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| **MINUTES OF THE NORTH BAY NORDIC SKI CLUB** | **DATE:** | Monday, August 31, 2015 |
| **TIME:** | 7:00 p.m. |
| **LOCATION:** | Mike Ward’s Residence |

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| **MEETING CALLED BY:** | John Bowes |
| **RECORDING SECRETARY:** | Julie Bass |
| **TYPE OF MEETING:** | General Board Meeting |

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| **PARTICIPANTS:** John Bowes (President), Gary Jodouin (Treasurer), Julie Bass (Newsletter/Publicity, Recording Secretary), Mike Ward (Membership), Kelly O’Grady (Trails), Andy Davies (Building & Property), Kevin Stoppa, Ian Fettes (School Liaison) | | |
| **ABSENT/REGRETS:** Tom Cook (Snowshoe Trails/Vice President), Liza Vandermeer | | |
| **NON-MEMBERS:** None | | |
| **AGENDA TOPICS** | | |
| **ITEM** | **RESPONSIBLE** |
| 1. **CALL TO ORDER**   John called the meeting to order at 7:09 p.m. |  |
| 1. **APPROVAL OF AGENDA**   N/A |  |
| 1. **APPROVAL OF MINUTES**   July 6, 2015 |  |
| 1. **DECLARATION OF ANY CONFLICTS OF INTEREST**   None declared |  |
| **5.0 BUSINESS ARISING** |  |
| **5.1 President’s Update**   * John has been gathering job descriptions from all directors. | John |
| **5.2 Treasurer’s Report**   * Gary reviewed recent expenditures. * The piston bully has been shipped to the service center in Barrie for repairs. The rubber on the tracks was to be replaced this season; however, the funds will be used towards this unexpected repair instead. The mechanic inspecting the groomer advised that the rubber on the tracks should be good for another year. | Gary |
| **5.3 Trails**   * Planned work on the purple trail has been approved. It will be widened; culverts changed; rocks cleared, and banking improved on corners. This will make the trail skiable early in the season with very little snow. Widening of the trail will enable the club to host future OCUP races. * Work on the blue trail from the access road to club has not yet been approved, but should be for September. Plans are to work on ditching; culverts; fix wet spots, and improve some banking on curves. * Ontario Parks have approved the year round maintenance program submitted last year. Some amendments are to be added. “Adopt a trail” work has been approved. * A bridge committee will be organized to develop a permanent plan for the purple bridge and assess requirements of other bridges on the property. The purple bridge will require 2 six foot culverts; flow assessments; an environmental plan. Budgets are to be set and plans approved from Ontario Parks. Of seven bridges, two are in good shape and the remainder needs work and/or re-decking. Old decking being must be removed from the property. * Ontario Parks requires an engineered plan for work on the purple trail’s bridge. John Page, on trails committee, is an engineer and will prepare a plan. The bridge can be re-decked this year. Ontario Parks will not allow pressure treated lumber to be used. Discussed cost and suppliers of non-treated lumber. Approved replacement of decking at an approximate cost of $2000. . * Groomers are lined up for this year. Peter Bullock, Kelly O’Grady and Gary Jodouin will be the regular groomers with Kevin Denston and Andrew Rees as part time. Part time groomers are to groom at least three times each month. * There is a log in the garage for anyone using the club’s equipment. Orientation will be done on each piece of equipment and signed off on. Adopt-a-trail volunteers will need training on the brusher. * Julie to send an email to members to assist with bridge decking this fall. * A summer trails director position will start next year. Planning work and obtaining Ontario Parks approval are key. | Kelly |
| **5.4 Races**   * Nordic’s Blue Sky Loppet is the only scheduled race this season. The board’s race portfolio will not be filled this season. * Discussed getting Nordic sportswear available for all members to purchase. John and Kevin to look into this. |  |
| **5.5 Membership**   * Mike presented the option of plastic membership cards. Quotes for the plastic card printer, cards and ink were reviewed. The printer would be a one-time expense of approximately $2000. * Gary advised that either the Shrine or Rotary Club in North Bay use a printer. These clubs will be approached to see if we could contract with them to borrow their printer. If the cards work well, the club could purchase our own. | Mike |
| **5.6 Ski Programs**   * After discussion, Alyssa Stoppa will be offered the position of Jackrabbit Coordinator for this season. * In the absence of a Ski Program Director: Mike Ward will bring updates on the DEVO team (through Andrew Koski-Harja) and Kevin Stoppa will bring updates on the Jackrabbit program (through Alyssa Stoppa) to board meetings. * North Bay Nordic will set up a booth at this year’s version of “Let the Learning Begin” on Saturday, October 24. Will ask Alyssa to be available along with several other volunteers. * Discussed better utilizing our members who have specialized training at high levels of competition. Ideas included: pooling Masters with the JRT and DEVO; having guest days i.e. Mark Thomas/Kevin Denston/Andrew Rees to talk about successful starts, etc. These experienced skiers could assist with preparing training plans for JRT/DEVO members. * Mike will take the lead for the ski exchange. Focus to be on getting parents to give used equipment (outgrown); need equipment to get new adult skiers out; easy drop off of used equipment throughout the fall. Discussed working with the Wheel House and Cycle Works as locations to drop equipment off as well as preparing a ticket system to keep track of everything. Gary stressed that all sales will be subject to GST and offered to assist with the financials. Julie will send out information to members and look into advertising options. The DEVO team will be approached to work at the event. Set the date for Saturday, November 14. | Mike/Kevin |
| **5.7 Building & Property**   * An engineer approved plan is required for replacing the deck. Henning Helms is doing the plan which will be used for approval and costing. A team of volunteers will be lined up to do the work. * Garage repairs will be done to prevent ice buildup and leakage including installation of vapor barrier, sheeting and insulation. * Tom will oversee replacement of the fence taken down for the Special Olympics. All supplies are at the club. The date needs to be set. * Gary found mould on the basement floor. The dehumidifier was set up in the area. * Kelly and Ian will install an outside tap. Discussed specific details i.e. interior shut off. | Andy |
| **5.9 School Liaison** | Ian |
| **5.10 Newsletter/Socials**   * The first newsletter will go out at Thanksgiving. Directors will be reminded to submit their reports prior to the date. * This year’s open house will be held on Sunday, December 13. This will also be the last day for early bird registration. * John has put an application in to FIS for world snow day. | Julie |
| **5.11 Snowshoe Trails** | Tom |
| 6.**0 NEW BUSINESS** |  |
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| **7.0** **DATE, TIME, AND LOCATION OF NEXT MEETING**  Monday, September 28 at 7:00 p.m. Location to be announced. |  |
| 8.**0 ADJOURNMENT**  Time: 9:00 p.m.  **Moved by: Mike Ward Seconded by: Kevin Stoppa**  **MOTION PASSED** |  |