

**Whitehorse Cross Country Ski Club
Board of Directors Planning Meeting**

Date: May 19, 2009

Time: 6:00 p.m.

Location: Curling Lounge, Mt. McIntyre Rec Centre

Meeting Attendees: Mike Gladish, Tom Ullyett, Jim Gilpin, Lorna Hutchinson, Craig Thur,
Ian Robinson, Bill Curtis, Derrick Hynes, Doug Knutson

Regrets: Katherine Sandiford, Sierra Vandermeer, Niki Deneault, Kelly Cooper

Call to Order (Derrick) 6:35 p.m.

Strategic Plan/Business Plan (Derrick)

Derrick went through the Business Plan, 2008/09

Goal #1

- Most trails have been widened to accommodate pisten bully.
- Ski-doo fleet is in fairly good order.
- We have received funding to have architects do some more work on wax room expansion plans.

MOTION: by Bill Curtis that we approve expenditure of up to \$6,000 (includes \$3,000 from City of Whitehorse grant) to be spent for architectural work for waxroom expansion. Seconded – Craig. Carried

- Compatible Use Guidelines have been done by Jim.
- Risk management matters have been dealt with, i.e. dog policy changes.
- Club has been engaging with City of Whitehorse on various matters.

Goal #2

- Emergency plan in place.

Goal #3

- Matters are being dealt with in the Business Model Plan.
- Race Committee being set up to recruit chiefs and event organizers. We really need to look down the road further for recruitment of race officials. 2010 Nationals training races for this season have all the major volunteers in place.
- Kelly will do the survey of members this fall.
- “Ski host” program – Nothing has been done with this.

Goal #4

- CCY/WCCSC had a joint meeting. WCCSC race committee has been set up.
- 2010 Nationals Committee in place. The committee is still working on more sponsorship.
- The club needs to hold a few more recreational/low key events.

Goal #5

- Land Tenure Committee – Ski Club plan/goals need to be presented to the City.

Priorities for 2009/10

- Outside the Cube felt the Club had too many major goals to work on in a year. It was suggested that we should identify 3-5 goals. We identified our goals as: Waxroom Expansion, Land Tenure, 2010 Nationals and the implementation of Business Model Plan

Business Model Plan

- Before the June Board meeting all executive members should review the Business Model Plan. We will need to decide which parts of the Plan we want to implement this year (set aside 1 hour at next meeting). It was agreed that the process would take about a year. We will need someone to take charge of implementing the plan. It was decided that the Business Model Plan should go on the website. Mike will pass this on to Darryl. Derrick will put together a draft of the Business Plan to vote on at the next meeting.

Financial

- Ian reported that the Club is doing very well financially. We have a \$25,000 surplus.
- The membership rates attached.

MOTION: by Tom that we adopt the fee schedule as attached. Seconded - Craig. Carried.

Programs

- The Ski Swap is set for Saturday, October 17, 2009.
- Wax & Wine – We agreed to have 4 again this year – the presentations should be at the audience level.
- We will drop the free ski days. It was agreed to put on the website “new to town, come up for a free daypass”.
- Sugar Shack – proposed to schedule for March 20, 2010 and to promote it as an event for visitors and competitors - day off for Nationals.
- Subway would like to sponsor again this year (need to see where they could fit in).
- Chalet to Chalet – may happen
- The Northwestel Loppet is set for March 6, 2010. It will be a self timed event because most volunteers being used for Nationals.
- We will try to have a few more informal time trials this year to emphasize the social aspect of the Club.
- CCY / Club race schedule will be out soon.

Volunteers

- A full page ad was in the newspaper to recognize volunteers.
- Free daytimers given to volunteers.

- Next year, the volunteer database needs to be kept up to date and we need to recognize the volunteers in the waxroom in some way.

Facilities

- We will discuss this at the next Board meeting.
- The slope by the TUBE on Sumanik Drive needs to be worked on.

Communications

- We will have one paper newsletter in the fall.
- We will continue with electronic newsletters.
- Kelly will do the Membership Survey in the fall.
- Discussed updating the Club's webpage -

MOTION: by Tom that we have the Club website updated by Elvio Web Design before July 31, 2009 up to a maximum of \$3,000.00 to be spent in this fiscal year. Seconded - Bill Curtis. Carried.

Administration

- Bill will meet with Mike to look over Mike's contract. The contract will be discussed at the Budget meeting and the Board will look at it at the June Board Meeting.
- We will discuss the new Dog Policy at our next meeting for 15 minutes.
- Time-line update – Mike will e-mail it to the board members.
- Board members were asked if they would like to stay on the board for another year. Everyone in attendance agreed to stay on with the exception of Kelly (by e-mail) and Derrick. Lorna will e-mail Sierra, Niki and Katherine to see if they will stay on.

Meeting ended at 9:50 p.m.

Next Meeting: Budget Meeting – Monday, May 25, 2009 – 8:00 p.m. – Tom's house
Board Meeting – June 24, 2009, 6:30 p.m. Waxroom – Mt. McIntyre Rec Centre

Whitehorse Cross Country Ski Club – Fee Schedule 2009/2010

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NAME	DESCRIPTION	DURATION OF SERVICE	FEE	EXECUTIVE APPROVAL
<i>Membership</i>	Full membership benefits for current season	Oct.01/09 to Sept.30/10	Adult \$215/\$195 + GST Senior/Student \$130/\$120) +GST Junior \$45/\$40 +GST Under 6 \$20 and 75+ \$1 +GST	19/05/09
<i>Social Membership</i>	Membership benefits including vote and use of facilities except for ski trails	Same as above	\$25.00 + GST	19/05/09
<i>Corporate Membership</i>	\$1000-\$2500 in kind 1 membership \$2500+ in kind 2 memberships \$5000+ in kind 4 memberships \$7500+ in kind 6 memberships \$10,000+ in kind 8 memberships \$12,500+ in kind 10 memberships		No charge	19/05/09
<i>Joint Membership</i> Kwanlin Coyote Ski Club	Full membership benefits if already signed up as a Kwanlin Coyote club member	Oct.01/09 to Sept.30/10	Junior \$20 +GST Adult \$100 +GST Family max \$200+GST	19/05/09
<i>Day Pass</i>	Use of wax room and any club trails for date indicated on pass. Up to 10 day passes may be used as credit toward membership.	1 day only	Adult:\$11.43+.57 gst = \$12.00 Youth (under 19) , Student/Senior \$5.71 + .29 gst = \$6.00	19/05/09
<i>Family Pass</i>	Same as above	1 day only	\$23.80 + 1.20 gst = \$25.00	19/05/09
<i>3 Day Pass</i>	For visitors only – anybody who lives outside of Whitehorse	3 consecutive days	\$30 (28.57 + 1.43 GST)	19/05/09
<i>5 Day Pass</i>	For visitors only – anybody who lives outside of Whitehorse	5 Consecutive days	\$50 (47.62 + 2.38 GST)	19/05/09
<i>Buddy Pass</i>	Available to Ski Club members to bring a guest or visitor	2 per season ½ day pass fee	\$6 (5.71 plus .29 GST)	19/05/09
<i>Ski School Day Pass</i>	Beginner Lessons	Pass valid only for lesson - refundable for membership	\$3 (2.86 +.14) sen, student \$3 per lesson	19/05/09
<i>Ski School Day Pass</i>	Intermediate/Advance	Pass valid for day of lesson- refundable for membership	\$10 per lesson	19/05/09

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Day Pass for Schools	use of wax room & trails per prior arrangement made with WCCSC	Throughout ski season	\$1.00/skier/day .94 + .06	19/05/09
Christmas Day Pass Coupon Books (a) Adults (b) Seniors/Youth (c) Family	Coupons in books to be redeemed for day passes: (a) 5 coupons (b) 5 coupons (c) 3 coupons	Coupon Books available for purchase Dec. 1- 24 th . Valid from Dec. 1st to end of season.	(a) Adults: \$50 (b) Seniors/Youth/Student: \$25 (c) Family: \$70	19/05/09
Spring Pass	Membership benefits no vote at AGM	March 1 st to end of season	\$70 + 3.50 = 73.50	19/05/09
Ski Patrol Membership	No charge – based on minimum commitment Of 10 hours per month	Season		19/05/09
Special Olympics Second Opinion Society	Fee per skier.	Season	\$50+ gst	19/05/09
Out of Town Student Membership	For students living out of Whitehorse who require club membership for competition or are visiting over Christmas	Season	\$40 + GST	19/05/09
Lockers: Wax room – H (a) Waxroom V1 (b) Waxroom – V2 (c) Green Squad (d) Ski Team (d) Hallway(e) Orange Squad (d) Change rooms (f)	H – Horizontal (3 skiers sharing) V – Vertical – per locker (4 skiers sharing) V- Vertical (2 door) Fee due by Ski Swap. Waiting list maintained in office.	Throughout the season. First right of refusal to current occupant until Oct 20, 2008 Membership required. If not used – forfeit right of refusal.	(a) \$120 or \$40 each share (b) \$200 or \$50 per share (c) \$175 family (d) \$150 squad lockers (e) \$50 (f) \$40 add GST to all	19/05/09
Billboard Ads on Bridge	Advertising space on Sumanik Drive Overpass. Advertising year runs from Aug 01 to July 31.	Throughout the year	\$250 + 15.00 = \$265.00	19/05/09
Billboard Ads Stadium/Waxroom Area fencing	Advertising space on timing hut, kiosk, permanent fencing in stadium. 4'x8'	Throughout the year	\$125 + 7.50 = \$132.50	19/05/09
Billboard Ads-blue fencing	Advertising on portable (blue) fencing 2'x8'	October to April	(b) \$100 + 6.00 = 106.00	19/05/09

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Newsletter Advertising	2"x8" ad at bottom of each page except front page.	Per newsletter	\$50 + GST	19/05/09
Web Page advertising	pending			
Newsletter Emailer	Exclusive ad on all e-newsletters for year		\$500 + gst	19/05/09
PROGRAMS: Jackrabbits/ Bunnies/Lynx	All Jackrabbits in program must be WCCSC members. No distinction between Bunny/Jr	Jan to March 1 session/week	\$45 (no gst on children's programs)	19/05/09
RENTALS: CCY Office	Cross Country Yukon rents office space for Sport Coordinator/Head Coach	Aug 1 to July 31 (12 months)	\$100/mo +GST	19/05/09
Equipment used at Ski Club for CCY Race Series Event	Trail grooming equipment		\$25/hr + gst	19/05/09
Equipment used in community for CCY Event	Trail grooming equipment		\$30/hr + gst	19/05/09
Equipment used for Buckwheat Classic	Rental of trail grooming equipment and snow machine(s)	March 2008	\$35/hr + gst (skidoos) \$100 flat rate for other \$100 flat rate for timing eq	19/05/09
Equipment used for CCY Jackrabbit Program	Trail grooming for local schools hosting Jackrabbit Programs & Jackrabbit Jamboree		\$30/hr + GST billed to CCY	19/05/09
Timing equipment used in community events (ie. Marsh Lak, etc.)	Chronomix, stopwatches, etc.		\$100 refundable deposit	19/05/09
Pisten Bully use for CCY events hosted by WCCSC	Use of Pisten Bully / Operator for CCY races		\$75 / hour	19/05/09
Pisten Bully away from Ski Club	Agreement to made with company. To include operator wages as well. Discussion/approval by board is required on each request.		\$3000 per day includes operator overtime and travel	19/05/09

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<u>Pulk Rental</u>	Daily rental fee for use of ski club pulk Seasonal rental fee for ski club pulk	Per day Per season (members)	\$5 includes GST \$20 includes GST	19/05/09
Wax Room Rental		Per day Between Oct 1 and April 30 Between May 1 and Sept 30	\$30 per hour \$150 per day \$100 per day	19/05/09
Portable fencing	per 8' section and post	Per day	\$2 per section per day	19/05/09

one season pass (membership) for \$1000 to 2,500 contribution (cash or in-kind)

-two season passes (memberships) for \$2,500 more contribution (cash or in kind)

-four season passes (memberships) for \$5,000 or more contribution (cash or in kind)

-six season passes (memberships) for \$7,500 or more contribution (cash or in kind)

- eight season passes (memberships) for \$10,000 or more contribution (cash or in kind)

- ten season passes (memberships) for \$12,500 or more contribution (cash or in kind)