

## **LARCH HILLS NORDIC SOCIETY**

Executive Meeting Tuesday, Feb 2, 2020 at 7:30pm ZOOM

Attendance: Suzy Taylor, Abbi May, Craig McBride, Brad Calkins, Rob van Varseveld, Jon Bakker, Pauline Waelti, Don Miller, Laura Hepburn, Clint Smith

1. **Adopt Agenda** – Additions Motion Craig. Rob 2<sup>nd</sup>.
  2. **Minutes of last executive meeting** – Jan 5. Motion to adopt- Pauline. 2<sup>nd</sup>Brad 2<sup>nd</sup>.
  3. **Business arising/outstanding issues:**
    - **Fat bikes** – update – Suzy discussed this further with rec sites and trails. Revelstoke Nordic addressed this and decided against it. It would not be safe to have fat bikes interacting on trails with either the skiers or snowshoers on the current trails. We believe that for Fat biking to be feasible at Larch Hills there would need to be another trail system, like they have at the Canmore Nordic center.
  4. **Treasurer Report** – Don- see attached report
- Signing**  
Ed Bouma, Duncan Moore, Allan Bahen, Suzy Beckner and Don Miller currently have cheque signing authority. Ed, Duncan and Alan are signers and are no longer on the executive.  
We would like to change the signers as below:  
Remove -Ed Bouma, Duncan Moore, Allan Bahen  
Add -Abbi May, Rob van Varseveld  
Keep -Suzy Beckner and Don Miller  
Laura motioned to change the bank signers as above, Don 2<sup>nd</sup>. All in favor.

**Scholarships** – have been \$500 for many years. Don motioned to increase the amount to \$750 for two scholarships based on the same conditions as previously outlined. Jonathan 2<sup>nd</sup>. All agreed. Abbi and Dave Van B are usually on the committee, but have a conflict this year. Jonathan and Don agreed to be on the committee. We will ask Rob Cadden to be on the committee this year. Don will communicate with Dave Van Bergyk who also is usually on the committee but has a conflict this year.

5. **Manager Report** – Karen -see attached report

**Criminal record checks** are done for coaches and jackrabbit leaders.

There was a question about whether school volunteer hosts require checks. This has not been done to date. It can be done free and online so we will consider this for next year. Ski hosts should always have an adult from the school with their group.

**Dead end signs-** Abbi suggested a sign for the Far East as some skiers have gotten out of their comfort zone on this trail. We will also request a trail map in the area.

6. **Chalet Roof Ice Repairs** – Rob and Suzy

Some repairs were done where the two rooves join with spray foam.

There are ongoing issues on the main part of the chalet. Rob suggested an independent engineer report. The engineer will write a report listing the recommendations for \$3500. He hopes to get this repaired this spring but expects a significant cost. We will aim to get a budget for the project prior to the AGM .

Rob motions to go ahead with the engineering report and then proceed with estimates to get it fixed. Pauline 2<sup>nd</sup>. All in favour.

7. **Land Use and Trail Planning Committee Report** - Craig

The committee met on January 18, 2021 via Zoom

- Starting a list of trails with water issues and other issues for summer work.
- Suzanne from CSRD has sent us the updates to the All Members map. We suggested a few minor changes so just waiting for final draft.
- Link Trail - Committee will ask Exec. for approval to apply for a S57
- Wire is down on many sections of the grazing reserve fence along Whoopees, Baby Moonwalk, Mum's and Hunter's Range. George Z. to inform range licensee.
- Concerns with umbrella trees on steep sections of Sky Trail. Spring inventory suggested and possibly we can salvage using our permit from last summer

**Link Trail-** This will take up to two years for approval. It would be a 1.2km ginzu groomed single track classic trail following the contour lines. Suzy suggested a skate track to increase options. The side slope would make a wider trail difficult to build. **Craig moved go ahead and request section 57 approval. Suzy 2<sup>nd</sup>. All approved.**

Suzy asked about connecting the Far East to the North Hub. This would to make the far east into a good loop. Brian and George have scouted a route. There support for this and Craig will bring it back to the committee.

**Dog Trail-** There have been multiple requests for a longer dog trail. The committee has planned the trail in private land. The timber would have value. We need approval from the private landowner. Suzy suggested using the part of the south loop including the Sentinal cutoff to make a lollipop as a temporary route for dog owners.

8. **Lighting Committee Report – Rob**

They have a meeting on Thursday.

Randi has completed another grant application which requires financing then getting reimbursed with receipts.

They are also applying for a Co-op capital grant.

The goal is to complete phase 1 for next season.

We have also joined a fundraising project with CCBC

- Financing Questions- There is difficulty applying for grants because we need to have a bridge financing option. Bylaws allow borrowing with approval from the membership. Rob will research financing options and present findings at the next meeting including liability for the executive.

9. **Carbon Neutral Committee Report – Brad**

Want to put forward a motion eventually to confirm club members good with collecting offsets

Follow up on car counter

Reach out to local organizations, see if there are any local offsetting projects or things we can work together on

Come up with local project before implementing or asking members for funds towards offsetting

Start placeholder web page

10. **Annual Membership and Day Use Fee Review – Suzy**

We previously agreed to review this annually. We haven't increased season pass fees in many years. We did discontinue the infrequent use option and did increase the day use fee in 2018.

Eventually we will need to increase fees to keep up with the services that we are providing. Volunteers may get stretched too thin with the increase in membership. Brad researched fees at other clubs last year. Karen will look into it further and we will review this next meeting.

The signs need to be adjusted to correspond with the website prices for day use. Jonathan will add the snowshoe family day pass to the website.

11. **Long Term Planning Committee – Suzy**

- General Manager Position
- Maintenance Manager Position- Suzy sees that this may need to be a paid position in future.
- Long Term Planning Committee to start after next Gen meeting.
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**Additions**

1. Loppet – The virtual loppet was a great success! There have been donated gift cards from Skookum, John's, Kintec and Whereabouts and donations from Rancho and heart and stroke. Money is being raised for Heart and Stroke from donations and t-shirt sales. There has been a lot of positive feedback. For those who did multiple loops there will be only one entry for draw prizes.
2. Tobogganing – There have been requests for a tobogganing area. We don't have a specific area for tobogganing.
3. Tom's Shelter- We will ask for a committee if people are interested in rebuilding at the next general meeting.
4. Nominations committee. Pauline. Karen has the list of terms. We will communicate by email regarding elections.

Adjourned 9:51. Motion to adjourn Don. Suzy 2<sup>nd</sup>.

Next Executive Meeting – Tues, March 2<sup>nd</sup>, 7:30pm ZOOM

Next General Meeting – Tues, Feb 9<sup>th</sup>, 7:30pm ZOOM

AGM – Tues, March 9<sup>th</sup>, 7:30pm ZOOM

# Memo from Don Miller

**Date:** February 2, 2021

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

**Cc:** Minutes file

**RE:** Treasurer's Report

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- *Cash Balance at January 31, 2021*
  - *Restricted for Lighting Project* *\$ 141,026.98*
  - *Restricted – Gaming account (maintained for future projects)* *80.70*
  - *Unrestricted funds* *196,912.51*
  - *Total funds* *\$ 338,020.19*
- *Receipts and Expenditures*
  - *Attached – Balance to December 31, 2020*
- *Bank signing authorities*
  - *Three of the five bank signing authorities are no longer on the executive*
  - *Motion to change*
- *Scholarships*
  - *See attached e-mail from Mr. David Van Bergeik stating the current conditions regarding the scholarship commitments with Salmon Arm Secondary.*
  - *Motion to approve commitments as outlined in Mr. Van Bergeik's communication.*

**Larch Hills Nordic Society**  
**Profit & Loss**  
 October through December 2020

	Oct - Dec 20	Oct - Dec 19	\$ Change
<b>Income</b>			
4001 · Interest Income	660.86	-445.82	1,106.68
4005 · CCBC Fees Collected	22,915.50	18,219.00	4,696.50
4007 · SDP Fees Collected	1,345.75	2,016.00	-670.25
4015 · Chalet Rentals	0.00	700.00	-700.00
4020 · Lighting Project	1,000.00	20,039.58	-19,039.58
4025 · Jack Rabbit Fees & Donations	2,857.00	3,097.00	-240.00
4035 · Members Misc Donations	3,234.75	2,027.00	1,207.75
4040 · Memberships	115,576.00	87,848.00	27,728.00
4045 · Miscellaneous Income	719.00	0.00	719.00
4047 · Timber Sales	0.00	0.00	0.00
4050 · Other Donations	7,060.00	3,109.10	3,950.90
4055 · Jr. Race Team	4,322.00	0.00	4,322.00
4056 · Received on behalf of race team	10,128.00	14,265.85	-4,137.85
4065 · Ski Swap Income	0.00	6,855.50	-6,855.50
4070 · TS Replacement Fund Donations	2,820.00	2,195.00	625.00
4075 · Trail Fees	11,537.70	9,030.80	2,506.90
<b>Total Income</b>	<b>184,176.56</b>	<b>168,957.01</b>	<b>15,219.55</b>
<b>Expense</b>			
5002 · Professional Fees	90.00	-3,970.00	4,060.00
5005 · Hydro	358.38	618.34	-259.96
5010 · CCBC Fees Paid Out	21,973.00	19,001.00	2,972.00
5011 · BC Punch Pass Paid Out	0.00	226.00	-226.00
5012 · SDP Fees Paid Out	1,296.00	1,992.00	-696.00
5015 · Chalet Rental-Caretaker	0.00	400.00	-400.00
5016 · Rental Expense	117.00	0.00	117.00
5020 · Courses, Clinics, Meetings exp	1,200.00	0.00	1,200.00
5030 · Gas & Oil	1,443.12	1,580.04	-136.92
5035 · Honorariums	300.00	0.00	300.00
5040 · Insurance	9,558.00	9,147.00	411.00
5055 · R&M Buildings	1,659.20	909.47	749.73
5060 · R&M Equipment	2,638.77	3,142.08	-503.31
5065 · Miscellaneous Expense	0.00	897.00	-897.00
5070 · Office Expense	227.19	1,468.60	-1,241.41
5071 · Telecommunication	0.00	550.00	-550.00
5075 · Payroll	0.00	2,917.81	-2,917.81
5080 · Safety Committee	663.72	188.76	474.96
5095 · Ski Swap	0.00	3,351.68	-3,351.68
5103 · Trail Construction	0.00	470.47	-470.47
5105 · Trail Maintenance	0.00	882.48	-882.48
5115 · Website	0.00	977.50	-977.50
5120 · Zone 4 Fees	97.00	69.00	28.00
5125 · Unrecoverable GST	0.00	6.65	-6.65
<b>Total Expense</b>	<b>41,621.38</b>	<b>44,825.88</b>	<b>-3,204.50</b>
<b>Net Income</b>	<b>142,555.18</b>	<b>124,131.13</b>	<b>18,424.05</b>

**From:** David Van Bergeyk <dvanberg@sd83.bc.ca>  
**Sent:** January 21, 2021 3:40 PM  
**To:** don.lhns@outlook.com <don.lhns@outlook.com>  
**Subject:** Scholarship Info Verification

January 20, 2021

Dear Don Miller:

You are receiving this email because our records indicate you are the contact person for the local scholarship indicated below. **You may receive multiple emails if you are listed as the contact person for multiple different awards.**

It's scholarship confirmation time again here at SAS! Thank you so much for your ongoing support of our graduates. We are asking our generous donors to review the information we have on file and make any changes for the upcoming Grad 2021 class. Please email Dave van Bergeyk at [dvanberg@sd83.bc.ca](mailto:dvanberg@sd83.bc.ca) with changes or confirmation of commitment for this current year.

**Award Name:** Larch Hills Nordic Society Scholarship

**Criteria:** This award is for a current member of the Larch Hills Nordic Society who has volunteered with the Club. The student must describe their involvement with LHNS and the sport of cross country skiing including any volunteer work done for LHNS. The student must be enrolled at a post-secondary institution. Written submission required.

**Extra Information (if provided):** Scholarship must be used within 7 years.

**Amount:** \$500

**Number of Awards Provided of This Amount:** 2

**Recipient Chosen by:** SAS Scholarship Committee to send profiles and applications to Larch Hills Nordic Society

**Thank you note information to be provided to the recipient:**

Larch Hills Nordic Society  
PO Box 218, Salmon Arm, BC, V1E 4N3

**Who the student contacts for release of the funds with proof of registration:**

contact the donor with PSI proof of registration and payment

Due to COVID safety protocols, we will not be holding a reception for donors to meet scholarship recipients this year, and our graduation ceremony is likely to be altered as well. We typically invite donors to attend the graduation ceremonies if they desire, where we announce scholarship awarded to grads as they receive their diploma. This year it is unlikely we will be able to make this invitation, but we will let you know if anything changes.

Again, thank you for your ongoing support of the SAS graduating class. Your contributions make a significant difference in the lives of our youth.

Sincerely,

Dave Van Bergeyk

**LARCH HILLS NORDIC SOCIETY**  
Executive Meeting Tuesday Feb 2, 2021  
7:30 PM,

Admin Assistant/Manager Report

- January continued to be busy.
  - o 543 visitors (non-members)
  - o \$ in e-transfer
  - o Some folks still coming in asking to pay by credit card
- Port-a-Potties caused some confusion. The original agreement we had discussed was that I would contact them when the outhouses needed to be pumped. They had received a call on (my day off) Thursday, Jan 7 from a gentleman introducing himself as a member of Larch Hills. The caller was quite abrupt and criticized them for not maintaining the port-a-potties. The company attempted to reach me and were unsuccessful as I do not have cell phone service when I am at home. When I arrived on Friday, Jan 8 I met the truck in the parking lot. After discussion among themselves, they decided being that it was Friday, that they should come and pump them in case there was a problem and they would have to sit until Monday. The port-a-potties were not near full. They did pump them and we also checked the outhouses to see if that was a problem. No pumping needed for the outhouses but they did add some liquid to help with the odors.

I clean and check the levels everyday before I leave. Two were about ½ full and one almost empty when I left on Wednesday. Wednesday evening was ski team and Thursday we had over 50 students scheduled with the school program so it might have been possible to fill them in that time.

This call out did cost us a maintenance (negotiating a 50/50 split) and going forward, their response to calls is to have the caller get in touch with me. They will not come unless they have spoken to me directly. Pauline will call me on my days off if she thinks they need pumped. It was thought that it might have been a crank call as that has happened on some of their construction sites.

- The Virtual Loppet had 290 entries and 38 t-shirts ordered (+ 6 for prizes) Each entry was posted as emails came in and I did not verify if they had already entered. Some folks skied more than once and notified me each time. Families reported on kids and some will overlap with ski team and jack rabbits. Rules will need to be established before we make the draws.
- A member, Francis Cech contacted me to volunteer for outhouse maintenance. Stated he skis at least once a week and will take on ensuring supplies are readily available. He did his first maintenance run on Friday, Jan 29 and visited 4 outhouses. Will create a schedule of what outhouses he will ski past going forward. I will communicate to him if I hear that there is an outhouse in need of supplies.
- The Emergency Action Plan is complete and has been sent out to the Ski Team. Keith has asked to have two posters produced to be displayed on each floor of the Chalet. I am now trying to organize all of the Safety documents displayed on the website. Will work with Jonathan to ensure the information is easily accessible.
- An incident happened on the hill Saturday, Jan 23. A young lad was riding on a 'ski-bike' and took a jump on the Beast. He was sent over his handle bars, landed head first on the hill with his bike landing on top of him. Dirk Breugem was called at the same time I was notified. The lad walked up the hill with assistance and was delivered to his Mom to transfer to the ER for treatment. He had compressed fractures. He did return to school on Monday.



- Continue to work on the 'workbee/volunteer' report. Jim Nadler is now reviewing it and adding Extra Gang and Tree maintenance information. Abby has sent me the race team documentation. The document will continue to evolve as users provide input.
- RS&Trails has asked us to remove the trail signs that Kari Wilkinson put up. They were made aware that we had added signs that were not RS&T provided. We obtained approval of the sign that is needed on Lakeview warning skiers that they are heading to South Canoe Trails. Keith is planning to put those up this week.
- CSRD is now out of the Legendary Shuswap Trails brochures. They are waiting for updated information and then will be re-ordering. I have printed some 8 1/2 x 14 copies of the ski trails in the interim.
- Bill Prytula has now installed the Base radio in the office and the antennae on the outside of the Chalet. We have switched back to using Channel 1 as Channel 11 is giving us too much chatter between truckers. We will continue to identify the coverage in various areas using a scale of 1-5 and I am recording the data. To date, communications have improved. We now have radio coverage in the area around Metford Road that does not have cell range and some of the South Hub. The only negative test result so far is at East Dales and Baby Moonwalk and the very end of Far East.
- School program: A teacher asked if we had Criminal Record Checks for the ski host volunteers. It was forwarded to Antje for action. Do we ask our coaches to provide a CRC?
- Liaison with the Safety Host Committee.
  - The Transportation Endorsement Course was held Thursday, Jan 28. 9 participated and all are now able to 'package' for transport.
  - Keith has completed an orientation with the new Safety Hosts one by one.
  - It seems that some of our members are still unaware of the procedures if there is an incident on the hill. The Committee has discussed if there is a more strategic place to post the First Aid information. It is felt that the map board has too much information and the First Aid information is not being read..
  - The Committee is working on ideas of how to improve the delivery of this information.
- Communication from members:
  - A suggestion that we identify a safe area for sledding/tobogganning.
  - The canine trail re-surfaced. It was suggested that the canine trail become a loop on the odd days of the month. The loop would be Woodlot Ramble, Sentinel, Sentinel Cutoff and back up Woodlot Ramble.
    - Immediately after that request, we received a trail report that canines were on Woodlot Ramble.
  - Two lovely ladies came in to suggest that we have a 'dead end' sign posted at the start of Far East. Their planned 2 hour ski turned into 4.5 hours when they may a wrong turn.
  - Someone asking if we will be doing Chalet rentals this summer. Advised that the decision will probably not be made until after we hear about COVID restrictions at the end of March.