



**Minutes of Strathcona Nordic Ski Club AGM meeting held on
November 20, 2021 at 7 pm via Zoom Online in Courtenay**

In Attendance: Board Members and Directors: Len Apedaile, Crystal Gaudry, Michaela Jean, Jeff Fretts, Heather Clarke, Marilyn Atkinson, Chris Bowlby
Regrets: John Andres, Nell van Wyngaarden & Kurt Galik
Head Coach: Andrea Stapff
Club Coordinator: Alison James

Other club members for a total attendance of 40 people.

Meeting Chairperson: Len Apedaile

Meeting opened at 7:01 pm

Opening Remarks: Len Apedaile made the following remarks:

Welcome to our virtual 2nd pandemic AGM!

Greetings and thank-you to our wonderful members, board of directors and staff.

This will be an ordinary general meeting with no special business or special resolutions on the agenda. It's what we need to do according to the Constitution.

I will Chair the meeting or in my absence the Board will appoint a chair.

Quorum for this meeting will be 20 members or 5% of voting members. Quorum declared.

Adoption of the Agenda and Rules of Order

Majority moved the agenda as accepted.

Review and Acceptance of the 2020 AGM Minutes

- 2020 AGM minutes, current financial statements, working budget were posted and circulated.
- Majority accepted the 2020 AGM minutes as presented.

Business Arising from the Minutes

- None

Consideration of the Financial Statements – Crystal Gaudry, Treasurer

- Financial statements including 2020-21 profit & loss statement, balance sheet and budget are available for review. Our year-end is September 30th.
 - Our total revenue was \$ 186 654.69
 - Our total expenses were \$ 179 655.88
 - We had a net profit of \$ 6998.81 at our fiscal year-end.
 - We received a Community Gaming Grant of \$ 35 000 for 2020-21.
 - We received a Canadian Employment Benefit Account of \$ 17 689 in September 2020 to offset our 2019-20 deficit.
- We had a successful year and were able to deliver our competitive, recreational and school programs despite the impact of COVID. Competition and event expenses were down resulting in a net profit for the 2020-21 season.
- We were able to pay off our van loan this year. Thank you to the van sponsors, Dr. Andreas Conradi, Dr. Teri Norfolk, Shoreline Orthodontics & Current Environmental!
- We received an Olympic Legacy Grant of \$5000 to cover the costs of two low-income schools for our school program. Thank you to Heather Clarke for putting together the application!
- We received a Subsidy of over \$3400 from Rick Morson & Susan Carson to assist low-income students with the fees associated with participation in our school program. Thank you Rick & Susan!
- We have received a community gaming grant for \$36 500 for the next fiscal year 2021-2022.

Motions to accept financial statements: motion to accept – Liza Grant, seconded motions, Marilyn approved, carried.

Directors' Reports

Communications Report – Nell van Wyngaarden

- In the fall of 2020, I assumed responsibility for the SNSC Newsletter, which was sent out regularly throughout the 2020-2021 season, along with several Newsflash items.
- In the summer of 2021, I was asked to take on the broader role of Communications Director for the Club to replace Pat Grappolini. I have enjoyed excellent support from Andrea Stapff, Alison James, Wendy Johnstone and Chris Bowlby. While my main focus has been to create and send out our Newsletters, I have participated in meetings to plan the upcoming Operations Calendar and to receive training on our social media applications.
- In the coming season, I plan to take a more active role in supporting Alison and others with our Facebook page and updating our website as well as a more active Instagram page for the Club. Marika Galik will continue to write and send out media articles on race

events and we hope to take a more proactive role in publicizing club activities to highlight our athletes and coaches.

- Our newsletters and communications efforts are dependent on the input and support from our families, volunteers, coaches and board members.
- We could use a volunteer to keep our Strathcona Nordic board, found up at Raven Lodge, up to date with club news, picture, race notices, and Master Rec meeting places.

Coach Development – Rec & Masters Program – Chris Bowlby

Coaching courses 2020-21

- NCCP Community Coaching course- on-snow completed January 2-3 (virtually via zoom, with on snow component at Mount Washington); 19 participants completed the course, course conductor- Andrea Stapff
- Learn to Train- on snow course completed Jan 8-10

Coaching Recruitment

- Key positions in ski club programs are filled (SDP coordinator and new ski school coordinator- pending)
- Ongoing recruitment for coaches in club programs- SDP, school program
- Working closely with SDP and school program with new recruits and information on required NCCP coaching courses, ensuring that all coaches in club program meet minimum coaching requirements

Coaching database + CRCs

- Ongoing review and revision of database
- Created a 2020-2021 and 2021-22 tab for active coaches
- Working with Ministry of Public Safety + Solicitor General re: online process for up-to-date CRCs for club volunteers and Board members
- Ongoing action required for updated CRCs with seasoned coaches and new coaches

Nordiq Canada coaching licenses

- Review Zone 4 info- ongoing
- Follow-up with all program coaches to ensure Nordiq Canada coaching licenses
- Coaching licenses are required for all coaches for NC/CCBC liability insurance coverage

OTHER

- member of working committee to update head coach job description
- active coach with Masters recreation ski program
- Fund raising initiative with SNSC masks- March 2021
- Piloting a Masters Rec Program for during the week – 2021-22

School Program – Paul Brown/Alison James

- End of the 2020/2021 season saw Alison James resign as School Program Coordinator. Thank you so much to Alison to the dedication, expertise, and time she put into this program. She left things in a very organized and well-managed state for the next coordinator.
- As of the AGM, we've hired a new Ski School Program for the upcoming season.
- Huge thanks for Paul Brown for stepping into the Director's Role.
- Alison spoke about last year and the huge success despite COVID especially with the Legacy Program.

Fund Development – Wendy Johnstone

- Thank you to Crystal, Len and Alison for the hard work and time for our Gaming Grant.
- Despite a challenging year with COVID, we were able to work towards a number of initiatives including and generosity of our community:
- BC Gaming Grant - \$ \$35,000.00
- Butcher Block Fundraising \$8,688.00 (gross)
- CIBC WG's Miracle Day ~\$3,430.00
- CCBC/Nordiq Canada 100 Campaign \$6,920.00
- Olympic Legacy Grant \$5000.00

Membership – Jeff Fretts

- Presented a comparison and available on website
- Currently near capacity
- Rabbits has a waitlist; SNAP and FIT programs are ready to go.
- Chris Bowlby – proposed to test a during the week Master's Rec Program.
- Report is in SNSC Sync Drive.
- We are on track for a normal or higher membership numbers.

Officials Directors

- Had a recent meeting with a group of individuals to get started on Race Committee
- Promising but need to recruit a Director.

Head Coach – Andrea Stapff

- Talented, dedicated Board of Directors
- Talented, dedicated group of coaches, support staff, athletes, skiers
- Supportive, dedicated group of volunteers, parents, families
- Committed, supportive, generous sponsors, donors
- Community of engaged outdoor enthusiasts who love skiing

2020/2021 in review:

- Continued capacity building across programs – very good participation levels in recreational and competitive programs; lack of competition opportunities for athletes definitely a challenge but encouraged by persistence and resilience; training continued unencumbered throughout the year
- No events held, exceptions were Provincial camps attended by some of our athletes and Regional camps attended by most/all of our race program athletes, Strathcona Family Camp, all events run as per PHO orders in effect at the time
- Recognition at Provincial Team level – 1 athlete named to BC Ski Team, 3 athletes named to BC Development Squad, 5 athletes named to BC Talent Squad
- Continued development in coaching – new batch of trained CC coaches and full slate of coach refresher courses delivered; need to continue to focus on coach recruitment and development.

2021/2022 preview:

- Influx of new families in Devos & Juniors in start to 2021/22 season, general increase in training group size, continued commitment to training, Gabe Gledhill (GB) and Amelia Wells (AWCA) continue to represent SNSC in U23 categories
- Events to date include Provincial camps attended by some of our athletes and Regional

camps attended by most/all of our race program athletes, Strathcona Family Camp, race team trips and camps, all events run as per PHO orders in effect at the time

- Continued integration of biathlon athletes, 9 biathletes training with Jr team program
- Full competition calendar in place for the 2021/2022 race season
- Development in coaching – new batch of trained L2T coaches
- COVID.....PHO orders updated, MWAR policies updated
- Continued good working relationship with MWAR and VIMC ensuring for a successful season for all programs, recreational to racing

Club Coordinator Report – Alison James

- Communication to 26 Comox Valley Schools went out on October 30 with the details of the 2021 Wood Gundy SNSC School Ski program. Previous teachers were also included in the email distribution.
- The website has been updated with 2021 information.
- Registration opened Monday, November 2. As of November 8, 10 schools have registered classes with an estimated participant list of 435 students. As a way of comparison, 18 different schools participated last year with upwards of 900 students (this is an estimate based on the information on hand - please verify). A tentative school schedule has been drafted and no major conflicts have been noted. Further outreach will be done in the next week to determine if previous participating schools will be joining the program this year.
- The call for 2021 instructors was sent out to last year's instructors by Ang on October 20. Of the 15 instructors from last year, only 6 have indicated they would be returning (in various levels of commitment). Several instructors have moved, 2 have not responded and another few have decided not to instruct this year. We have 2 new instructors to come on board (myself and one additional). More instructors are needed. A call for instructors was sent out in the SNSC newsletter the week of November 2. Alison to work with Ang to look for other ways to advertise.

Election of Officers and Directors

Nominated for election or re-election:

- Acting President – Len Apedaile, position needs to be filled
- Vice – President – no nominations, position will remain open
- Treasurer – Crystal Gaudry
- Secretary – Wendy Johnstone
- Director of Communications – Nell van Wyngaarden
- Director of Membership – Jeff Fretts
- Director of Coach Development – Chris Bowlby
- Director of Sponsorship and Fundraising – no nominations, position will remain open
- Director of Skill Development: Michaela Jean
- School Program Director– Paul Brown
- Members at Large – Kurt Galik

New nominations accepted. All Officers and Directors acclaimed. New board welcomed.

New Business:

- **COVID Protocols**

- a. PHO re: vaccinations required for any coach/volunteer providing direct service
- b. Fluid situation – we do our best to stay on top of it. We will keep website up to date as fast as possible.
- **Collaboration with VIMC**
 - a. Briefly discussed the proposal to assuming ownership of VIMC and to use instead of Raven Lodge
 - b. Opportunity to ability to expand the role of VIMC
 - c. Working group formed in summer – we didn't end up doing much work
- **Date of 2020 AGM – Sat, November 5 , 2022 – in person with Ski Swap; alternate date Mon Nov 7, 2022.**

Meeting adjourned 8:49 pm

Minutes submitted by Wendy Johnstone, Secretary