

## **LARCH HILLS NORDIC SOCIETY**

Executive Meeting Tuesday, Oct 6<sup>th</sup> 7:30pm Rec Centre

1. **Attendees:** Suzy Beckner, Abbi May, Brad Calkins, Jonathon Baker, Pauline Waelti, Rob van Varseveld, Craig McBride, Laura Hepburn, Clint Smith, Don Miller.
2. **Adopt Agenda** – Pauline motion to adopt. Abbi 2<sup>nd</sup>.
3. **Minutes of last executive meeting** – Sept 15<sup>th</sup> Pauline motion to approve. Abbi 2<sup>nd</sup>. All approved.
4. **Business arising/outstanding issues:** None.
5. **Treasurer Report** – Don. See attached report. We can now use e-transfers for payment. There will not be a code as discussed last meeting.
6. **Chalet Maintenance**
  - Rodent Issues – Rob. (promoted from garbage duty to rodents). Saturday volunteers spent plugging holes in the chalet with foam and steel wool. Rob will install better stripping on the bottom of the doors. There are a few more holes to fill up higher. Traps are set inside. Chinking will cost about \$10,000 for materials and will need to be done in the spring. A good cleanup was done around the chalet as well which should reduce the rodent problem.
  - Other – Suzy is working on the ice issue on the roof. More to come on this next meeting.
7. **Trail Lighting Committee Report** – Craig. The archeologic study has been done as requested by BC Parks. This has been submitted to all parties and there is a 60-day period for review. The committee meets tomorrow night.
8. **Grant Writing** – Suzy suggested hiring someone to write grants applications. She will see if anyone is interested in volunteering for this role prior to further discussion.
9. **Trail Maintenance** – Craig
  - Trail maintenance is ongoing. Power saw work should be complete this week on most trails. October 17 event is scheduled.

- Dave W. received e-mail from private landowner Mike Scott outlining his concerns regarding unauthorized access to his private land. Possibility he may fence it in the future. He is still interested in working with us and Dave will be contacting him shortly.
- RDNO is working on a strategic master plan for their trails. They have an online survey and Debbie Phillips will ensure that they are aware of the value LHNS has as it seems that we only show up as a dot on their map.
- Signs.. We have 26 coropolast maps throughout the trail network and they need to be updated. I will get a quote.

10. **Registration Update** – Suzy – About 300 are registered so far. Family day rate is \$30 and will be put on the website.

11. **Tom's Shelter Report** – Clint ribboned it off due to safety concerns. The ribbons were then removed and the ramp was damaged. The shelter will need to be taken down and a committee will be established to decide about replacement of the building.

Windows have been broken at Cec's cabin. Suzy will advertise for a replacement on the e-note.

12. **Website Updates** – ski swap update– Jonathan  
There are about 20 items on the ski swap so far.  
Jonathon will set up an online reporting system for trail issues.

13. **Covid-19** – Plans for Winter opening, programs, events, chalet etc. – Suzy  
The loppet is officially cancelled this year. We will work on the covid safety plan in early November when Karen is back.  
The Track Attack event is still planned for later in the winter at this point.

## **Additions**

1. **Sponsorships**- Brad. Brad will try to share posts on social media from sponsors who support Larch Hills events.
2. **Safety committee**- has requested direction from the executive as they currently do not have a committee chair. The executive recommends that they could present a report with any issues or requests prior to our meetings.

3. **Larch Hills Logo-** We are looking for a simpler logo. Suzy and Abbi have presented some options and feedback was given.
4. **Master's Program-** Glenn Bond is considering running a program at Larch Hills for adults. John Thielman has also expressed interest in running a master's program. Suzy will speak to John to if he has any plans for this. We will ask Glenn to present a proposal to the club.
5. **Lewiston race-** They are planning the event for next year which will include use of the Larch Hills facilities.

Next Executive Meeting – Tues, Nov 3rd at 7:30pm at the rec center.  
Meeting adjourned at 9:30 pm. Don motioned to adjourn, Abbi 2<sup>nd</sup>.

# Memo from Don Miller

**Date:** October 6, 2020  
**To:** The Executive Board of the Larch Hills Nordic Society  
**Cc:** File  
**RE:** Meeting October 6, 2020

*There have been few transactions since our last meeting*

## **E-TRANSFERS**

*Jan and I worked on arranging for e-transfers for registration. It seems to be working out acceptably from Jan's point of view and although I have not reconciled the deposit amounts to the registration information that Jan has supplied, I don't anticipate and insurmountable issues.*

*We have designated a separate subsidiary account that is automatically credited when a member sends the e-transfer to Jan's registrar's account. The bank claims that this is a secure method.*

## **CASH ON HAND**

<i>Operating acct</i>	<i>\$ 42,459.85</i>
<i>Operating savings acct</i>	<i>26,453.75</i>
<i>Lighting cash acct</i>	<i>39,908.03</i>
<i>Lighting term deposit</i>	<i>100,000.00</i>
<i>Track setter term #1</i>	<i>89,409.58</i>
<i>Track setter term #2</i>	<i>18,742.36</i>
	<i>\$316,973.57</i>

## **FUND TRANSFER TO PISTEN BULLEY REPLACEMENT**

*I'm proposing to transfer \$ 17,380.00 to the trustees of the Track Setter replacement fund. In an earlier meeting I believe that we agreed that we would discuss this at this time. If approved, I will retroactively post the transfer in the 2019-2020 fiscal year.*

## **LIABILITY INSURANCE**

*I have placed the insurance with Marsh Canada for the quoted premium of \$ 3,500.*

## **GST**

*On September 25<sup>th</sup> I received the refund cheque related to the 2018-2019 GST report that was filed many months ago. I deposited \$ 36,155.15 on September 28 and was happy to finally put this to bed.*

## **YEAR -END FINANCIAL STATEMENTS**

*There are many adjustments that are to be made to the preliminary accounts. I will attempt to have some numbers for the November meeting.*

# *Memo from Don Miller*

**Date:** *October 6, 2020*

**To:** *The Executive Board of the Larch Hills Nordic Society*

**Cc:** *File*

**RE:** *Meeting October 6, 2020*

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## ***BUDGET***

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*I have attached a tentative budget sheet.*

LARCH HILLS NORDIC SOCIETY  
BUDGET PROJECTION  
FOR THE YEAR ENDED SEPTEMBER 30, 2021

	Presliminary 2020	Actual 2019	Pessimist's Budget 2021	Optimist's Budget 2021
RECEIPTS:				
4001 · Interest Income	(1,117.24)	(2,574.30)	1,500.00	1,500.00
4015 · Chalet Rentals	(1,110.00)	(4,119.00)	-	500.00
4023 · Courses, Clinics, Meetings inc	-	(500.00)	-	-
4025 · Jack Rabbit Fees & Donations	(3,337.00)	(2,394.00)	2,500.00	3,500.00
4035 · Members Misc Donations	(2,312.25)	(2,319.00)	1,000.00	2,000.00
4040 · Memberships	(100,116.50)	(93,835.00)	80,000.00	105,000.00
4045 · Miscellaneous Income	(3,530.20)	(5,076.05)	500.00	-
4050 · Other Donations	(7,483.85)	(5,485.00)	1,000.00	7,000.00
4065 · Ski Swap Income	(6,855.50)	(7,127.25)	5,000.00	5,000.00
4070 · TS Replacement Fund Donations	(2,380.00)	(2,331.00)	1,500.00	3,000.00
4075 · Trail Fees	(36,994.23)	(40,273.64)	25,000.00	40,000.00
	165,236.77	166,034.24	118,000.00	167,500.00
EXPENDITURES:				
5002 · Professional Fees	971.25	4,367.50	5,000.00	5,000.00
5005 · Hydro	2,454.06	2,317.63	2,000.00	2,500.00
5015 · Chalet Rental costs	400.00	2,009.50	-	500.00
5016 · Rental Expense	347.78	508.19	-	-
5020 · Courses, Clinics, Meetings exp	1,182.57	1,720.20	1,500.00	1,500.00
5030 · Gas & Oil	21,223.27	8,950.14	20,000.00	18,000.00
5035 · Honorariums	2,700.00	1,000.00	3,000.00	3,000.00
5040 · Insurance	9,147.00	12,258.00	12,000.00	12,000.00
5045 · Jack Rabbit Expense	586.86	1,883.97	600.00	600.00
5055 · R&M Buildings	4,831.29	3,744.10	10,000.00	10,000.00
5060 · R&M Equipment	40,812.81	21,642.56	20,000.00	15,000.00
5065 · Miscellaneous Expense	2,097.83	2,516.03	2,500.00	2,500.00
5075 · Salaries, wages and benefits	14,549.06	-	20,000.00	20,000.00
5070 · Office Expense	3,400.96	1,194.68	2,000.00	2,000.00
5080 · Safety Committee	950.09	1,701.98	2,500.00	2,500.00
5085 · Scholarships	1,000.00	1,500.00	1,000.00	1,000.00
5090 · Signs & Billboards	105.93	1,218.08	500.00	500.00
5095 · Ski Swap	6,103.59	6,885.57	5,000.00	5,000.00
5100 · Snow Removal	7,005.00	4,056.65	5,500.00	5,500.00
5105 · Trail Maintenance	982.48	2,049.31	8,500.00	8,500.00
5115 · Website	2,680.22	314.77	2,500.00	2,500.00
5120 · Registration Fees (Zone 4)	1,415.00	1,846.38	1,500.00	1,500.00
	119,591.39	72,762.22	125,600.00	119,600.00
BUDGETED EXCESS OF RECIEPTS OVER EXPENDITURES	\$ 45,645	\$ 93,272	\$ (7,600)	\$ 47,900