

LARCH HILLS NORDIC SOCIETY
Executive Meeting Minutes Tuesday Feb. 4, 2020
7:30 PM,
Pauline Waelti's at 2431 28th St. N.E.
Agenda

1. **Quorum** achieved -Karen Tanchak, Pauline Waelti, Abbi May, Suzy Beckner, Don Miller, Clint Smith, Ed Bouma, Craig McBride, Laura Hepburn present.
2. **Adopt Agenda** – Suzy motioned, Craig 2nd.
3. **Minutes of last meeting** Jan. 7, 2020 Pauline motioned to approve, Abbi 2nd all in favour.
4. **Business arising outstanding issues:**
 - a. **Motion re: naming Chalet.** Suzy proposed bringing the following motion forward at the next general meeting.

The LHNS Board of Directors would like to move that we hang a sign below the deck and above the double basement doors facing the parking lot that says, “Rob Nash Memorial Chalet” This sign would be the same design as all LH trail signs. The original “Larch Hills Chalet” sign will remain at the old chalet.

Discussion ensued and Laura 2nd. Vote was held and the motion passed.

Discussion was also held about naming of trails and buildings in general. Karen has reviewed all the previous executive minutes and there are no previous motions passed regarding naming of trails and buildings. Discussion about making a general policy was tabled for now.
 - b. **No Sledding sign**-Ed is looking for the sign to put on the Beast.
 - c. **Single parent memberships**-Brad (absent) has researched and sent on a recommendation based on other ski areas. The current system is that the price for families is the same as the price for two adults. Jan would like to see a lower cost for single parent families. Brad suggested lowering the rate for a child from \$70 to \$55. Only one other ski area has a single parent rate. After discussion the board agreed that a reasonable alternative would be to consider increasing the cost for families by \$25 rather than have it be equal to 2 adults. We would also like to decrease the child pass rate from \$70 to \$55. This would make the family rate slightly higher than the rate for two

- adults and would reduce the rate for single parents of one or two children to be lower than the family rate. Suzy will have a discussion with Jan and Don will calculate the potential effect on revenue. The decision was tabled for the next meeting. Trail pass changes are generally announced by the executive at the AGM.
- d. There is a single parent and child who have not yet paid due to financial hardship. They missed the deadline for the jumpstart program. This year we elected to waive the membership fee in this specific case, but not the CCBC and jackrabbit cost. All in favor.
 - e. **Backup power for Chalet-Ed.** George Jackson is researching generators and will talk to Ed. In the meantime, Karen will arrange installing deadbolts to lock the bathrooms in case of power outages and outhouses will be used instead.
 - f. **Dog shovels-** resolved now in place. Anne Lockington has looked after this.
5. **Treasurer Report-** Don Miller. See attached report. Check from Kelsey Noel rec sites and trails requested financial statements.
- **Lighting and Trail Committee-** Craig.
 - The letter from Serena Caner with concerns about the lighting project was read to the executive. The lighting committee will review and respond.
 - Committee agreed to name the last part of Ermine Frolic Hill to Arwen's Dream.
 - Hillbilly Flats - Concern raised about safety issues at bottom of steep hill dropping onto Arwen's dream. Decided to not maintain trail, no grooming and remove signs.
 - Admin Maps to be updated this spring to show styles and gates.
 - Water Issues. Spring walkabout planned to see where culverts and boardwalks may be needed on ungroomed trails. Funding may be partnered with STA and Rec Sites and Trails.
 - Non-winter advisory group.LH is part of the STA-Rec Sites and Trails advisory group. A number of new stiles will be required to keep out non-motorized traffic. STA has put together a draft map showing the various used for non-winterized use. Working through the details.
 - We received ten "No Snowmobiling" signs from rec sites and trails that will be put up in the near future on the access roads into Larch Hills.
 - The lighting committee had a meeting last week and continue to work on getting approval.
 - Allen Bahen is working on getting a salvage license for the trees that have fallen
6. **Tracksetter update-** We are down to one working skidoo, the 2009, along with an old one from Duncan Moore. 1997 and 2015 have died. We need at least one new and one used skidoo. We are getting a quote on a new machine and are looking for an older one.
The donated tiller has been used. The tiller is removed to remove trees with the PB. Three new tracksetters have been trained.

Club Manager report-Karen -see attached report.

Due to the recent break-in, we agreed that we will put an SD card in the camera and record viewing. Karen will arrange.

7. Elections –

Up for re-election Don Miller was appointed so will be up for election.

Abbi, Craig, Pauline, Laura, Clint,

Ed is willing to be the past president and liaison to the tracksetting committee.

Herman and Duncan are the nominating committee. We need at least one new director to replace Rob Nash.

We will need a new lantern ski coordinator. Karen will request in the next e-note.

Additions:

1. \$2100 for **metal cabinet for Sit Ski**. Karen is looking into donations for this.
Suzy made a motion that we go ahead with the construction and instillation for the sit ski cabinet. Suzy, Ed 2nd, all in favor.
2. **Carbon tax at Larch Hills**. Herman Bruins will present his concern at the next general meeting.

Announcements:

General meeting February 11, 2020 7pm

LHNS Exec. Meeting Date March 3 -7:30pm Pauline's.

March 10- AGM 7pm

Adjournment at 9:35pm

LARCH HILLS NORDIC SOCIETY

Executive Meeting Tuesday Feb 4, 2020

7:30 PM,

Admin Assistant/Manager Report

- Break in – January 24. Lost \$100 cash and cash box, Power-point projector and 2 windows. Windows have been replaced, business in SA sent in a donation of \$150 and The Armstrong Coop has offered to replace our projector for us. An alarm sensor is now installed in the office to react to either window or door being entered.
- Since the break-in, two radios have been kept back in the Tracksetter Bunker and 1 in the office. The Safety Hosts are beginning to ask for them again so I would like to bring one back to the office. Leave one in the Bunker for the Extra Gang and one in the office for the Safety Hosts along with one that stays in the office.
- Emergency # process seems to be working well. The Safety Host committee has been running ‘mock training’. Last Wednesday was the first one and we had 6 people attend. There was some brainstorming done amongst the participants and then went out and did a simulation of a person on the snow shoe trails having a ‘heart issue’. Some minor issues were identified and corrected. Everyone involved thought it was a valuable exercise. George Zorn will be holding another one Feb 5 and Feb 12.
- The Hot Drink Machine has been in use for 2 full weeks. We have collected \$119 and have gone through 1.5 pkgs of coffee, 2.5 pkgs of hot chocolate and 3 pkgs of cappuccino foamer about \$15 profit. The regular maintenance of cleaning and filling has been quite easy.
- We are almost out of the Tourism maps. Went into the Tourism Office and they could not find any in stock. I was in contact with her today and she does have a box for us that I will pick up sometime this week. In the mean time I had stopped in at Wickets Business Services and had 50 of the trail maps printed.
- The Safety Man has returned all of the re-charged extinguishers and they are back where they belong. The old one from Cec’s was definitely ‘dead’ so he sold us a new one he had just refurbished.
- Dennis Carbonneau brought in a quote for a metal cabinet to store the ‘sit-skis’ of \$2,100. Donna has submitted a request for a funding contribution to ‘Evening Rotary’ and I have sent a letter to Enderby and District Lion’s Club for some financial assistance.
- Shuswap Windows and Doors installed the automatic closer on the Handicapped Bathroom door. It closes now but is quite firm to open. Jim Beckner worked on the bottom door to get it to close better. The lock is still loose on the side door upstairs and one door handle loose on the bottom middle.
- With the power outage, the alarm system was not setting. Graydon (now called Telus Customer Security) came up and fixed the issue. He was not sure what happened, took the sensor off the door and reset it as well as the control panel at the main door upstairs.
- On Saturday while Jack Rabbits was in full swing, we had a 90 minute power outage. I put up signs that washrooms were out of service and No Power=No Water on the taps upstairs. This did not discourage people from using either. We need to be able to lock the bathroom doors if we want to keep the Chalet

open in a power outage. I can turn the water off to the taps so that we do not need to worry about running the pressure tank dry.

- I have completed reading through the minutes from 1991 to 2019. Documented all the motions and the important dates that I could find. There are some earlier Executive Minutes missing as in a period of 2 years, the executive minutes were not posted on the website. I am still trying to track the missing ones down.
- On Saturday, I was acting as Host for the Unplug and Play Snow Shoe Day and while it was quiet, I dug out the snowshoe path beside the stairs.
- On my to-do list:
 - Investigate the possibility of applying for Gaming Grants again
 - Working on Thank You's for Donations. The \$\$ amounts, now needing to find details of name and addresses
 - Safety Host – mock rescues for the next 2 Wednesdays
 - Organizing the Policies that I have collected.

Larch Hills Nordic Society

Balance Sheet

As of December 31, 2019

	Dec 31, 19
ASSETS	
Current Assets	
Chequing/Savings	
1001 · Gaming 981415 - Shares	67.34
1003 · Gaming 981415 - Moneymaker	12.05
1005 · General 163527 - Moneymaker	128,725.42
1010 · General 163527 - Shares	158.34
1020 · General 163527-Investor Savings	26,373.84
1025 · Tracksetter 1469386 - Shares	6.16
1026 · Tracksetter 1469386-Investor Sa	36.31
1027 · Tracksetter 1469386 - Patronage	81.11
1030 · Lighting 1638444-Savings	15.08
1031 · Lighting 1638444 - Shares	5.33
1032 · Lighting1638444-Maximizer	20,585.64
1033 · Lighting - 1638444-Patronage	14.68
1108 · TSRF Term #16	18,454.67
1109 · TSRF Term #17	88,171.79
1150 · Cash Float	2,000.00
Total Chequing/Savings	284,707.76
Accounts Receivable	
1201 · Accrued Interest Receivable	1,070.36
1205 · Allowance for Doubtful Accounts	558.00
Total Accounts Receivable	1,628.36
Other Current Assets	
1210 · Prepaids	3,747.00
1399 · Grants-asset	-145,000.00
Total Other Current Assets	-141,253.00
Total Current Assets	145,083.12
Fixed Assets	
1301 · Buildings	318,164.33
1302 · Building-New Chalet	481,079.11
1305 · Accum Amort-Buildings	-198,411.73
1310 · Small Tools	12,882.59
1315 · Accum Amort-Small Tools	-12,571.15
1320 · Vehicles	239,813.26
1325 · Accum Amort-Vehicles	-165,029.63
1330 · Equipment	22,322.09
1335 · Accum Amort-Equipment	-13,092.17
Total Fixed Assets	685,156.70
TOTAL ASSETS	830,239.82
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2010 · Accounts Payable	19.00
Total Accounts Payable	19.00
Other Current Liabilities	
2001 · Accrued Payables	3,000.00
2050 · Due (to) from Jr Team	-1,965.75
2550 · GST/HST Payable	3,177.48
Total Other Current Liabilities	4,211.73
Total Current Liabilities	4,230.73
Total Liabilities	4,230.73
Equity	

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02/04/20

Accrual Basis

Larch Hills Nordic Society
Balance Sheet
As of December 31, 2019

	<u>Dec 31, 19</u>
3000 · Opening Balance Equity	406,779.87
3001 · Transfer of Capital Assets to	-263,162.09
3002 · Restricted Net Assets-Operatio	144,707.17
3005 · Unrestricted Net Assets - Cap	328,150.93
3010 · Purchase of Captial Assets	263,162.09
3100 · Amortization - Capital	-31,052.86
32000 · Retained Earnings	-4,943.43
3500 · Retained Earnings Prior Year	-139,077.80
Net Income	<u>121,445.21</u>
Total Equity	<u>826,009.09</u>
TOTAL LIABILITIES & EQUITY	<u>830,239.82</u>

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02/04/20

Accrual Basis

Larch Hills Nordic Society
Profit & Loss
 October through December 2019

	Oct - Dec 19
Income	
4001 · Interest Income	416.51
4005 · CCBC Fees Collected	18,219.00
4007 · SDP Fees Collected	2,016.00
4015 · Chalet Rentals	700.00
4020 · Lighting Project	18,332.38
4025 · Jack Rabbit Fees & Donations	3,097.00
4035 · Members Misc Donations	2,027.00
4040 · Memberships	87,848.00
4045 · Miscellaneous Income	1,707.20
4050 · Other Donations	3,109.10
4056 · Received on behalf of race team	14,265.85
4065 · Ski Swap Income	6,855.50
4070 · TS Replacement Fund Donations	2,195.00
4075 · Trail Fees	9,030.80
Total Income	169,819.34
Expense	
5002 · Professional Fees	30.00
5005 · Hydro	618.34
5010 · CCBC Fees Paid Out	19,001.00
5011 · BC Punch Pass Paid Out	226.00
5012 · SDP Fees Paid Out	1,992.00
5015 · Chalet Rental-Caretaker	400.00
5030 · Gas & Oil	1,580.04
5040 · Insurance	9,147.00
5055 · R&M Buildings	909.47
5060 · R&M Equipment	3,304.34
5065 · Miscellaneous Expense	897.00
5070 · Office Expense	1,468.60
5075 · Payroll	2,303.80
5080 · Safety Committee	188.76
5095 · Ski Swap	3,351.68
5103 · Trail Construction	470.47
5105 · Trail Maintenance	882.48
5115 · Website	977.50
5120 · Zone 4 Fees	69.00
5125 · Unrecoverable GST	6.65
5204 · Fundraising Expenses tbd-Chalet	550.00
Total Expense	48,374.13
Net Income	121,445.21

Adjustments:

Deduct:

Lighting Donations	18,332
Lighting Concert	2,609
TS Donations	2,195
Race Team - Registration	14,265

(37,201)

84,244

