

**Cariboo Ski Touring Club
Minutes: February 8, 2011**

In Attendance: Brian Black, Chris Elden, Marilyn van Leusden, Peter van Leusden, Ron Watteyne, Elaine Watteyne, Christine Kraayvanger, Jim Crellin, Greg Strebel, Bruce Self, Don Cunningham Celine Giesbrecht, Kathy Jaffary and Tony Jaffary.

Absent with Regrets: Bonnie Chlebek, Sunshine Borsato, Marie Skinner, Paul Mednis, and Holly Nelson

Adoption of Minutes of January 11, 2011:	M: Ron	2nd: Jim
Adopt agenda:	M: Peter	2nd: Kathy
Treasurers Report:	M: Greg	2nd: Ron

Correspondence

1. Letter received from Province of BC, Ministry of Natural Resource Operations dated January 27, 2011. The letter is a copy of a Memorandum of Understanding for Operation and Maintenance of the Hallis Lake Recreation Trails effective January 28, 2011 File # 16660-27/Cariboo Ski Touring Club. The Province will provide the Club with contribution funding in the sum of \$1 000.00, subject to funding being available, to cover out-of pocket expenses.
2. Letter received from Quesnel Community Foundations dated January 27, 2011 signed by Sheri Coles, Grants Committee Chair. The letter states that the Quesnel Community Foundation Grants Committee is interested in considering an application for our Youth Ski Program. The application form needs to be returned to the Integris Credit Union by 5 pm on Friday, February 25, 2011.
3. Letter received from Community Futures dated February 3, 2011 signed by Darryl Atkins. Letter offers not-for-profit organizations the opportunity to attend the HR Toolkit & Workshop Series in March, at a reduced rate of 50% (\$432.50 & HST). The workshop will help your organization develop clear policies, procedures and guidelines for management and volunteers.

Committee Reports

1. Jackrabbit – Celine

Celine confirmed with Don that the invoice has been paid for SDP packages and the receipt is with Christine. February 26, 2011 is Jackrabbit Meltdown Party. There are three Jackrabbit sessions remaining. February 12, 2011 is “Bring a Friend to Jackrabbit”. This will be free for the “friend” with no ski pass needed for use of the Hallis Lake facility.

2. Nordics / biathlon – Jim/Peter

The Cariboo Nordics participated in the BC Cup 3 and 4 races in Vanderhoof on January 22, 23. Most of the younger athletes attended but some of our older racers could not be there due to exams. Kieron Langan and Kyra Teetzen both placed second in both events and Ryan Eldon and Maddison Roll both placed third in the Sprint race on Sunday. It was unseasonably warm and the trails were fast and a bit rough due to the thaw/freeze conditions, however it was unusually comfortable for the coaching staff.

The next BC Cup races are in Prince George on March 5 and 6.

The one day Northern Zone race scheduled for Hallis Lake on Feb 12 has been cancelled due to conflicts with other events, which was going to result in very low attendance from out of town athletes.

The adult introduction to biathlon session will be held on February 5 from 1:30pm to 4 pm. So far 5 people have signed up.

A meeting with the parent group to discuss the succession planning for Biathlon coaching and organization is planned for Wednesday Feb 9, concurrent with the biathlon practice. Jim is approaching the club about acquiring most of the rifles and equipment that he currently owns for the 2011-2012 season.

By Jim, Peter & Rob

3. Membership – Don

Rabbit List and Biathlon list match with names on Don's list.

CSTC has 403 members which includes; 17 Jackrabbits, 7 Bunnies, 10 Biathlon participants.

CSTC sold \$120.00 worth of Xmas passes. Don recommends that we create a special Xmas pass form next year for registration.

One 2 week pass (out-of-town) was sold for \$15.00.

4. Equipment / lighted track – Brian

Pisten Bully:

The PB has been running well. The tiller has recently been used and produced good results.

Current issues:

-one track pan cylinder on the packer bar was not giving full force. It was taken to Lebrun's and was found to check out ok. It will be monitored.

-belts continue to slip on the fan / alternator drive. The tracksetters are planning some changes to improve the situation.

Twin Tracks:

Two of the Alpine 2 machines are all running well. The third (Rubber Ducky) was taken to South Shore for repairs. They are currently looking for parts. Green Gables is showing signs of needing similar work.

The Alpine 1 being kept at 10 Mile and is being maintained by the Fire Hall and is being used by club members for tracksetting of 10 Mile Lake Park. The machine is running well.

Equipment:

A utility sled was purchased from VANOC has been very useful.

Our snow grooming implements, roller and packer bar are in good shape.

A new flat deck sled was built by Bruce Self is ready for use.

Track Lighting:

The trail lighting operated reliably during the month.

5. Loppet – Elaine

55 paid participants

32 volunteers

87 lunches (leftovers given to the Katimavik group, very much appreciated)

Registration Fees: \$ 1263.00

Expenses: \$ 1123.24

Profit: \$139.76

Not a great profit, considering once I receive the track setting bill, (tongue in cheek) I'm probably in the red.

Changes implemented with registration numbers was much simpler and worked well. Bibs were pre-sorted by number. Late entries got the next available number, irregardless of race category.

Had discussions with Marilyn, Alison and Vicky about some suggested changes;

- Registration fees should be higher, and an even number, to cover costs. No fee difference for recreational division. CSTC should re-evaluate Jackrabbit fee to attract more Jackrabbits.
- Revamp entry fees: add a cost increase if not paid 3 days before race day (18+ and recreation \$25.00, late payment \$40.00, 13 to 17 pay \$20.00 late \$30.00, 8 to 13 pay \$15 late \$25, 7 and under \$10.00, late \$15.00)
- CSTC should also consider using Zone 4 or Pay Pal for registration. Example: If 10 people from out of town register and don't pay, then on race day the weather is bad and they don't show, the Loppet will still have to pay for these 10 lunches.
- check race distances on result sheets
- radios for timers and results crew
- alter registration form so that categories and entry fees are listed in the same order (youngest to oldest)
- add to job list a volunteer to record bib order of finishers

Action Item: Jim will investigate the costs and benefits of using Zone 4 for club registration and events and discuss with Herb Chlebek.

Discussions have occurred regarding emergency response procedures. Safety concerns will be discussed further by email with recommendations recorded for next year's organizing committee.

Jim recommends that the Loppet committee have one individual who is responsible for emergency procedures and safety/emergency volunteers.

Action Item: Jim and Bruce will go out and check VHF reception at Hallis.

Suggestions from Ron regarding sponsorship: \$50 to \$ 100 to be on Posters and Registration Form.

Some of the expenses, I put under lodge expense: toilet paper holders, paper products and containers for these items.

These suggestions have been made and will be brought up at the Loppet 2012 organizing committee meeting. Any recommendations are welcome for next year.

Again, thank-you to the many volunteers, track setters, participants, and of course the weather, which made this years' Loppet a success.

6. Backcountry – Bruce

The 3100 road (to the Moncton area) is REPORTEDLY snow plowed for 4 km only. It may not be plowed this far.

Also the 1300 rd. (Swift River FSR) is plowed in approximately 5 km. only.

A Thank-you letter has been sent to Craig Evanoff and Bonnie Hooge for their instruction of the avalanche course held on January 8 and 9th, 2011 and their donation of \$250.00 to the Club.

7. Social – Bonnie & Holly

Anyway, the next social is set for Feb.19, 2011 with Dougal entertaining.

I propose the year end social date be changed so it won't conflict with the TeleFest.

The next weekend would make it Spring break and then we're into April.

Discussion followed with the recommendation that the year-end social be held on April 2, 2011.

March 5th is also available if the social committee would like to organize an additional event.

Action Item: Elaine will consult with Bonnie and Holly.

8. 10 Mile Lake Committee –Peter/Paul

Paul has set tracks in Ten Mile Lake Park and on the lake. Many thank-you's from locals.

Logging is occurring on Bjornson Loop, so trails are closed here.

Thursday, February 10, 2011 Peter is meeting with Tony Fiala and Chris Armstrong to discuss CSTC trailing setting permit for Ten Mile Lake Park.

Concerns will be shared with brushing, windfall removal and posts on the trail.

9. Lodge – Tony & Kathy Jaffary

CSTC is pleased to announce are new Lodge managers: Kathy and Tony Jaffary.

Forward any suggestions to the Jaffarys as they are creating a project list.

Action Item: Marilyn will forward Executive email addresses to Tony & Kathy.

Action Item: Tony will install the donated stereo system.

10. Newsletter- Greg

Updates are great!

Action Item: Greg will send out an email containing the upcoming social and Elementary School Races.

Action Item: Greg will send out a message to members that Shelly Barlow will run a concession on Saturdays, beginning February 12th. The concession will sell two kinds of soup and granola bars beginning at noon.

11. Publicity/ Adult Lessons- Ron

Publicity:

Posters are done for the Elementary school Races

Posters for the Social on Feb. 19 are done and have been sent out but Greg has told me that the files are too large and has posted them on the web site

Ski Lessons:

We now have three new instructors, Chris Eldon, Rob Rolfe and Josh Boutotte.

Have taught 49 ski lessons so far this winter

Rob has come out 3 times and Josh was out once.

Chris has been very busy with the Jackrabbits and Biathlon

12. Elementary Ski Program- Sunshine, Celine, Lisa, Brian, Marilyn

We have been working on requests for financial assistance over the last few months and have submitted to the following groups:

1. Community Futures
2. Community Foundation
3. Sunrise Rotary
4. Rotary
5. Lions Club
6. Knights of Columbus
7. Mountain Equipment Co-op

We have received tentative approval in January from Community futures for \$15,000. Community Foundation has approved our letter of intent and asked us to submit a full application by Feb 25/11.

This morning Sunshine and I presented to Sunrise Rotary. We were very successful in receiving confirmation that they will contribute a total of \$9,000 to the project. The CSTC project is to be to focus of the club's "Calcutta" in May. We need to provide photos of CSTC and mainly kid's activities that can be enlarged to poster size.

In summary, provided that we follow up successfully on our "Project Plan for Community Futures" we have full funding for the plan as budgeted.

Equipment needs to be ordered by March 15, 2011. Purchase will likely be with Rossignol thru Rocky Peak.
By Brian Black

Old Business

1. CSTC 2010-2011 schedule of events

To ensure that the website and club calendar are updated, communicate information to Ron.

The Club Calendar should include Jackrabbit and Biathlon training sessions, Lodge rentals, social events, and school bookings.

Action Item: Ron will request that Tony & Kathy Jaffary (250-747-7434) are listed on the website, Contact page, as Lodge Managers.

2. CSTC 2010/11 Objectives:

e)-Consider conducting organized ski tours (Hallis and backcountry) on a regular basis

The organized ski tours on Wednesday night usually have about a dozen people attending.

A date will be set for a backcountry ski tour to Indian Point cabin on Bowron Lake led by Kate Sulis.

Bruce is determining the destination of a second organized backcountry tour.

Bruce has sent a copy of the safety list for Backcountry tour leaders to Marilyn for the minutes.

3. Pancake Breakfast: January 9, 2011

The receipts for the Pancake Breakfast total \$359.22. Approximately 140 people attended.

4. Correlieu hosting X-country running race: October 22, 2011
Action Item: Peter will check that the Hallis facility has been pre-booked for this date by Sunshine. Awareness to hunters that the event is occurring is a necessity.

5. Katimavik: CSTC requested the following dates for volunteer assistance:
 February 19, 2011 Saturday Elementary School Races
 February 26, 2011 Saturday Jackrabbit Meltdown Party
 Celine is the contact person for Jackrabbit events and Sunshine for the Elementary School Races. Confirmation is required.
Action Item: Celine will contact Anny at Katimavik and let her know that volunteers are not needed for the Jackrabbit Meltdown Party on February 26th.

6. Proof for Poster: Ron
 Ron is working on the poster proof to change the duplicate pictures.

7. Quesnel Winter Carnival, Feb. 5, 2011
 CSTC volunteers did a wonderful job at the winter carnival. There was a very good turnout and a great interest in trying out our sport. Combined with Rocky Peak we had nearly 100 people get out on skis!! The effort was very important do build community understanding and support for the Cariboo Ski Touring Club and for cross country skiing.
 Brian listed a few suggestions for next year.
 -don't bring the TV and DVD player. It wasn't reasonable for anyone to watch it under the circumstances.
 -a second bench for sitting to fit boots would have been a benefit.
 -a size chart to convert NA men's and women's sizes to European would have been helpful.
 -hopefully by next year the CSTC will have its own equipment. This will make it much easier for our volunteers and give the skiers a much better experience on skis.
 -We were rather close to the wood stove display. It was affecting air quality so we moved slightly towards the tennis courts. I would prefer to move a bit farther next year but maybe the wood stoves won't be there in future.

8. Succession plans required for:
 - Biathlon: Meeting of Parents is scheduled for Wednesday, February 9, 2011 to initiate succession plan. Jim, Peter and Rob are actively implementing a plan for the group.
 - Lodge Manager: Tony and Kathy Jaffary have stepped forward to fill this need. In future this responsibility may include looking after rentals.
 - Membership/Club Registration: Greg has agreed to take over from Don to do the club registrations and will work toward simplification to avoid duplication of work and possibly the use of zone 4 for registration.
 - Loppet: Elaine has taken on this responsibility and will continue next year.

9. Ski Tournament: February 19th
 Race is being held February 19th registration deadline is February 14th and posters and registration info is in schools and on the website I will write a brief article for paper and maybe Ron can also let them know about it.
 I am organizing volunteers currently and will have my usual registration blast the night before when we set up the lodge and school tables.
 I will arrange for sound system from Helen Dixon and timing clock from Recreation Centre and Peter and Rob? are my on the ground race organizers for the courses and running of the races and they are soooo happy about that.
 Medals are purchased and Christine is writing me that cheque and Williams Lake has confirmed they will be coming again - yeah!
 I have had no response yet from sponsors and will follow up with them on Monday - money, hot dogs, condiments and buns.
 Volunteer list attached - I may still draw a bit from executive if required but trying to avoid that.
 By Sunshine.

Action Item: Sunshine is to arrange clean-up of the Lodge after the Ski Tournament on February 19th as a Club social is being held that evening.

10. HMC Services; Cookies delivered

New Business

1. Lodge Managers

See Committee Report: Lodge

2. Club acquisition of biathlon rifles 2011-12

Jim Crellin presented an overview of the biathlon rifles and equipment that he and Alison have purchased since 1998. This equipment has been used by CSTC biathlon team members over the years. Athletes have rented the rifles and equipment for \$150.00 a season. Approximately \$100.00 of the rental fee goes toward the purchase cost.

The purchase of the rifles and equipment by the Cariboo Ski Touring Club is important to ensure the continuation of the Biathlon program and the development of a succession plan for new Biathlon coaches. Crellins request \$2,800.00 for the seven rifles and remaining biathlon equipment.

The rifles and equipment will belong to the CSTC but an individual must personally register the rifles.

Motion: Peter moves that the Cariboo Ski Touring Club purchase by the end of the 2011 ski season, the rifles and equipment presently owned by the Crellins at the cost of \$2800.00. Greg seconded. Motion passed.

3. Club Fee Restructuring

Item Forwarded to March agenda for further discussion.

Two issues to discuss: format of fee structure and the need to raise fees.

Guidelines for discussion: club revenue must not drop and the number of members increases.

Committee (Peter, Jim, Bruce, Greg) and Brian will discuss by email.

Christine raises the question of HST payment required with membership fees.

Question raised about the fee charged for day use passes. Revenue this year to date is approximately \$1000.00

4. Katimavik Debriefing Camp

Katimavik has requested the use of the Lodge or a ski cabin for their Debriefing camp to be held on February 27th to Tuesday, March 1, 2011.

Discussion followed. Consensus is that there is not adequate space in any of our cabins. The Lodge is usually busy on Sundays, so regretfully, we are unable to offer the Lodge.

Action Item: Marilyn will inform Anny that we are unable to meet their request for accommodation for the Debriefing Camp.

5. Articles needed for Cross Country Canada's monthly Cross Connections newsletter

Discussed and decided to not participate at this time.

6. Storage shelves for the Office

Action Item: Tony and Kathy will create a list of materials needed to organize the Office at the Lodge.

Action Item: Greg will send out an email requesting donations of required materials when he receives the list from Jaffarys.

7. Running at Veronica's boot camp

Where are the boot camp participants running?

Action Item: Elaine will contact Sunshine to ensure the location of the running component.

8. Printer for CSTC

Executive discussed the need to purchase a black & white laser printer for club use at races and events.

Motion: Don moves that the CSTC purchase a black and white laser printer. Christine seconded. Motion passed.

9. Dog Etiquette

Action Item: Greg will send out an email reminding dog owners that there are two trails for use with their dogs. Dogs are not allowed on the North Marathon Loop. Greg will remind owners to use the dog scoops when required.

10. Creation of a Flex GIC

Motion: Jim moves that Christine moves \$5000.00 in to a flex GIC from our General Operating budget for next season start up costs. Peter seconded. Motion passed.

Next Meeting: March 8, 2011 @ 7:30 pm at QCEDC office (339A Reid Street).

Meeting adjourned at 9:20pm

Goody Schedule for March: Brian