LARCH HILLS NORDIC SOCIETY

Executive Meeting

Tuesday, Sept 8th 2026 7:00pm

Laura's House #29 1581 20th St NE

1. Agenda - Additions
2. Minutes of last executive meeting – June 2, 2026
3. Business arising/outstanding issues:
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4. Treasurer Report – Brian
5. Programs Update – Jana
6. Manager Update – Karen
7. Caretaker Relpacement – Laura
8. Fee Changes – Suzy
9. Committees - Suzy
10. Equipment Purchases – David
11. Sponsorships – Kari
12. Website - Kari
13. DWTSS - Kari
14. Trail Brushing – Kari
15. Club Policies – Kari
16. Cec's and Penti's Upgrades - Kari

Additions

1.

Next Executive Meeting – Tuesday, Oct 6th at 7:00pm

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

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Laura's House #29 1581 20th St NE

Suzy Beckner, Abbi May, Alan Corbett, Laura Hepburn, Kate Ritchie, Jana Muller, David Millard, Pauline Waelti, Karen Tanchak, Kari Wilkinson, Brian Majoribanks

Regrets: Cam Brown

1. **Agenda** – Additions- approved

2. **Minutes of last executive meeting** – June 2, 2026- approved

3. **Business arising/outstanding issues**:
   - Strategic plan. *Karen will send out samples of the terms of reference and then the heads will work on writing them up for each committee. Leads will check in by July 15th.*
     -Karen has not had time but will send out these samples in the next short while and the committee heads will write them up for their committees.

4. **Treasurer Report** – Brian
   Dext-document retention program. Brian did a short demo for the executive.

   Gaming grant was declined. The internally restricted funds 3-4 accounts were the problem. Next grant application is due prior to Feb 1st. We need a specific plan for capital restricted funds prior to the next application.

   Ski team will run out of money in about 4months. Fees were increased by 25% increase in fees. Numbers are increasing and some skiers are coming from the Sovereign team.

   Payroll will be electronic very soon.

5. **Programs Update** – Jana – see attached report

- Explorers- skiers either must finish level 4 JR or be competent skiers who can ski on ungroomed trails. Fee is the same as JR ($100).

- Coaching Credentials- There is some difficulty getting responses. Suzy suggested getting the ski team coach or parent exec to work on this.

- Family Expo at Blackburn Park Sept 19th.

- Jana's computer is very slow. Kari has one that will be checked into, otherwise Bill will arrange purchase of a better one.

6. **Manager Update** – Karen -see attached report
    - There were some complaints about raised camping fees. ($20 to $30 per night plus $10 for extra horse) We charge more than a number of the rec sites. It was discussed that the fee includes trail maintenance, brushing etc which may not be relevant in the other sites.

    - Karen submits operating plan and fees to RST.

    - Damien McCombs will be doing the Chimney repair at Cec's this month.

7. **Caretaker Replacement** – Laura
   Laura and Dave W. are on the committee. Met with Pauline last week. She plans to continue as caretaker for another 3 years. At that time, she would prefer to sell her trailer to the club to use for the next caretaker. We will need to save capital for the purchase. She agreed to have an appraisal which Laura will arrange, possibly with Jessica Klikach. We may also ask Matthew Peterson to do an inspection.

8. **Equipment Purchases** –David
   Bunker door is done and came in on budget.

   He presented options for future stadium mowing and possibly trail brushing.
    - Ride-on mower $5-7,000.

- Zero turn mover. Can't side hill. Quicker. $8,000.
- Small tractor Brusher. Could brush trails as well as mow. Kioti $30,000.
- Loader- could brush trails and plow snow- approx $100,000 used.

Brad Diggness. Volunteered to do brushing and plowing. Karen will contact him see if we can hire him for brushing and plowing the parking lot this year.
We need a list of trails that require brushing.

David feels that mowing the stadium could be done once a month starting in the spring and we could request volunteers or pay a student, but it needs to be better planned next season. Getting a Summer student grant is another option for mowing and brushing trails next summer, but would require someone to supervise.

We will hold off on deciding on a purchase for now.
A new caretaker could have the job of mowing.

Current snowmobiles are in excellent condition.
The Kubota is still good for summer work.

9. **Sponsorships** – Kari -see attached document.

Kari and Alan will start the process, but ideally, we should have a Volunteer to keep track or sponsorship levels.

Nordic Pulse/ Grooming report sponsor is separate from the levels. Rancho Vignola originally organized and paid for Nordic Pulse so they will continue to have their logo on the Nordic Pulse site if they want to continue to pay the subscription cost. Karen will contact them to confirm.

John's and Skookum will be offered to have logo on the grooming report, trail report and the monitor in the Chalet for a donation of $1500 each. This is also separate from the sponsorship levels.

Weather sponsor / Webcam sponsor / Dog Trails are other options for extra donations.

10. **Website** – Kari
    Kari is working on the new website and showed what she has so far. Minor changes were discussed.
    New.skilarchhills.ca- the executive will navigate and send any suggestions to Kari.

11. **Dancing with the stars** – Kari
    The group have been encouraged to fundraise $10,000 and are also expected to purchase costumes and pay for their hair and makeup.
    LH will send out e-news requesting donations and purchasing stars. They would also like to Auction off Buffy rides and possibly a wedding package at the chalet. Proceeds go to hospice.

12. **Club Policies** – Kari
    Kari is collecting the policies that were sent to her by the committee and will compile them and include in the website.

13. **Cec's and Penti's Upgrades** – Kari
    Abbi, Lizzy, Rob, Konrad, Dave and Kari and upgraded, painted and replaced the deck at Cec's

    Penti's is a big project. Could cost up to $10,000. Rob will come up with a list of needs. It may be a project for next summer. Some clearing could be done sooner. There may be others who would like to volunteer to help.

<u>Additions</u>

1.**IT**- Bill
George's son has a man-lift and will bring it in October to put cameras up in the bunker.
Ham radio operator group would like an antenna on the chalet. Bill is waiting for a proposal.

Next Executive Meeting – Tuesday, Oct 6th at 7:00pm
AGM – Oct 17, 2026 at LH with volunteer lunch and trail clearing.

LARCH HILLS NORDIC SOCIETY

Executive Meeting Monday, Sep 8, 2026
7:00 PM,

Operations Manager Report

- Highlights of June, July, August
  - Wedding held June 28 – success
  - Brushing and maintenance of weeds were kept up over the summer. Pauline used her lawn mower , David did a couple of days of clearing to clean up for the wedding and Jacob Hepburn came up early August and did a great job with the brusher and weed wacker.
  - Jana and I installed No Motorized Vehicle due to Fire Hazard as per RS&Trails in August and Pauline kindly removed them when the ban was rescinded.
  - Communicated with Jonathan re website update, zone 4 changes, and email issues. All information obtained and issues with email solved.
  - Attended the Grant Writing workshop with Kari Wilkinson
  - Assisted with the Meet the Paralympics Gold Medalists

- Received an email from Back Country Horseman of BC concerning the horse camping new rates. They are the ones who set up and take down the corrals. Have had a few questions from users if they knew why the fees had increased so much.
  - I explained it was an executive decision as all fees were being reviewed.
  - They sent me a comparison of other BC Parks and Rec Sites and Trails campgrounds and they appear to be much lower than our current rates with additional services. (Attached)
  - I suggested that I would forward this information can forward that to the executive for consideration.
  - Most users this summer had pre-booked in May before the increase was decided so it did not affect them. The others who booked later were concerned.

- Posted the job opportunity for Jana's maternity coverage.
  - One resume in Indeed but applicant is from India.
  - No resumes sent directly to my email yet.
  - Deadline was September 15.

- Government Related
  - BC Parks Operating Plan was submitted to Front Office in early July
  - Recreation Sites and Trails is in progress and due by end of September.
    - Questions for Cam concerning the work that John Thielman will be completing
    - Questions for Kate re the status of the playground
    - Will include the brushing, removal of danger trees and the status of the Link Trail.
  - Assisted Canadian Mental Health – Ride Don't Hide section 16 and event will run in October

- Maintenance
  - Worked with David Millard and Salmon Arm Window and Door to install a replacement motor for the big door.
  - Working with Pauline Hickson to have the Alarm System checked as after the power failure, the alarm is being difficult to set.
  - Damien has reached out concerning the upgrade to the chimney pipe for Cec's cabin. He is planning to complete that job this month. He was also asking if we wanted any additional work

done on it while he is there. Can we use his enthusiasm on any of the upgrades that Kari has outlined from the Facility Committee?

- Upcoming:
    - Wilderness First Aid training – November
        - There have two spots open up and will put out a request to see if anyone wants to fill those spots. There was more interest originally but they could not commit that far ahead.