

WRNSC Board Meeting Minutes for December 15, 2022

Present: Ken Campbell, Colin Rhodes, Elaine Gosnell, Rob Daniels, Cliff Marshall, Heidi Langenberg, Oliver Conway-White (all virtual)

Called to order by Ken at 8:30pm.

1. Review and approve agenda for this meeting.

2. Review and approve minutes from the previous meeting. Colin approved the minutes, seconded by Rob, all agreed.

3. Finance update (Rob)

- Membership numbers? About 30 more are expected for the 2022-23 season
- Bank balance is \$54,404.92
- Need to renew insurance for the snowmobile
- The City requires us to carry \$2M in liability insurance. We also need to insure against loss
- Nordiq Canada provides insurance for groomers

4. Rockway update (Colin)

- Shipping container has been moved, ramps will be modified for the new location.
- Snowmobile service has been scheduled
- Groomer parts are ordered, other small equipment still needed
- Two new groomers have been recruited, Dec 31 to start training.
- Would like someone to take over equipment maintenance responsibilities.
- Fencing is up, extra materials to be stored in the cage
- lights are almost all up

5. Adult Program update (Heidi)

- Dryland training is finished
- Some difficulties with finding coaches for adult lessons
- Heidi provided some scenarios to show how classes can be covered, with some modifications to the schedule
- There is more demand for lessons and we could run these with an additional coach
- Outreach – 3 sessions; 2 in January, 1 in Feb
- Colin moved that we advertise the 3 dates at a cost of \$25 per session, registration through Zone 4. Rob seconded. All in favour.
- Outreach sessions will be advertised on the website, some posted signs at community centres, etc.

6. Signage at Rockway (Elaine)

- Golf course staff installed all small signs on the trails

- Locations for new trail maps and welcome sign have been identified with flags, and golf course staff installed the posts
- Big signs will be printed soon
- Group signs are approved and will be printed soon
- Brett to pick up and install posts for Group signs

7. New Race Bibs (Cliff)

- Cliff shared proofs of the race bibs
- Design was agreed upon and approved
- Cliff will submit the order including 2 unnumbered bibs as replacements

8. Equipment update (Ken)

- Rental event was a success
- Few members still need to pick up equipment (10)
- A second event will be scheduled
- Ken will purchase additional skis and poles to be able to fill gaps and service all members.

9. Youth Program Update (Ken)

- All youth are ready to go starting in January
- A number of instructors are at courses this weekend, with 2 more in the near future
- As a club, we are underspending on training due to shortage of coaches

10. Housekeeping items (Ken)

- Update of Corporate Information, and Corporate Key. Rob and Ken attended a City of Kitchener workshop for not-for-profit organizations. Corporate information has been updated and Business Number obtained. This was required to be able to file statements with Revenue Canada.
- Agreement re: access to Rockway Clubhouse is in progress
- 2023 Schedule for Trillium Fund applications has been shared. We need to consider what we should apply for, looking ahead 2-3 years. Capital grant applications open May 17-June 14. This is where we would obtain funding for a new snowmobile or a UTV.
- Update of Bylaws, to be consistent with recent legislation. This is a task for summer such that it can be provided to members for approval at the 2024 AGM. We will need legal assistance and can use tools provided by the City of Kitchener. Concern is that our current bylaws may be in conflict with new non-profit laws, and therefore we need to ensure these are updated appropriately.

11. Other business

- Website – need to renew in February, may need to upgrade. Colin, Rigel to discuss.

12. Next meeting will be January 12, 2023, 8:30pm.

13. Motion to adjourn by Rob, seconded by Cliff. Meeting adjourned at 9:50pm.

