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Nordic Ski Club Saskatoon
Minutes
NSCS Fall General Meeting
October 29, 2009, 7:00 p.m.
Saskatoon Field House

- List of Attendees:** Bill Bishopp, Ann Popoff, Ben Pickford, Dick White, Randy Chapman, Alison Meinert, Doreen Chapman, Heather Bernhard, Kathy Butler, Robin Butler, Nathan Sedgwick, Kevin Robinson, Dan Brisbin, Bob Katarynych, Al Theede, Sandi Sawatsky, Jeff Thorpe, Eric Lamb, Jan Sedgwick, Kirsten Ketilson, Bruce Simms
- Executive:** Jan Sedgwick (President, Publicity & Website), Dan Brisbin (Past – President), Bill Bishopp (Membership), Ben Pickford (Treasurer), Sandra Sawatsky (Touring/Hiking), Kirsten Ketilson (Secretary), Robin Butler (Competition/biathlon), Dick (Richard) White (Equipment), Alison Meinert (Youth Programs), Heather Bernhard (Eb's Trails), Bruce Simms (Instruction)
- Regrets:** Renate Bishopp (Kivilski), Debbie Anderson (Touring/Hiking), Stan Windels (Blind Skiers)
- Documents:** Agenda, Financial Statements, 2009-2010 Budget, Calendar of Events

LIST OF DISCUSSION

1. Approval of Agenda

- Jan Sedgwick reviewed the agenda that had been distributed to all attendees. An opportunity was offered for others to add to the agenda.
- Bill Bishopp indicated that biathlon needed to be added to the agenda discussion.
- Alison Meinert moved to approve the agenda. This was seconded by Ann Popoff. The motion was carried.

2. Approval of Spring General Meeting Minutes

- Jan Sedgwick circulated spring general meeting minutes to all attendees of that meeting.
- Jan Sedgwick noted that the meeting minutes incorrectly noted the name of the NSCS treasurer (Ben Pickford).
- another mention was made that not all members of the executive council were listed in their positions on the meeting minutes.
- there was some discussion between attendees as to the reason for why all executive council members were not included. The bylaws of the club were read
- Heather Bernhard made a motion to amend the minutes to include all directors at the time of the spring fall meeting. Motion was seconded by Randy Chapman. Motion was carried.
- Motion was made by Sandra Sawatsky to accept the minutes as amended. Motion was seconded by Ann Popoff. Motion was carried.

ACTION: JAN SEDGWICK to amend minutes from spring general meeting minutes to revise the name of the treasurer and include all NSCS executive council members.

3. Introduction of NSCS Executive

- All attendees at the meeting and their position on the NSCS executive (if applicable) were introduced in a roundtable manner.

4a. Financial statement and 2009/2010 budget

- Ben Pickford reviewed the audited financial statement that was distributed to all attendees, and asked whether there were any questions.
- Kirsten Ketilson asked why there was a profit in 2008/2009.
- Ben Pickford explained there were several changes that resulted in a profit including higher grants, higher lesson revenue (change to Jackrabbit program), and low machine repair and maintenance costs (machines were not serviced at end of 2008/2009 season). Others indicated several other reasons including an increase in membership of approximately 30% (Bill Bishopp), frugally run operations (Jan Sedgwick). It was mentioned by Jeff Thorpe that profit is generally used to make a major purchase (generally equipment).
- Jeff Thorpe asked why the MAP grant was so much higher in 2008/2009 (2010 it will fall to approx. \$12/member, from approx. \$13/member in 2009.)
- Bill Bishopp mentioned this may be due to a reduction in the amount granted per member over the past few years. Jan Sedgwick mentioned that it may depend on how many clubs apply for funding each year.
- Ben Pickford moved to accept the audited financial statement. Motion was seconded by Dick White. Motion was carried.

4b. 2009/2010 Budget

- Ben Pickford distributed copies of the 2009/2010 budget. Ben mentioned that the MAP grant would be lower than indicated and would be approximately \$4700 based on a recent meeting.
- Discussion of need for new track grooming equipment, budget for CANSI course, biathlon, and Eb's day followed (see items 4b-1, 4b-2, 4b-3, 4b-4).
- After discussion, motion was made to accept budget.
- Ben Pickford moved to accept the budget. Dick White seconded the motion. Motion was carried.

ACTION: BEN PICKFORD to make adjustments to budget as outlined in item 4b-1 below..

4b-1. Discussion of need for new track grooming equipment

- Dan Brisbin indicated that there was no budget allocated for new track grooming equipment. Dan elaborated that he had spoken to Greg Ruster from Regina club about an appropriate renovator and he recommended a Tintec Generation II Drag (approx. cost \$6-7K USD). (A renovator has adjustable blades & teeth, is very good at chewing up ice and has wings that can bring in snow from outside). This machine would also require a 5th wheel style hitch to allow the snow machine to turn more easily and reduce the turning radius. Turning with the current renovator is difficult.
- Ben Pickford mentioned that there was discussion at the executive council meeting of purchase of a packer, later clarified to be a roller. This would be an additional piece of equipment.
- Ben asked what the timeframe was for purchase of the renovator and whether it had been discussed by the equipment committee.
- Dick White (equipment director) mentioned that the committee had met but wanted to apply for funding from CCS (application date end June) for something major only every few years to increase the amount of funding granted (clarified with assistance from Bill Bishopp). Identified that renovator, roller, and new skidoo were major equipment purchases that were needed. Dick was interested to know opinion of group.
- Robin Butler mentioned that at Wildwood, renovation is critical because it is very windy and the snow is often hard packed, This is the main training area for the HiPer group. Robin mentioned that NSCS does not have proper renovator and it is needed.
- Discussion about whether Wildwood Golf Course would be damaged by new renovator, identified that current renovator would have greater chance to cause damage due to poor depth control.
- Jeff Thorpe was in favor of purchase due to amount of money in the bank.
- It was decided that there was general support from attendees, and that a detailed proposal would need to come from the equipment committee

- Original Motion made by Dan Brisbin to authorize the equipment committee to spend \$10,000 on the purchase of equipment for upgrading the trail system in 2010. Motion was seconded by Randy Chapman.
- Amendment to motion suggested by Kirsten Ketilson.
- Amended Motion: The NSCS authorizes the equipment committee to prepare a detailed budget and proposal outlining the need for equipment purchase up to \$10,000 to upgrade the trail system in 2010.
- Dan Brisbin approved the amended motion, Randy Chapman seconded the amended motion. Amended motion was carried.

ACTIONS:

BEN PICKFORD to revise 2009/2010 budget to indicate purchase of trail upgrade equipment of \$10,000.

EQUIPMENT COMMITTEE under direction of Dick White to prepare a detailed budget and proposal for the purchase of track grooming equipment in 2009/2010 and present to the executive council for approval.

4b-2. Funding for Canadian Nordic Ski Instructors course

- Bruce Simms mentioned that the Canadian Nordic Ski Instructors course (pre-course Nov 12 & 13, Level 1 on January 30/31 in Saskatoon) may need financial support from the NSCS (anticipated shortfall of \$1200).
- It was identified that there was insufficient detail available in terms of number of attendees, the portion of revenue anticipated from fees, sources of revenue available (i.e. CCS Grant), and the amount of financial support needed.
- Attendees indicated that there would be general support to cover the fees for members of the NSCS that took the course, but that financially supporting other clubs might not be appropriate..
- Ben Pickford suggested that the matter should be referred to executive for further discussion, Jan Sedgwick agreed with suggestion

ACTIONS

- **BRUCE SIMMS** to gather more information and present it to the executive council.
- **EXECUTIVE COUNCIL** to make a go-forward decision based on available information.

4b-3. Funding for biathlon

- Bill Bishopp indicated that the biathlon club in Saskatoon is currently defunct, but used to be a major part of the NSCS. Bill had talked to Doug Sylvester (in North Battleford), and he said he would be willing to provide instruction to people in biathlon if they were interested. Bill suggested that the NSCS should have more biathlon participants.
- general discussion of what a budget number would be or a future plan would look like for biathlon. No biathlon members were present at the meeting.
- Dick White suggested an advertisement be put in Kivilski to get participation from any interested in biathlon.

ACTIONS:

- **BILL BISHOPP** to prepare advertisement to be added to Kivilski asking for anyone interested in biathlon training to come forward.
- **EXECUTIVE COUNCIL** to make a go-forward decision based on interest in ad.

4b-4. Funding for Eb's Day

- Heather Bernhard identified that the 2009/2010 budget for Eb's Day was low based on the provision of free food in 2008/2009.
 - Kirsten Ketilson indicated that in other cases, the budget could be considered a guideline, and that spending above the budget allocation would indicate to the club in future years that the amount allocated was too low
- ACTION: HEATHER BERNHARD** authorized to spend \$50-100 above indicated budget for food on Eb's Day if needed.

5. Calendar of events local & provincial

- Jan Sedgwick reviewed the calendar of events month by month. The following additions/revisions were made to the calendar of events.
 - November 27/28 ICCI Introduction to Community Coaching, 10 hour course.
 - January 16/17 Community Coaching Course. 16 hours.
 - Tentative November 22 Level 1 Officials course
 - Wednesday & Thursday November 4 & 5, Jackrabbit registration
 - Cancellation of ski swap
 - Cancellation of Blue Mountain Loppet
 - Eb's Day February 21 (moved from March due to historical lack of snow on this date).
 - Jackrabbit ski swap to be advertised only among participants.
 - There was discussion of an in-city loppet on January 30/31 as part of the Wintershine festival.
- ACTION: EVENT ORGANIZERS** to forward all additional/alterd course/event dates & information to Kivilski/ website organizers

6a. Volunteer recognition

- Jan Sedgwick acknowledged the contribution of Randy Chapman to the NSCS. Randy has groomed trails & been involved as a volunteer for many years with the help and support of his wife Doreen. Randy chose in 2008/2009 to allow others to step forward, and this was much appreciated by the club. Small plaque presented with expression of sincere appreciation for countless hours of effort. Photo taken for inclusion in Kivilski.
- Jan Sedgwick acknowledged the contribution of Heather Bernhardt. Heather sits on Nisbet Advisory Committee and has done so for the past 7 years with two other members. Heather has been key in ensuring that Eb's Trails are maintained for cross country skiers. Photo taken for inclusion in Kivilski.

ACTION: JAN SEDGWICK to organize photos to be included in Kivilski.

6b. Volunteer recognition

- Jan Sedgwick asked for ideas on how to get more volunteers to run programs. Ideas are listed below with contributor name indicated in brackets.
- i. Communicate that we are looking for people to sit on committees, how long the commitment would last, and what the committee involves. Communication could be done via the website and Kivilski (Jan/Alison)
- ii. Have directors in charge of a certain area use the lists provided by Bill based on the membership interest boxes to recruit members to committees (Bob, Bill, Dick).
- lii. Hiring of part time person to take care of key volunteer positions that people were unwilling to take on (i.e., food/drink organization for jackrabbits ski club (Kevin Robinson, Robin Butler, Alison)

ACTION: EXECUTIVE COUNCIL to further discuss ideas presented

7. Future plans/ Vision 2020

- Discussion of future plans and visions 2020 was crisscrossed with volunteer discussion. Points are separated out here related to future plans for the purpose of further discussion.
- Jan Sedgwick identified that the club needs long term goals, as often programs are short term based on the interest/participation of 1 or 2 people. Ideas related to future plans/vision 2020 are indicated below with name(s) of contributors indicated in brackets.
- i. Focus of executive council meetings on strategy instead of day to day concerns, which could be resolved outside executive meetings in committees (Dan Brisbin).
- ii. Inclusion of short summary of executive meeting discussion in Kivilski / on website (Jan Sedgwick).
- iii. Construction of a training facility (Jan Sedgwick)
- iv. Participation at SaskSki meetings, with other ski-related clubs. Example was given about lack of knowledge within club of proposal by alpine club to develop an in-city ski park (Alison).

- v. Clearly written future goals/strategy so people can come forward and indicate what they would like to participate in (Dick White/ Alison):
- vi. Maintenance of clear & constant communication with the City of Saskatoon regarding the potential for new trails in new communities of Saskatoon (Jan Sedgwick). Example was given that the COS (Roxanne Melnuk) has asked for a NSCS wish list, and a meeting on November 10.
- vii. Opening of executive meetings to all members of NSCS (same as CCS Strategy). Comments were made that this was not the history of the club, and that this was the reason for the fall meetings. (Nathan Sedgwick/ comments from Jan Sedgwick/ Heather Bernhard)
- viii. More social nights to allow members to get to know each other in a more informal setting (Jan Sedgwick).
- ix. Implementation of strict time limits on item discussion/ meeting length. Culture of club is that the meetings run too long (Kevin Robinson)
- x. Focus on attracting younger members to executive council (Nathan Sedgwick).
- xi. All directors could create a future plan for their discipline, this could be a starting point for a 2020 plan (Dick White).
- xii. Work on a longer planning cycle (e.g., 8 years). Identify over-arching goals. Example was given based on CCS goals: 1) Participation (what growth is wanted?), 2) Facilities (do we want more different facilities?), 3) Programs (youth/adult instruction), 4) Events (loppets, races) (Dan Brisbin)
- xiii. More advertisement about the NSCS. Comment was made that we advertise in leisure guides, signs at facilities, and most shops refer to us (Nathan Sedgwick, comments by Jan Sedgwick and Kevin Robinson)
- xiv. More time devoted to initial brainstorming (Dan Brisbin)

ACTION: EXECUTIVE COUNCIL to further discuss ideas presented

8. Questions/ Comments

- Nathan Sedgwick indicated he was very interested in setting a track at Blackstrap for 2009/2010.
- Jan Sedgwick indicated that a detailed proposal and budget would need to be prepared before any actions would be approved by executive council.

ACTION: NATHAN SEDGWICK to prepared detailed proposal & budget for activities at Blackstrap in 2009/2010 for consideration by executive council.

9. Adjournment

- Total time of meeting was 2 hours 15 minutes.
- Motion to adjourn the meeting by Robin Butler. Motion carried.

Revision: 2 (April 30, 2010)
Prepared by: Kirsten Ketilson
Distribution: Attendees, Executive Council

Any questions about, comments on, or revisions to the meeting minutes should be made to Kirsten Ketilson (kirstenketilson@sasktel.net).