
ANNUAL GENERAL MEETING MINUTES

Saturday Nov 5, 2016, 5pm

Lost Lake Passive Haus, Whistler, BC

1. Called to Order 5:13PM

2. Motion to adopt the Agenda

Motioned by: Margot Murdoch

Seconded by: Cheryl Morningstar

3. Motion to approve the Minutes of the October 19, 2015 AGM

Motioned by: Craig Mackenzie

Seconded by: Dave Kirk

4. Directors' Reports

President: Brent Murdoch

Thanks to everyone for coming out and the Executive for their support this past year. A special thank you to all the volunteers, officials, parents, and hot chocolate makers. The club really, really appreciates your support.... a special thank you needs to go out to;

- our always awesome administrator Suki.
- Margot who stepped in to assist with skill development programs at both Lost lake and Whistler Olympic Park
- Craig Mackenzie helping us with our Ski Swap
- and to our lead coaches Etienne / Martin and Chris who have really helped our small crew of dedicated DEVO team members have some great results and really show that we are can produce some top ranked skiers

I want to introduce our new SDP coordinator Sam White. Sam has been working with WORCA over the last number of years in a similar capacity coordinating the highly successful WORCA summer camps. We look forward to Sam working with us help us develop the next crop of XC skiers, please introduce yourself to her when you have a chance.

Tonight we will look back at our successes, review some of the struggles and update you on some new initiatives and objectives for this next year.

Our numbers within the club are still down from our banner years just a few seasons ago. We have had some struggles with some poor snow conditions over the last but we really hope that this trend can be turned around evidenced by increase pass sales and overall participation in the sport. The executive has been keenly aware of the shift and has made a conscious effort to adapt and adjust where we see appropriate to cut costs, with no net loss of programs, events and activities. But more importantly with some strategic planning efforts aimed at growing club membership and participation.

Whistler Nordics activities continue to be broad based, spanning Youth Skill Development to Masters.

The track attack and development race team continued to participate in local, regional and provincial races and recently national caliber events and have shown some awesome results helping to push BC toward the top of the tier relative to other provinces.

We have continued to offer a series of events and activities through the year with a bit more focus on activities focused on fun and participation for club members;

- **Ski Swap**, was once again held on the Thanksgiving weekend and had some really good results, with a large turnout of both local and regional families. We were able to partner with local shops and brought in several other retailers who all felt the trip was well worth the effort. Sales were up across the board a very positive change that hopefully can translate into more XC skiers and membership growth.
- **The Chili Social**, continues to be a great early season event to get people to reconnect and stir some interest in getting back on snow, this years' event is scheduled for Nov 23 TBC.
- **Toonie races** have come back with a solid level of support. It was encouraging to see the support from the restaurants, suppliers and skiers this last year even with the previous season poor snow conditions. We continue to see the loonies as a great event but what we did see was that the Wednesday WOP nights were becoming increasingly popular with club members and the general public. There has been a proposal put out by the S2SN club to try and host Toonie type events on Wednesdays at WOP to try and capture the momentum on those nights. It seems to be a good strategy as the sport can be a bit fractured with so many smaller clubs that helping each other on events and activities is really the way to gain support across the sea to sky corridor. S2SN has suggested these events be a shared effort and thereby we will be looking for volunteers to help out on Wednesday nights to help with registration marshaling. If this is something you think you can assist with please contact Suki and she can arrange for you to connect with Heather and Lynn at the S2SN.
- **Coast Cup** Was once again held with well over 200 racers participating, with great encouragement from the SDP crew we actually managed to get a lot more of our younger skiers to participate this past year. Again we need to continue to stress that Coast Cups are geared toward the recreational skier and are a great way at introducing our kids and masters to recreational events. Last year we also co-hosted the BC Championships and had better participation from members in all age groups. As difficult as it is for us to host these events it does help us to promote the sport locally and drive growth in the sport. I would like to thank those that helped make this event happen. (Dave, Theresa, Margot, Cros, Gwendolyn, Tony, Andrea, Valerie, Rene, Suki, The usual suspects).
- **Westerns** will be our big event this coming year and will be combined with our Coast Cup event in late January. The Western's for those of you who aren't aware is the second biggest event on the Canadian next to Nationals and will require a big effort from all the local clubs, we are always looking for volunteers and participants to show off our venue with a long term goal of growing the participation in the sport and hosting capabilities of the region.
- **Payak** made its' triumphant return with good attendance and several young members of the club have some podium results. Payak has continued to be a big event on the regional xc calendar and will again have a big need for volunteers.
- **Lastly our Spring Creekbread** event was once again a terrific evening with a good level of participation from partners, suppliers and volunteers. We were a little late in the season this

past year but have managed to get back to our prime date in mid-march for the coming year.

Whistler Nordics has continued to work closely with WOP and other Sea to Sky Clubs this past year in an effort to consolidate some of our resources given our sharing of the WOP facilities and club size. Tony has really spearheaded some really good efforts on the coaching and organizational front to benefit the long term goals of WOP, athletes / coach development and ultimately the success of the WOP venue.

It's been challenging to see the club struggle with membership and participation but having had discussions with other clubs around the province and even across the country it's a dynamic situation that many clubs face on a cyclical basis. I think recognizing the issue was important and so with a very motivated effort made by Suki we brought in Shannon Gordon of the Whistler Centre for Sustainability to help us re-define a strategy and mission statement for the club. We hadn't really worked on developing any long term strategies since before the Olympic Games and it was overdue.

The workshop style session was directed by Shannon and included the executive and several long serving club members and partners. The objective being to map out strategic goals for the club and to address weaknesses over the short term. The session was in the mind of many worthwhile and didn't become over reaching or unrealistic to the circumstances we face.

The Primary format was to define an updated mission statement and a vision for;

- Who we are?
- Where we are going?
- Review of core areas of our club, i.e. programs, membership, events and activities

The session allowed us to establish realistic goals in each of the focus areas to develop short-term strategies with tangible steps and actions to address those goals. Although the workshop was traditional to many of these kinds of planning type sessions it did allow us to update our strategic plan and develop a few simple key steps to help us provide access to Nordic skiing in Whistler for all ages and abilities. A much more detailed summary can be found on our web site or ask Suki for an executive summary.

Tonight we are losing a few of our Board members. Bjorn our treasurer has unfortunately had to resign and will be heading back to his native home of Norway and I will be resigning from the board too. I want to thank Bjorn for stepping up and helping us these past few years and wish him well in the future. We are therefore looking for board members and volunteers to assist us with: Fundraising, Social activities, Twoonie races, Coaching, and General members at large.

Thank you

5. Presentation of the Financial Report and 2016/17 Budget

Tony Peiffer for Bjorn Mikkelsen: See appendix I and II.

Brent is leaving the club with a strong financial footing.

The focus for club is to grow membership – it peaked during at Olympic years and has declined since

then. Local clubs have grown their membership, Whistler needs to do the same. Last year we planned to run at a deficit but thanks to fundraising and volunteers we made a small income. The next year's budget is planned with a deficit of approximately \$6,000 in order to invest in the club and grow membership.

Great team moving forward: SDP Coordinator Sam and local High Level coaches, Chris, Maria, and Etienne are assisting with coaching/programs.

The Budget for YE 2016 was based on the previous year when the club coordinated the registration and coaching for 3 clubs in the corridor. In 2016 the club moved away from this model so the income and expenses are much lower and represent the operating fees of just the Whistler Nordics.

Huge thank you for Margot, working with CVXC, volunteer hours at CVXC events are paid back to the club in cash! Great fundraising revenue.

Questions from the floor:

Club clothing: samples due Nov 23rd, to try before ordering.

Coaches are required to be members, family memberships available in 2016/17

Deep Cove Outdoors – included in newsletter. Source for Sports have been a local go to. Sigge's in the city for Recreational ski crowd. Deep Cove have supported the SWAP and are offering local shipping. We did invite Cross Country Connection and WOP but they couldn't make the SWAP.

6. Motion to accept the Financial Report and 2016/17 Budget as presented

Motioned by: Craig Mackenzie

Seconded by: Valerie Sicotte

7. Election or confirmation of Directors

Thank You to Directors stepping down: Bjorn Mikkelsen, Brent Murdoch.

Tony worked with Brent as they have kids on BC Ski Team and Development Team. He has taken club into great financial position for the new Board.

Gifts passed out to volunteers: Brent Murdoch, Craig Mackenzie, Dave kirk, Theresa Oswald, Margot Murdoch for their contribution throughout the year.

| Position | Current/Nominated | |
|----------------|-------------------|---|
| President | Tony Peiffer | Nominated by: Suki Cheyne Seconded: Craig Mackenzie |
| Vice-President | Maria Lundgren | Nominated by: Tony Peiffer Seconded: Valerie Sicotte |
| Secretary | Dave Kirk | Nominated by: Tony Peiffer |

| | | |
|-----------------------|--------------------|--|
| | | Seconded: Cheryl Morningstar |
| Treasurer | Benoit Renault | Nominated by: Suki Cheyne Seconded: Craig Mackenzie |
| Director at Large (1) | Valerie Sicotte | Nominated by: Tony Peiffer Seconded: Cheryl Morningstar |
| Director at Large (2) | Cheryl Morningstar | Nominated by: Suki Cheyne Seconded: Valerie Sicotte |
| Director at Large (3) | Lesley Clements | Nominated by: Maria Lundgren Seconded: Craig Mackenzie |

All in favour.

Past President: Brent Murdoch.

Bob Armstrong from WMSC has agreed to join a sponsorship committee.

8. New Business

- AGM planned for Saturday, enabled Vancouver members to come. More Saturday events welcome!
- Callaghan update: Callaghan Gold open due to stored snow, camps on it this weekend, booking possible for club members. WSL are making a conscious effort to work with clubs, sharing coach resources. Tim Hope is keen to keep the early skiing opportunity.
- WSL/WOP contacted CCC to become a strategic partner. Pierre La Fontaine, Georgia of CCBC and WOP are talking about how to host World Juniors (Nordic, Jumping, Biathlon) in 2021.
- Toonie races: Weds possible at WOP, Thurs program at Lost Lake TBC.

9. Draw for 2 Sigge's Payak Entries courtesy of CVXC and call for volunteers

Margot Murdoch:

Westerns is coming up Jan 2016, it's a huge undertaking, and this year it also includes the club's Coast Cup. We invite SDP kids to participate, parents to volunteers. Officials courses are running in the corridor, the club will pay for volunteers to attend. Every Club volunteer at Westerns and Payak is converted to cash donated by CXC to the club. Need local prizing – if you have a local artisan who is interested in creating gifts for 1st, 2nd, 3rd places there is a small budget.

Payak changes, no 2nd day, adding short kids race 5km. Sign up before Nov 9th – entered in free draw for WOP pass.

Winners: Stu Hamilton, Cheryl Morningstar.

10. Adjourned: 6:16 PM

Appendix II

| Season | Membership | | | Youth/SD P | Adult Masters |
|----------|------------|-------|-------|---------------|------------------|
| | Total | Adult | Youth | | |
| 2015/16 | 131 | 49 | 82 | 79 | 12 |
| 2014/15 | 163 | 55 | 108 | 105 | 14 |
| 2013/14 | 154 | 73 | 81 | 78 | 27 |
| 2012/13* | 220 | 108 | 112 | 101 | 35 |
| 2011/12 | 269 | 129 | 140 | 117 | 49 |
| 2010/11 | 272 | 141 | 131 | 105 | 53 |
| 2009/10 | 264 | 157 | 107 | 88 | 47 |
| 2008/09 | 275 | 173 | 102 | 86 | 30 |
| 2007/08 | 243 | 172 | 71 | 60 | Not Known |
| 2006/07 | 200 | 147 | 53 | 40 | Not Known |

* This season the club moved away from family memberships to individual memberships

2015/16 Location of members:

Whistler 88
 Vancouver 35
 Pemberton 5
 Squamish 3

Appendix II

KEY FIGURES YE 2016

| | BUDGET 2016 | ACTUAL 2016 | BUDGET 2017 |
|---------------------|-------------|-------------|-------------|
| NET REVENUE | \$107,225 | \$48,571 | \$60,875 |
| DISBURSEMENTS | \$109,832 | \$47,804 | \$66,850 |
| NET INCOME / (LOSS) | \$(2,607) | \$767 | \$(5,975) |

REVENUE

2016 DIFFERENCE
BUDG VS ACT

| | BUDGET 2016 | ACTUAL 2016 | BUDGET 2017 | 2016 DIFFERENCE BUDG VS ACT |
|----------------|-------------|-------------|-------------|--------------------------------|
| Total Programs | \$61,500.00 | \$21,420.94 | \$26,000.00 | \$-40,079.06 |

DIBURSEMENTS

| | | | | |
|----------------|-------------|-------------|-------------|--------------|
| Total Programs | \$46,500.00 | \$13,710.91 | \$18,800.00 | \$-32,789.09 |
| Total Events | \$9,200.00 | \$2,404.14 | \$8,700.00 | \$-6,795.86 |
| Total Admin | \$19,132.00 | \$9,892.68 | \$12,600.00 | \$-9,239.32 |
| Total Payroll | \$31,000.00 | \$16,661.58 | \$22,000.00 | \$-14,338.42 |

- PAYROLL

| | | | | |
|-----------------|------------|------------|------------|-------------|
| SDP Coordinator | \$4,500.00 | \$2,197.25 | \$4,500.00 | \$-2,302.75 |
| Coaching | \$9,000.00 | \$0.00 | \$0.00 | \$-9,000.00 |

Whistler Nordic Ski Club
Financial Statement YE 2016

| | YE 2016 | YE 2016 | YE 2017 |
|---|--------------------|--------------------|--------------------|
| | BUDGET | ACTUAL | BUDGET |
| REVENUES | | | |
| Events | | | |
| Coast Cup | \$4,000.00 | \$1,283.25 | \$1,500.00 |
| Loppet | | | \$0.00 |
| Twoonie | \$500.00 | \$487.78 | \$500.00 |
| Local Regional Camps | \$7,500.00 | | \$5,000.00 |
| Other | | \$315.00 | \$500.00 |
| Total Events | \$12,000.00 | \$2,086.03 | \$7,500.00 |
| Programs | | | |
| Adult | \$10,000.00 | \$1,481.00 | \$1,500.00 |
| Kids - Skill Development Program | \$40,000.00 | \$13,999.94 | \$15,000.00 |
| Race Team | \$11,000.00 | \$5,700.00 | \$9,000.00 |
| Training | \$500.00 | \$240.00 | \$500.00 |
| Total Programs | \$61,500.00 | \$21,420.94 | \$26,000.00 |
| Other (WOP passes etc) | \$2,250.00 | \$1,577.50 | \$1,750.00 |
| Membership | \$6,000.00 | \$4,229.75 | \$5,000.00 |
| Bank Interest | \$100.00 | | |
| Retail | \$1,750.00 | | \$1,000.00 |
| Sponsorship / Fund Raising | | | |
| Haywood | | | |
| Fundraising | \$8,000.00 | \$1,831.96 | \$2,000.00 |
| Total Sponsorship / Fund Raising | \$6,000.00 | \$1,631.96 | \$2,000.00 |
| Grants | | | |
| Direct Access - Gaming | \$13,125.00 | \$13,125.00 | \$13,125.00 |
| CCBC Head Coach Grants | | | \$0.00 |
| NWSA | | | \$0.00 |
| Resort Municipality of Whistler CEP | \$4,500.00 | \$4,500.00 | \$4,500.00 |
| Whistler Blackcomb Foundation Grant | | | \$0.00 |
| Whistler Youth Foundation | | | \$0.00 |
| Total Grants | \$17,625.00 | \$17,625.00 | \$17,625.00 |
| NET REVENUE | \$107,225 | \$48,571 | \$60,875 |
| NET REVENUE | \$107,225 | \$48,571 | \$60,875 |
| TOTAL DISBURSEMENTS | \$109,832 | \$47,804 | \$66,850 |
| NET INCOME / (LOSS) | \$(2,607) | \$767 | \$(5,975) |

| | YE 2016 | YE 2016 | YE 2017 |
|--|--------------------|--------------------|--------------------|
| | BUDGET | ACTUAL | BUDGET |
| DISBURSEMENTS | | | |
| Events | | | |
| Coast Cup | \$4,000.00 | \$1,271.49 | \$1,500.00 |
| Loppet | | | \$0.00 |
| Twoonie | \$200.00 | \$1,132.65 | \$1,200.00 |
| Local Regional Camps | \$6,000.00 | | \$5,000.00 |
| Other | | | \$1,000.00 |
| Total Events | \$9,200.00 | \$2,404.14 | \$8,700.00 |
| Programs | | | |
| Adult | \$1,000.00 | \$1,032.18 | \$1,000.00 |
| Kids - Skill Development Program | \$40,000.00 | \$9,460.77 | \$10,000.00 |
| Race Team - Expenses | \$5,500.00 | \$3,217.96 | \$7,800.00 |
| Total Programs | \$46,500.00 | \$13,710.91 | \$18,800.00 |
| Other (WOP passes etc) | | \$1,575.00 | \$1,750.00 |
| Scholarship | \$1,000.00 | \$1,500.00 | \$0.00 |
| Retail | | | \$0.00 |
| Fundraising / Sponsorship Expense | \$1,000.00 | \$1,080.10 | \$1,000.00 |
| Accounting / Legal | \$1,800.00 | \$1,800.00 | \$1,800.00 |
| Admin / Meeting / Office | \$2,000.00 | \$248.08 | \$500.00 |
| Advertising | \$1,250.00 | \$363.71 | \$500.00 |
| Bank Interest & Service Charges | \$125.00 | \$72.00 | \$125.00 |
| Board Expense | \$800.00 | \$25.00 | \$200.00 |
| Coach Honorariums | | | \$0.00 |
| Consumables | \$1,500.00 | \$1,566.32 | \$1,500.00 |
| Dues / Memberships (CCBC etc) | \$5,500.00 | \$3,299.00 | \$4,000.00 |
| Equipment | \$2,500.00 | | \$1,000.00 |
| Facility rental - storage | \$1,232.00 | \$616.00 | \$650.00 |
| Facility rental - Passive House | \$1,575.00 | \$1,575.00 | \$1,575.00 |
| Insurance | \$50.00 | | |
| Travel | \$500.00 | | \$250.00 |
| Volunteer Appreciation | \$500.00 | \$327.59 | \$500.00 |
| Total Admin | \$19,132.00 | \$9,892.68 | \$12,600.00 |
| Payroll | | | |
| Administrator | \$17,500.00 | \$14,464.33 | \$17,500.00 |
| SDP Coordinator | \$4,500.00 | \$2,197.25 | \$4,500.00 |
| Assistant Coach / Masters | | | \$0.00 |
| Coach (club) | \$9,000.00 | | |
| Burden | | | \$0.00 |
| WCB | | | \$0.00 |
| Total Payroll | \$31,000.00 | \$16,661.58 | \$22,000.00 |
| Training | | | |
| Coaching | \$1,500.00 | \$980.00 | \$1,500.00 |
| Volunteer / Officials | \$500.00 | | \$500.00 |
| Total Training | \$2,000.00 | \$980.00 | \$2,000.00 |
| TOTAL DISBURSEMENTS | \$109,832 | \$47,804 | \$66,850 |

Whistler Nordics Ski Club Inc.
Income Statement 01 Apr, 2015 to 31 Mar, 2016

REVENUE

Sales Revenue

| | | |
|----------------------------|-------------|-----------------|
| Event Revenue - Coast Cup | 1283.25 | |
| Event Revenue - Twoonies | 487.78 | |
| Event Revenue - Other | <u>315</u> | |
| Net Event Revenue | | 2086.03 |
| Fundraising Revenue | | 1631.96 |
| Membership Revenue | | 4229.75 |
| Program Revenue - Masters | 1481 | |
| Program Revenue - SDP | 13999.94 | |
| Program Revenue - Devo | <u>5700</u> | |
| Net Program Revenue | | 21180.94 |
| WOP Passes | | 1577.5 |
| Training Revenue - Coaches | <u>240</u> | |
| Net Training Revenue | | 240 |
| Total Sales Revenue | | <u>30946.18</u> |

Sponsorship & Grant Revenue

| | | |
|--|-------------|--------------|
| Grant - Direct Access Gaming | 13125 | |
| Grant - CEP RMOW | <u>4500</u> | |
| Net Grant Revenue | | 17625 |
| Total Sponsorship & Grant Revenue | | <u>17625</u> |

TOTAL REVENUE 48571.18

EXPENSE

Cost of Goods Sold

| | | |
|----------------------------------|----------------|-----------------|
| Event Expense - Coast Cup | 1271.49 | |
| Event Expense - Twoonies | <u>1132.65</u> | |
| Net Event Expense | | 2404.14 |
| Fundraising Expense | | 1080.1 |
| Pass Exp | 1575 | |
| Program Expense - Masters | 1032.18 | |
| Program Expense - SDP | 9460.77 | |
| Program Exp - SDP Coach Training | 980 | |
| Program Expense - Devo | <u>3217.96</u> | |
| Net Program Expense | | 16265.91 |
| Consumable Expense | | 1566.32 |
| Scholarship Expense | | 1500 |
| Total Cost of Goods Sold | | <u>22816.47</u> |

Payroll Expenses

| | | |
|------------------------------|--|-----------------|
| Administrator Salary | | 14464.33 |
| SDP Coordinator Salary | | 2197.25 |
| Total Payroll Expense | | <u>16661.58</u> |

General & Administrative Expenses

| | | |
|--|---------------|----------------|
| Accounting and Legal | | 1800 |
| Advertising | | 363.71 |
| Board Expense | | 25 |
| Courier & Postage | | 229.4 |
| Zone 4 Charges | | -2 |
| Dues / Memberships | | 3301 |
| Facility Rental - RMOW | 1575 | |
| Facility Rental - Other | <u>616</u> | |
| Net Facility Rental | | 2191 |
| Interest & Bank Charges | | 72 |
| Office Supplies | | 18.66 |
| Volunteer Exp - Appreciation | <u>327.59</u> | |
| Net Volunteer Expenses | | 327.59 |
| Total General & Admin. Expenses | | <u>8326.36</u> |

TOTAL EXPENSE 47804.41

NET INCOME 766.77