

**WRNSC Annual General Meeting Minutes**  
**Wednesday May 24th, 2017**

**Attendees:** 15 voting members Darcy Drummond was also in attendance for the City of Waterloo

**Chair:** Colin Rhodes

Venue: Manulife Centre, RIM Park. Pizza and salads were ordered for dinner and social that preceded the meeting.

Meeting was called to order by Colin at 6:33pm. Quorum was established.

**Approve Agenda for the AGM:** Colin suggested the addition of Budget for next season.  
Motion to approve by Bill. Seconded by Oliver. All in Favour. Passed.

**Approve Minutes from last year's AGM:** Motion to approve by Ken. Seconded by Stephan, All in Favour. Passed. Darcy suggested that in future a copy of last year's AGM minutes be made available to all attending members. As it was, one copy was available at this meeting and all board members had a previous chance to read these minutes when they were first distributed.

**1. President's report:** Colin reported that although the club experienced very difficult snow conditions this year, it still managed to hold steady in membership numbers and in growth of youth programs.

He thanked the core group of volunteers for their efforts to still make this a successful season.

**Equipment:** The board is recommending purchase of new equipment across several categories. The club under-spent on equipment in prior years so this will be a catch-up year.

**Venues:** There is an ongoing project to evaluate alternative sites for club ski trails including the option of staying at Bechtel. Westmount Golf Course was not interested in hosting the club but Rockway is. We also have a list of other possible venues.

**Other Recommendations:**

The next board should review our volunteer recognition programs and consider enhancing.  
Next board should review membership and program fees.

The Program Reports were then presented.

Detailed written reports were distributed to accompany the program presentations. Major items and recommendations were as follows.

**2. Financial Report:** Jana provided the following financial reports to the attendees.

**Balance Sheet – Assets versus Liabilities.** Total Liabilities and Equity is \$66,682.29.

**Budget versus Actual Comparative:** Jana then proceeded to highlight areas where Budget differed substantially from Actual. Net Income showed as being \$6,468.88 higher than Budget.

**Note:** Darcy suggested that the club should try to budget for a zero net. This could be accomplished by setting up a reserve for items such as future equipment purchases. This could be drawn upon as needed. This also looks better when presenting financial reports for grants.

**Actual versus Actual 2016 to 2017:**

Motion to approve Financial by Greg, seconded by Oliver, all in favour, passed.

Jana also reported that our accounts have been looked at (although not formally reviewed) by our accountant and appear to be in order. We are below any threshold where a formal audit would be required.

**3. Youth Instructional Programs:** Ken Campbell reported for this division. There were 81 youth in three separate age groups. Bunnyrabbits – 21 skiers, Jackrabbits – 37, Magic Rabbits – 37. There were 13 instructors at season's start but one Jackrabbit instructor had to drop down to Bunnyrabbit instruction due to a knee injury.

Snow conditions made skiing difficult but the programs were still offered. Most sessions were held at Bechtel but three were held at Lakeside Park and one at Rockway Golf Club. More skiers attended the Mono Invitational at Orangeville this year and some the Suntrail Special at Hepworth. We also held some local club races. Ken was pleased with the level of parental support for the youth participants. One Paranordic skier competed at the Mono Nordic and at the Ontario Parasport Games in Brantford. We should plan for at least 75 skiers to register again next year with from 15-25 new skiers giving from 75 to 100 in total. There would likely be one or two paranordic as well.

**Recommendations:**

- Train 3 new instructors for the younger age groups.
- Upgrade the qualifications of two existing instructors to L2T level.
- Extra parents trained as Level 1 officials.
- Modified loop at Bechtel Park (around baseball field) - This provided more space for older skiers to work in this season.
- More excursions to Lakeside Park as it is an attractive venue for the younger skiers.
- Magic Rabbit program will operate 3 times per week.
- Bunnyrabbit and Jackrabbit programs will have two sessions per week. Sunday and Tuesday.
- Changes to Magic Rabbit program (Track Attack) to fall more in line with CCC.

**4. Adult Programs:** Greg reported for this group.

**Lessons –** 35 skiers (20 Classic, 15 skate)

The skate program provided 4 of 6 sessions. The final session was on roller skis with much positive feedback. The classic program only completed 3 of 6 sessions due to poor ski conditions. Classic participants were refunded 50% of their program fees.

**Ski Tour Group –** 16 participants. Actual attendance was low, possibly due to scheduling conflicts for the skiers.

**Dryland Training-** 14 registrants. Attendance varied but usually had from 4 to 8 participants. Jackie Day led this group for the past 2 seasons. Cailinn Burns has volunteered to lead for the coming season.

Both the Touring Group and Dryland are free of charge to club members and incur no cost to the club. Even if participation is low Greg recommended that these continue to be offered.

**Highland Bus Trip-** This was the 11<sup>th</sup> annual trip, organized by Edith Baer in cooperation with Grand Valley Trail Association and was quite successful. Cost was budgeted for \$1,200 and income was \$1,238. Stephan suggested that we might use the opportunity to recruit some members from Grand Valley Trails.

**5. Bechtel Park:** Stephan provided this report.

**Trail Improvements:**

October 2016 - we spread wood chips, reinforced the edges of sloped path ways.

November 2016 – we put up snow fencing on the upper field, City of Waterloo took down in April.

**Trail Facility Issues:** Many Challenges.

- Single row of lights on the lower field was insufficient, dark areas, especially on upper field and bunnyrabbit teaching area.
- Snow fencing was torn down by winds (worse than previous years)
- Overall space very crowded by record number of Jackrabbits plus poor snow conditions
- Culvert at end of the diagonal run completely exposed – major safety issue.
- Ken reported that there have been instances of cars driving on the parking lot near the tennis court. This lot is not used for parking in winter but they were driving over and ruining that section of our ski trail.

**Trail Groomers:** Next season we will have only 2 experienced groomers plus one who may not have full commitment. This may be problematic.

**Season:** This was a very poor season with insufficient snow but when conditions made skiing possible many did come out. The two events that were presented drew positive feedback.

**Recommendations:**

- Continue to wood chip the diagonal run towards the river and repair exposed culvert.
- Could double up on the snow fencing most exposed to wind.
- Additional batteries for the groomer.
- Continue to use both rows of lights at Bechtel
- Obtain updated information regarding plans for the stadium.
- Could explore Chicopee as well as private land owners regarding possible trail venue.

**6. Orion Race Series:** Report provided by Colin.

There were two races held this season; Cookie Race and Team Sprint (for younger athletes) Additional racing was limited due to snow conditions.

A good core group of officials is developing with experience in hand-timing.

Two officials were trained at Level 1 this year.

**Recommendations:**

- Set race schedule in late fall.
- Get more volunteers trained at Level 1
- Have one more official trained at Level 2
- Hold team based events
- Hope for snow.

**7. Equipment Rentals:** Eva provided a summary table showing rentals of all equipment for each year beginning with the 2002/03 season to 2016/17.

- 10 families did not return equipment at the banquet but did when notified by phone.
- A new method of equipment identification using stickers was implemented. This worked on poles if stickers were attached horizontally.
- Boots continue to be treated with Lysol.
- Black tire elastics are working well for ski ties.

**Recommendations:**

- Require more bins for boot storage and ski bags.
- Roller skis to be added to equipment calculations.
- Minimal numbering of some equipment still required..
- Use mailing tape over Toko stickers at start of season.
- Laura Seaman will be helping with rental administration.
- **Binding issue:** There was considerable discussion regarding the need to change bindings and boots from Solomon SNS to the new NNN compatible system. It was agreed that this transition can take place over a period of time rather than all at once.

**Note:** Darcy questioned if the club had insurance for equipment. Colin responded that we have liability insurance under CCC but this does not include our equipment.

She advised that we investigate insurance and the potential cost of replacing equipment should need arise. **Action:** Ken indicated that he would be able to provide an estimated valuation of our rental equipment.

**8. Budget for Next Season:**

Jana provided a preliminary budget report for the 2017/18 season along with the other financials This shows budget for the coming season versus actuals from last season.

The following were some of the items noted.

- Rentals are budgeted to be considerably higher than last year.
- Racing Rabbits are split from Jackrabbits and increased fees for Racing Rabbits are relected.
- Racing suit rentals and clothing sales are shown.
- Expenses include the cost of club jackets
- an amount to repair the Gooseneck is included in Bechtel expense.

### **9. Election of New Board:**

At this time the AGM proceeded to elect the new board of directors.

Six members of the last board stood for re-election.

There were three additional nominations.

Oliver Conway-White - seconded by Bill

Hayley Murray - seconded by Nera

Thiago Bartholomei - seconded by Greg

Call for additional nominations was made three times. There being no further nominations the above nominations stood for election.

Because the board is made up of seven directors this required an election which was held by closed ballot. Ballots were collected and counted by Darcy.

The resulting board consisted of

Colin Rhodes

Nera Sarovic

Jana Campbell

Greg Harling

Laura Seaman

Bill Henry

Oliver Conway-White

Colin, at this time expressed the club's appreciation for all those standing for election and encouraged those who were not elected to consider helping out in subcommittees and other projects that will come.

Call for New Business: He then called for any new business.

There being no further business, Jana motioned to adjourn the AGM. All in favour. Adjourned.