



Kanata Nordic Ski Club annual General meeting / 27 March 2017 / Minutes

Beaverbrook Library

Attendees: Marlene Alt, Kam Leung, J Jo Bellamy, Brendan Duivenvoorden, David Bentley, Jim Lambley, Maureen Smith, Stefan Bergstrom, Eugene Vigneron, Raynor Boutet, Amy Fraser, Greg Mark, Kaleigh Maclaren, Ian Maclaren, Richard Batty, Heather McCulligh, John Clarke, Mike Purdy

Apologies: Mike Duivenvoorden, Cory Garlock, Lily Yip

1. Adoption of the agenda

Motion was proposed and seconded with all in favor.

2. Review of AGM minutes 2016

It appears that the agenda that was illustrated at the meeting had been amended slightly but only to correct typos and rearrange report presentation order so in essence are the same. The corrections were noted and the one posted online will be cross checked.

A motion was proposed to accept the minutes and seconded with all in favor. It was agreed that the website will be updated with access to the appropriate reports within the coming weeks.

3. Annual Reports

Presidents Report Highlights ([link to full report](#))

- Another very successful year
- Some challenges including having a single outlet from the cabin area for 4-5 weeks due to extension of Gift of Lights; we're working with the Parks to find ways to maintain full trail connectivity next season
- Likely we will be in similar facilities next year
- Possibility of washroom use
- Snow Day was expanded thanks to City of Ottawa Civic Events grant and a great success
- Trying to obtain a coach to help expand programs
- Thanked Executive, City of Ottawa, Fresh Air Experience, Wesley Clover Parks and all the volunteers

Membership Coordinator Report Highlights ([link to full report](#))

- Membership growth 25% but program registration remained constant
- Over 200 families
- Hoped that a paid coach will increase the programs and membership

Jackrabbit Coordinator Report Highlights ([link to full report](#))

- The program has been delivered under budget
- Have tried to keep the ratio of children to leaders low by an increase in volunteer parents
- Found that volunteer parents were eager if small roles were given
- There are some parking issues that will need to be addressed for next year
- A meet and greet for the leaders was held in December and was a great success

Trails Coordinator Report Highlights ([link to full report](#))

- A very good year with substantial volunteer input which was thanked
- Lots of additional roles other than grooming, including signage, facilities and equipment maintenance as well as support to the various events
- 15km of trails have been groomed and maintained, with grooming 3-4 times a week
- Reuben has been running the facilities with the first year of using the cabin
- A good race course was developed for the Pretzel race and preparations went very smoothly.
- The future goals include purchasing of further equipment (see motion) maintenance and trail development and replacing other equipment as required

Promotions Coordinator Report Highlights ([link to full report](#))

- Addition of blade flags
- Kanata Nordic information handed out to Gift of Lights cars
- Increase in newsletter and social media activities
- Snow Day was well promoted by third parties
- Number of day pass and membership growth

Racing Coordinator Report Highlights ([link to full report](#))

- Thanked volunteers who filled in as no paid coach this year
- 21 athletes 17 active; they were out 3 times a week
- Would like to build larger cohort of older children
- Pretzel Race a great event; took 800 hours to put on
- Hopefully many finishing Jackrabbits this year will now move in to Racers

Teen Ski Fit Report Highlights ([link to full report](#))

- A combined program this year with Track Attack
- Good volunteer support to split the group into ability
- There were 13 registered
- Everyone developed well
- Would like to have a coach to help program development
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Events Coordinator Report Highlights

- The ski swap was a success with 27 sets of skis waxed and close \$1000 raised
- It was felt the commission could be raised from 10%

- It was felt that a 2-week earlier time slot and more advertising would help
- The annual banquet will now be a picnic in June on June 10th at Mill of Kintail

Masters Coordinator Report Highlights ([link to full report](#))

- Good year for adults with good leaders
- 4 programs: touring, adult novice, intermediate and masters
- Masters demand far exceeds the program we currently can offer

Treasurer's Report Highlights ([link to full report](#))

- 3 years of financial information
- Presented final 2016; projection for 2017, and budget for 2018
- Good membership growth without increase in fees
- Underspending on paid coach in 2017

A motion to approve the final 2016 figures presented was proposed by Brendan. Richard seconded and all present voted in favour; the motion was therefore carried.

A motion was made to accept all the reports into the records. Motion by Jonathon and seconded by Gene; all present in favour.

4. Motion:

"For the purchase of a grooming snow-machine to replace the aging BRP Outlander ATV, with a budget of up to \$26,000. The decision regarding the make and model will be researched and a recommendation made by a committee reporting to the Trails Coordinator. Final approval of the purchase will be made by the sitting Kanata Nordic Executive."

Gene proposed the motion; seconded by Harris; all in favour and the motion was passed.

5. Motion:

"The Members authorize the Executive in their sole discretion to engage and contract with a paid club contractor for purposes of coaching and club development. The Executive is authorized to enter into a contract not to exceed \$50,000 annually in base compensation. The Executive will consider the availability of funding sources when determining the final compensation. If a qualified full-time candidate cannot be found the club may contract two or more part-time individuals."

Marlene proposed the vote, Heather seconded; 11 members were for, 4 against; the motion was passed.

6. Motion:

"To add the position of Facilities Coordinator on the Executive. This role will be responsible for managing any facilities or infrastructure including parking areas, buildings, outdoor lighting, and storage units. It will also include trailhead, trail and way finding signage and facilities support for special events."

The motion was presented by Kaleigh, seconded by Gene, all voted in favour; motion passed.

7. Election of 2017-18 Executive

The slate for the proposed candidates was reviewed. There were no further nominations. The slate was elected by unanimous vote, as follows:

- a. President: Marlene Alt
- b. Vice President: Jim Lambley
- c. Treasurer: Brendan Duivenvoorden
- d. Secretary: Tom Lloyd
- e. Membership Coordinator: Kaleigh Maclaren
- f. Events Coordinator: Cory Garlock
- g. Jackrabbit Coordinator: Maureen Smith
- h. Trails Coordinator: Gene Vigneron
- i. Promotions Coordinator: vacant
- j. Racing Coordinator: Heather McCulligh
- k. Teen Skit Fit Coordinator: David Bentley
- l. Masters Coordinator: Mike Duivenvoorden
- m. Volunteer Coordinator: vacant
- n. Facilities Coordinator (If approved above): vacant

8. New business

No new business.

9. Adjournment

Motion proposed by Richard, seconded by Brendan; unanimously passed.

Meeting adjourned 8.49pm.