

WRNSC Board Meeting Minutes Nov. 11th 2020

Present: Oliver Conway-White, Colin Rhodes, Heidi Langenberg, Bill Henry, Greg Harling, Laura Seaman, Ken Campbell

Chair: Oliver Conway-White

Called to order by Oliver at 8.05pm

1. Review and approve the minutes from the previous meeting.

Motion to approve by Oliver, 2nd by Greg none opposed, carried

2. Review and approve the agenda for this meeting.

Motion to approve by Oliver, 2nd by Greg, none opposed, carried

3. Follow up on action items from prior meeting.

- Colin to contact Rigel to post revised clothing policy to website. - completed
- Colin to provide Laura with contact for tents to be used at equipment pickup. – completed
- Colin to check with Jess re possible parent volunteers. - in progress
- Oliver re posting of injury reporting template and link to XCSO Safesport page. - in progress

4. Finance.

Heidi provided an income statement, actuals current to Nov. 5th. She noted that memberships normally have a 5 or 6 day lag between registration and reporting so current registrations may be slightly higher than reported on the statement. Otherwise amounts where reported are close to expectations.

Grant status. Ken reported that the Club Support Grant application has been submitted. If accepted this could provide up to \$12,000 on a \$24,000 program. This would be a major help with already budgeted purchases.

5. Update on clothing order and purchase.

Ken reported that Sue has a quote on an order for jackets and needs to have a decision to order soon. The supplier has advised that the next order would be a new design resulting in a higher cost. The new design may have a different cut. It would therefore be best to buy now if we want to order the existing design. Ken Recommend that we order the larger sizes this time as more adults may want to purchase. It would allow us to top up the sizes we are most likely to sell while still maintaining sufficient quantity for the youth. The board agreed that we should proceed with the purchase according to budget.

6. Program updates.

Youth – Oliver reported for Jess that program is continuing to run well.

Adult – Greg reported that adult dryland is experiencing good turnout. He has two new instructors for the adult lessons.

Covid-19 issues: -

All agree that there will be a need for screening questionnaires. Greg questioned if it could somehow be done online. Colin noted that it could be set up as a Google form but it would still be up to the instructor to verify completion for each session. Ken reported that Track Attack is already using

Google forms. This could be shared with the other groups.

Action: Heidi to check with Jess.

Greg asked if we should have a web page for this. Colin responded yes. In fact XCSO does have something on this but we really need a simpler easier to read version. Not currently urgent need.

Colin stated that Rockway will require us to plan ahead. We will require a map of group entry points and space where individual sessions are run. We need to make sure of adequate social distance where two way traffic is required. There can be no congestion in the parking lot.

Ken noted that we may have to juggle start times to avoid any crushes.

Greg questioned if there could be parking at the Rockway Center to alleviate parking in the main lot.

Ken replied that this really shouldn't be a problem. People could walk in and enter near the Boomerang loop.

Action: Ken to check entrances for programs. Put a skeleton plan together.

Planning must come from or involve the program groups.

Ken also noted that we should not just plan only to accommodate Yellow status because that may change resulting in further restrictions.

7. Preparations for rental equipment pickup.

Laura reported. Ken has already done much work on this.

The pickup is scheduled for Saturday, Nov. 14th. The venue will be Victoria Park picnic shelter since weather may not be the greatest. Email has already gone out and members have been assigned time slots, 2 skiers per slot. This will run from noon till 5.

Action: Laura, Heidi and Ken to reconcile some discrepancies in rental spreadsheets.

8. Rockway items.

Colin reported.

Lighting, Ken has agreed to take the lead on the lighting project.

Will be meeting with Rockway to discuss lighting location.

Order has been placed for 10 of one type and 12 of another.

Snow Fencing. Date is not yet confirmed buy may be on the 21st or 28th. Can confirm on Friday.

9. Waterloo Sports Agreement.

Oliver reported that Darren Carter has provided the Waterloo Sports Agreement for renewal.

This provides a grant of \$2,500 for three years. Very little has changed in wording

Colin noted that this amount hasn't raised with inflation in many years. Oliver planned to question.

Action – Oliver to sign for the club.

Next meeting. Dec. 9th 8pm via teleconference.

Motion to adjourn Oliver at 9:02pm, 2nd by Ken, none opposed, meeting adjourned.