**LARCH HILLS NORDIC SOCIETY**
Executive Meeting
Tuesday, Oct 6, 2026 7:00pm
Forsite

1. Agenda - Additions

2. Minutes of last executive meeting – Sept 8, 2026

3. Business arising/outstanding issues:
   - 
4. Treasurer Report – Brian/Suzy
   - Capital Plan discussion delayed until next meeting

5. Programs Update – Suzy

6. Manager Update – Karen

7. Sponsorships – Suzy

8. Trail Brushing/Parking Lot – David

9. Computers – Bill

10. Logging Update – Cam

11. AGM, Elections, Trails Day - Suzy

**Additions**

1.

Next Executive Meeting – Tuesday, Nov 3rd at 7:00pm – Location?
AGM – Saturday, Oct 17th at 12:30pm

**There will be an in-camera session following the regular meeting.**

**LARCH HILLS NORDIC SOCIETY**

Executive Meeting

Tuesday, Oct 6, 2026 7:00pm

Forsite

Suzy Beckner, Abbi May, Karen Tanchak, David Millard, Alan Corbett, Cam Brown, Bill Prytula, Laura Hepburn, Pauline Waelti

Regrets: Brian Majoribanks, Kate Ritchie

1. **Agenda** – Additions- approved

2. **Minutes of last executive meeting** – Sept 8, 2026

3. **Business arising/outstanding issues**: Committee in Progress. Karen continues to work on the committee leads for the strategic plan.
   -
4. **Treasurer Report** – Brian (absent)/Suzy
   Brian has been working with BDO on the accounting. See attached report. He will present the budget at the AGM.
   Net positive for last year.
   Ski team fees have increased.
   Payrole is now online.
   Karen will send out the email on how to submit receipts for reimbursement.
   - Capital Plan discussion tabled until next meeting

5. **Programs Update** – Suzy
   Jana is off with her new baby.
   Karen, Abbi and Suzy interviewed for candidates yesterday and will choose the candidate in the next few days.
   Grant received for purchase of skis for JR. Laura will help with this later in the winter.

6. **Manager Update** – Karen
   See attached report.

7. **Sponsorships** – Suzy
   Kari and Alan will bring the plan to the current sponsors.

8. **Trail Brushing/Parking Lot** – David

Bunker door opener was replaced. David suggests contracting someone to check it regularly (every 3 year). Karen will add to summer maintenance list.
Brad Digness. Parking lot- George is not selling his machine this year so the two of them will work together to plow and sand the parking lot early in the mornings. Brad does not want payment and plans to use his own equipment.
Brushing- David surveyed the trails and assigned priority
John will do Arwin's.
Brad will meet with Dave and plans to volunteer to do some brushing. Priority is Whoopies and Panorama.
David presented information for a Flail mover for behind the Kubota for smaller jobs. It is self-powered but not propelled. It would work well if used regularly for the stadium. Cost $4599.00.
Bill motioned that David move forward with purchasing a self-powered flail mover and box of replacement blades value up to $7000. Cam 2nd. All approved.

Suzy had discussions with Adrian and Jenn at STA about the possibility of getting a grant to hire a student to do trail work in future.

9. **Technology** – Bill
Ham radio association. They are interested in having their equipment and antenna at the chalet. They would like to put a 2 m high antenna on the chalet and would need a small space for electrical equipment. It might benefit the VHS system radios. They are considering options including the bunker. Bill will bring their proposal to the executive.

Bison- needs FM radio and 12 v power supply. Vela will put the radio in. He will also get a tablet for the Bison which was previously approved.

Bill discussed having standardized emails for the executive.
Moving to Microsoft would allow others to manage documents and emails as well.
We are paying for Microsoft for 2 people but it would not cost extra for the executive to use the Larch Hills emails.

Bill would like to have long term email addresses for President, Secretary, Treasurer etc to aid with succession. He also discussed storing

passwords through a program for all our emails so that they can be access but those who need them.

Bill will purchase a new computer for Jana's replacement. Kate may be able to help get a discount.

10. **Logging Updat**e – Cam
    Only the block near Far East will be logged this fall. Hauling will not go through Larch Hills trails.
    WE have the license to cut umbrella trees, but we don't have anyone to cut yet.
    LUTC will meet this month.

11. **AGM, Elections, Trails Day – October 17**th. Suzy
    9:00 -11:00 am Trail clearing
    11:30 Lunch- Volunteer appreciation. Karen will organize lunch.
    12:30 AGM

    Elections
    Treasurer- Nominations committee
    Bill and Pauline are stepping down so two there are two open director positions.
    Karen will ask Kate if she has any suggestions, possibly Damien.
    Abbi will ask Martin.
    Suzy will ask Rob Hart

## Additions

1. **Cece's cabin**- Abbi. Lizzy, Marilee, Kari and Abbi painted it and the door and window frames were painted. Rob Van V put in new flooring, new windows and new deck and stairs. Damien joined the committee and is going to do the chimney and air vents tomorrow.
   New solar powered light to be installed by Rob.
   Penti's will be a project to upgrade next summer and fall.
   They will price out a new tiny home on skids for North Whoopie. They will prepare a proposal and will consider applying for a grant.
   The private land holder might want a shelter.

2. Caretaker -Laura – Jessica did a preliminary appraisal for Pauline's trailer but this needs to be further clarified. Laura will also price out a new trailer and the cost of moving a trailer.
3. Firewood- Pauline. They are working Mondays and Fridays.There is a lot of firewood this year and more chainsaw workers are needed. Suzy will check with Maggie to see if Rap Attack can help.

Next Executive Meeting – Tuesday, Nov 3rd at 7:00pm –Forsite
AGM – Saturday, Oct 17th at 12:30pm

# LARCH HILLS NORDIC SOCIETY

Executive Meeting Monday, Oct 6, 2026
7:00 PM,

## Operations Manager Report

- Highlights of September
  - JL Jackson leadership team booked the chalet for Sep 23 – 25. Paid the new price per night.
  - Ride Don't Hide was held October 4 and seemed to have a great turn out.
  - Telus Security spent a few hours October 2 to do some maintenance on the alarm system.
    - The main control box at the front door was replaced.
    - Batteries were changed on all sensors, the downstairs key6 pad and the siren.
    - Technician assisted Pauline and I to have the alarm app on our phones and we can not better troubleshoot the system if something goes off the rails.

- Lots of information going out in e-news. Next up:
  - Link to volunteer sign up for Ski Swap
  - Information about firewood available to purchase through the race team
  - Reminder of Trail day, Volunteer Lunch and AGM with election information
    - No nominations brought forward at this time
  - Reminder Registation is open, Early Bird dates and CCBC contest

- Posted the job opportunity for Jana's maternity coverage.
  - Four Resumes received
  - Interviews were held Monday Oct 5
  - Working on calling references

- Government Related
  - Recreation Sites and Trails was submitted Sept 30.
    - Email was sent to them with a request for approval to the new Day Fees.
    - They requested the last 3 years financials and some stats on day users and still waiting for reply

- Maintenance
  - Normal cleaning has been done before and after chalet use.
  - Al Hardy has started working on the boiler to ensure it is ready for start up.
  - Looking at getting the Fire Extinguishers re-charged

- Upcoming:
  - Wilderness First Aid training – November 21 and 22.
    - There was two spots open which we have filled.
    - An additional two have now opened up and we are recruiting for new members. I have one interest so far to follow up on.
    - The Safety Committee is meeting Oct 6 to discuss plans for the season
  - Will be reaching out to Pink Cherry for catering of the Volunteer appreciation lunch.