



Nordic Ski Club Saskatoon

Minutes

Executive Meeting

October 14, 2010, 7:00 p.m.

Residence of Bill and Renate Bishopp

List of Attendees: Kirsten Ketilson, Dan Brisbin, Bill Bishopp, Alison Meinert, Renate Bishopp, Jan Sedgewick, Dick White

Regrets: Debbie Anderson, Heather Bernhard, Sandra Sawatsky, Bruce Simms, Ben Pickford, Stan Windels

Documents: Budget, Vision 2020 RFP, Snowmaking proposal

1. Review of proposed agenda

Agenda was reviewed and amended. All were in favour.

2. Review of September 9 minutes

Kirsten sent out the Sept 9 minutes the night of September 9 and again on October 14. All agreed to approve the minutes.

3. Business Arising from the September 9 Minutes

a) Loppet. Kevin will be organizing the Loppet on behalf of the NSCS. The club will groom the trails and provide the volunteers and apply for the grant.

b) Blackstrap Ski Trails. Jan received a letter from Brian Dressler, Pike Lake and Blackstrap supervisor that said they would be willing to work with NSCS in grooming the Blackstrap Trails. A further proposal from Nathan is available. General discussion that grooming would only occur with approval of equipment committee and availability of equipment as previously discussed.

c) Telephone line is not functional as of October 14, 2010.

d) Equipment Storage. Dick provided update on storage container to be used at Wildwood. Purchase of storage container is imminent; CoS has now advised (at last minute) that a fee of \$300 will be charged to store the container at the Wildwood Golf Course. General discussion of whether we should proceed with purchase and agree to pay fee. General agreement that we should pay fee for 2010-2011 ski season but not agree to pay fee in future as we are providing a service to CoS. Jan indicated that contract with CoS for storage of equipment at the Victoria boathouse in the summer is up for renewal.

e) Wildwood Golf Course Rental. Jan approached CoS to see whether would be willing to accept a lower fee than \$1000/month for lease of Wildwood Golf Course for January & February. CoS has indicated that would be willing to lease to us for \$800/month. Agreement in principle to complete this possibility for this year with no long term requirement. General discussion that should add this \$1,600 to 2010/2011 budget for rent/storage and reduce budget for loppet to \$1,300 and for racing to \$600. Discussion of how the revenue for this cost would be generated in the long term. Ideas included donation box to pay for open clubhouse on

weekends, funds from youth & competition programs, possibility of having additional members.
Action:

f) Vision 2020. Dan indicated that Vision 2020 committee had met and was interested in polling a subset of membership in addition to executive to determine vision for club. Reviewed that committee had decided that hiring a professional facilitator was needed to conduct strategic planning sessions, and have prepared a Request for Proposal to solicit a facilitator. Kirsten sent out the RFP document to executive October 14, 2010. Vision 2020 committee is proposing that a \$5,000 budget be approved to complete 10 year strategic plan. General discussion that a strategic plan was a good idea and that several members of the executive had been through the process with other organizations and that there was tremendous value. Bill moved that we engage a facilitator towards the development of a long term strategic plan. Dan seconded. All in favour. Dan moved that we allocate \$5,000 in the budget for engagement of a facilitator but that the cost be reviewed after a proposal from the successful contractor was received prior to signing the contract. Kirsten seconded. All in favour.

g) Junior Racing Team. Proposal & racing budget from Nathan Sedgewick not yet received. Alison to contact Nathan and give him a deadline for submission prior to fall GM otherwise junior racing team would not be endorsed for 2010-2011 season.

4. Jack Adelman Fund

Review of proposal from Jeff Whiting and Larry McGuire to acquire snowmaking equipment for Kinsmen Park using Jack Adelman Fund. Jan indicated that this proposal might fit into the donation made to improve facilities (\$5 million) at Kinsmen Park from PCS. General discussion that review of proposal was needed as executive had not had a chance to review it. Concerns were noted about where equipment would be stored, whether volunteer base was adequate to operate equipment, and whether strategic plan was needed prior to decision on snowmaking.

5. Website & Publicity

Audrey has resigned from website. Website will be continued to be updated by Audrey until new developer is available. Jan has spoken with & received proposal from Christian Jensen of Christian Jensen Communications Design. Proposal includes new image/logo, brochure, website design costs (3 different levels of website sophistication). General agreement that proposal needed to be reviewed in order to have an appropriate discussion. Discussion of possibility of using members who have website design capabilities and disadvantages of this method. General agreement that website design was most important (approx \$1900 - \$4100) and that new image/logo was secondary. Jan indicated that additional budget would be needed to redesign website and must be incorporated into 2010-2011 budget. Kirsten indicated that would be good to receive more than one proposal for website design. Dan and Kirsten indicated that it would be good to start with a basic website that could be upgraded as budget was available.

6. Budget

Revision to revenue side needed:

- Revision of MAP figure to \$6,834.
- Revision to youth programs to \$3,600.

- Revision of CCS Equipment Grant to \$1,800.
- Total revenue should be revised.

Revision to expense side needed:

- Change name of club awareness advertising to publicity and website.
- Revision of publicity & website to \$3,000.
- Revision of loppet expense to \$1,300.
- Revision of rent/storage to \$2,500.
- Revision of racing to \$600.
- Revision of youth to \$3,600.
- Revision of purchase of equipment to \$3,500.
- Addition of Vision 2020 line \$5,000.
- Total expense should be revised.

Discussion of need to revise Eb's trail maintenance costs based on email from Heather Bernhard. Decision made to leave budget as is without justification as to increased cost.

Discussion of need to wean people off printed copies of newsletter to reduce costs, discussion of whether newsletter should be available on website or whether should be distributed by email (members only). Comment that vast majority of members do not participate in programs.

Bill volunteered to revise budget and send to Ben.

Kirsten moved that the amended budget be forwarded to the fall general meeting for membership approval. Bill seconded the motion. All in favour.

7. Racing

Dan reviewed draft schedule of racing issued by CCS. January 8-9 Blue Mountain, January 29 Nordic Ski Festival SaskCup race, January 30 Saskatoon loppet. Racing schedule will be approved at CCS fall meeting on October 23.

Update on committee that is re-writing SaskCup rules. Two races will be designated as Head to Head races which will be high performance races that will be designed to have all high calibre racers from the province competing against each other. CCS is soliciting volunteers to run provincials; Flin Flon is willing to run provincials. La Ronge, Saskatoon and Flin Flon have best volunteer base to run high calibre races. General agreement that Saskatoon would be willing to run a high calibre race on January 29 and is happy with Flin Flon running provincials.

8. Fall General Meeting

Discussion as to whether fall general meeting date needs to be revised. General agreement that 2 week notice was sufficient.

9. Next Executive Meeting

Executive meeting set for Wednesday, November 24 at 7 pm at the house of Jan Sedgewick.

10. Adjournment

Kirsten moved that the meeting be adjourned. Total meeting time 3 hrs.

NSCS Executive Meeting Minutes October 14, 2010

Revision: 1

Date: October 22, 2010

Prepared by: Kirsten Ketilson

Distribution: Attendees, Regrets