

LARCH HILLS NORDIC SOCIETY

Executive Meeting

Tuesday, Feb 4, 2024 7:30pm

Laura's Place

Suzy Beckner, Abbi May, Don Millar, Bill Prytula, Pauline Waelti, David Millard, Cam Brown, Laura Hepburn, Kari Wilkinson, Karen Tanchak, Jana Muller

1. **Tracksetter trail maintenance proposal** – George Jackson attended to present. David, George, John, Craig have worked on the proposals.

Proposal 1 involves removing problem trees, stumps and hazards on the groomed trails with a goal for Bison drivers to operate with a margin of safety. Est \$10,000/ 1 wk of work.

Proposal 2 includes Proposal 1 plus widening and brushing some of the groomed trail sections and improving drainage and surfaces, sloping of cutbanks and improving flow on some corners. Est \$30,000/ 3-4 wk of work.

The objective is to reduce risk of damage to the Bison. Some trees and stumps are getting hit with the new machine. The tiller is wider and more difficult to repair.

Proposed costs include equipment, some labour and some volunteer work. Craig has looked into it and specific approval is not required. We are allowed to maintain our trails including in the park.

Culverts would solve problems with open water that we had this year.

George would like a decision by the spring. They would hope to start in about mid June.

The executive would like to support proposal 2 and will invite George to present at the general meeting next week.

2. **Agenda** – Additions Cam motioned to approve, Abbi 2nd.
3. **Minutes of last executive meeting** – Jan 7, 2024. David motioned to adopt. Pauline 2nd.

4. **Business arising/outstanding issues:**

- None

5. **Treasurer Report** – Don

See attached report.

We have \$262,000 in the account. We got \$50,000 for the old machine. GST has been frustrating.

6. **Programs Update** – Jana

- There have been a couple of reports of conflicts with dogs.

A reminder enote will be sent regarding dog owner etiquette. Dogs must be under control at all times. Dogs must be on a leash in the parking lot. No dogs inside the chalet. A sign will be put on the door.

- Jackrabbits-

Fun Day will be Feb 15th.

There are plans for improving communications for next year.

Kate Ritchie has organized Mable's Labels as a fundraising opportunity. Families can order labels and Larch Hills gets 20% of proceeds. This is a Canadian company.

- School program. There were some cold weather cancellations this week resulting in some confusion with some of the hosts. Jana and Karen are working to improve communication with school hosts but there will likely to continue to be occasional unscheduled changes.

7. **Manager Update** – Karen- see attached report

- Some people miss the Swix outdoor thermometer. Karen will order a new one for \$135.
- Nordiq Canada Club Fundraiser – Karen and Jana will complete and submit to raise \$25,000 for our youth programs.
- Food Services- Melanie would like to start selling food at the Chalet on Saturdays. She wants to come at 10. She will stay in the Old Chalet at the small sink to keep the kitchen clear for JR's and members. She will not work on Sundays.

Karen will write up an agreement. She will not be able to sell on event days. She will require current foodsafe and a business licence. She also needs to get a commercial kitchen approval for her home kitchen. She will remove her own garbage and use recycling.

We agreed to a trial of 3 Saturdays. We will charge 10% this year and consider a flat rate in future years if it goes well.

We will ask her to finish at 3 when Jana leaves. She will require a have a sign indicating that she is running an independent business.

We will advertise for her on the enews.

8. **Technology** – Bill

- Nordic Pulse is operational. It was put on the website a week ago. Signs will be put on the website and grooming board indicating that skiers can download the app on their phones. Tracksetter's phones are sometimes dying before they are finished tracksetting and Bill is working on solutions..
- Race day – Bill will turn off the open network on Saturday for the OK Cup to preserve the wifi for the race organizers and timers.
- Bill is working on the technology for the entrance way.

9. **Loppet Report** – Kari.

433 participants this year vs 465 last year.

The Banquet will be at the Community Center next year. Suzy suggested a family dance.

Dragonize was hired to do the work of the banquet for \$1500.

There was a lot of positive feedback about the new course.

Roughly \$6,000 to \$6,500 profit.

10. **Okanagan Cup Race** – Alan- (not here). 99 registered so far.

11. **Sponsor/Business Promotions** – Suzy

Skookum asked us to promote their deal for Larch Hills Members. We have traditionally not advertised for specific businesses on the enews. They did donate \$1500 to the ski team for the Warren Miller film. It was suggested to doing a yearly post for each business that supports us. Kari suggested that we could share some ads from our sponsors if they are of interest on our social media. Cam suggested sending an email to our business sponsors saying that we will endeavor to share some social media posts in a fair way from our sponsors. We also discussed having them do more demo days and have some presence at Larch Hills.

After discussion we decided that we will send an email to our sponsors stating that if they have a specific promotion for our members we will post on our social media.

12. **Survey Results** – Cam

No results yet. The survey will run at least until the end of February. We will continue to promote it. 136 replies so far.

13. **Governance Training** – Kari

Booked March 4th at 6:30pm for two hours. We can hold it at Forsite. We will order Hungry Panda. 2 hours. There will not be an executive meeting next month.
Karen will send in the policy manual and bylaws as well as the HR committee info.

14. **SEC** – David

They are trying the new roller and are happy with it.

Additions

1. **Rec sites and trails-** Suzy. Linnea called to say they have some money for trail maintenance projects that are currently underway. We have requested new outhouses so she will request funding to replace some existing outhouses.

Adjourned at 9:20

Next Executive Meeting – Tuesday, March 4, 2025 6 – 8:30pm (Governance Training – Foresite)

LARCH HILLS NORDIC SOCIETY
Executive Meeting Tuesday February 4, 2025
7:30 PM,

Operations Manager Report

- January was a busy month. Lots of visitors paying by square, e-transfer and cash.
 - Okanagan College came with 20 skiers, Group of 14 ladies from the Calvary Chapel Church; Shuwap Immigration Society brought up a group of 35 skiers and snowshoers; Vancouver Ladies Ski group had 33 skiers and snowshoers for all day Saturday and ½ of Sunday, Vernon Cadets spent a snowshoe day 28 children and 3 supervising adults; smaller group of Scouts as well. We supported the Shuswap Literacy Unplug and Play event with a free family snowshoe day.
- Cec's cabin has been booked 9 nights in January. 10 bookings for February – every weekend.
- I received a request from a few members to replace the Swix Outdoor Thermometer. It has been missing for a few years now. They sent me a link to Swix Nordic.ca page. It is 30 cm diameter and shows the Klister and Grip wax recommendations. The cost is Canadian \$135.15, taxes and shipping included. Looking for direction if I should order.
- Many positive comments about the new Nordic Trails tracking. A few morning where folks were concerned that the tracking was not active. I remind folks to be patient through the transition. Bill is setting it up so Jana and I will be able to update any glitches on Nordic Pulse and we will ensure that the board is updated if the tracksetters do not complete it.
- Still some reports of folks walking on ski trails and requests for more education. Anyone who picks up a Snowshoe map is reminded no walking on ski trails and when crossing over one to ensure they step over the classic tracks. There was one couple heading up to Cec's using Coffee's Climb. I presented the easiest most direct route and they said "Great, Thank You" and then apparently walked all the way up the middle of Larch Hills Road to the cabin. Their down route was Sky Trail.
- Update on the food service. Saturday, Jan 25, Melanie came up on a trial basis to see what it might look like. I had agreed to her arriving after Jackrabbits with some baked goods, talk with people and see what the interest was. She was not sure of what her expectations might be until she had experienced the set up. Unfortunately, she was too ambitious and arrived at 9 am with baked goods, soups and hot chocolate. On a very busy Saturday morning it was quite chaotic. I have since discussed the possibility with her and I have attached a summary of our conversation for discussions by the executive. There are still some items that we need to establish:
 - How much we would charge for use of the North east corner of the original chalet including small sink and counter?
 - Write a formal agreement between Melanie and Larch Hills
 - Others?
- I have completed the application for the Nordiq Canada Fundraiser this year. Suzy, Jana and I have created the pitch for \$25,000 goal for programs. We hope to have it active tomorrow. Draft report is attached for discussion.
- The new telephone system for the Emergency response is set up. With this system we now have a 'wifi phone' that rings when the emergency number is called. During office hours when Jana and I are on site we are a direct contact for folks needing assistance. The program allows us various options activated by a portal. A few more tweaks are needed to make it user friendly for our Safety Hosts skiing when the

office is not manned. Bill Grainger has now cancelled his land line and will be submitting an invoice for the telephone bills that he is due.

- I received an email from a club member with a suggestion to hold a Cookie Ski & Snowshoe Event. Looking for direction if this is something we would want to embrace. Summary is:
 - hold in March on a Sunday.
 - with the help of club members, team members and their families and coaches, and some sponsors, Askews, Skookum, John's, Skyhook Acres, they donate cookies, homemade or store bought, doesn't matter, just bring cookies.
 - All cookies should be dropped off to the office on the Saturday prior to the event, during office hours, so they can be distributed to Pentes and Cec's by the groomer on Sunday morning.
 - Anyone who cannot make the drop off can still bring their cookies for donation on Sunday morning and place them in the main chalet for sharing, coco and socializing.
 - Participants will be asked to make a donation of either a canned good or monetary donation for the local food bank, or charity that you support, however a donation is not mandatory to participate.
 - Then all you have to do is ski or snowshoe out to one or both cabins, and treat yourself to a cookie, or two, depending on supply, the more the merrier.
 - The success of the event will all depend on how many cookies are donated, so, get baking people!
 - The event should run from 10am-1pm, or until the cookies run out.
 - Any remaining cookies, if this is even possible, will make their way back to the main chalet for sharing among guests.
- To do:
 - Craig and I have discussed updating the Trail Distance information on the website. Adding new trail names and removing what is now redundant.
 - Water testing is on going
 - Work out the call forwarding for the emergency one call system

Memo from Don Miller

Date: February 3, 2025
To: Executive Board – Larch Hills Nordic Society
Cc: Meeting file
RE: financial position to December 31, 2024

I have attached several documents disclosing the financial position to December 31, 2024.

I believe the statements are self-explanatory. Please review and raise any questions or comments with me.

Although the cash position is very large, bear in mind that the bulk of the cash receipts have been realized and it will be October before the cycle starts again.

I had previously mentioned the GST audit that arose from the filing of the 2nd quarter report wherein the claim for the ITC related to the Bison purchase resulted in a refund of over \$ 23,000. I think I may have mentioned that I thought the auditor was satisfied. The bureaucracy of CRA required that his supervisor had to sign off (I presume because of the dollar value)and the result was the receipt of a four-page letter requesting further documents, detailed details of the our registration process, detailed support for the postings, copies of invoices, copies of agreements with the government for trail access, details of agreements with Zone4, CCBC and Nordiq Canada etc, etc, etc. Other than utter frustration, I'm not yet concerned with respect to the ultimate collection of the refund. I'll keep you apprised.

Larch Hills Nordic Society

Profit & Loss

02/03/25

Accrual Basis

May through December 2024

	May - Dec 24	May - Dec 23
Income		
4001 · Interest Income	-1,611.68	928.24
4003 · Revenue - RKS Loppet	0.00	0.00
4005 · CCBC Fees Collected	18,479.00	18,747.00
4007 · SDP Fees Collected	0.00	168.00
4015 · Chalet Rentals	3,340.48	761.91
4021 · PB donations	0.00	0.00
4023 · Courses, Clinics, Meetings inc	710.00	0.00
4025 · Jack Rabbit Fees & Donations	0.00	1,948.00
4030 · Lantern ski account	0.00	-424.24
4035 · Members Misc Donations	3,150.25	2,690.25
4040 · Memberships	123,325.00	121,770.06
4045 · Miscellaneous Income	46,485.96	1,785.72
4050 · Other Donations	0.00	1,054.60
4055 · Jr. Race Team	60.00	10.00
4056 · Received on behalf of race team	7,742.00	6,402.00
4065 · Ski Swap Income	11,897.70	9,844.69
4068 · Lantern ski items	-901.66	0.00
4070 · TS Replacement Fund Donations	5.50	2,468.00
4075 · Trail Fees	12,905.46	5,660.36
4150 · Amort def'd contributions	0.00	0.00
4200 · Teck Championship Reciepts	-14.44	0.00
4800 · Reino Keski Salmi Loppet	0.00	0.00
Total Income	225,573.57	173,814.59
Gross Profit	225,573.57	173,814.59
Expense		
5002 · Professional Fees	6,607.25	0.00
5003 · Expenses - RSK Loppet	0.00	0.00
5004 · Advertising	1,093.29	1,280.58
5005 · Hydro	1,304.79	1,426.83
5010 · CCBC Fees Paid Out	17,603.00	18,879.50
5016 · Rental Expense	290.74	220.70
5020 · Courses, Clinics, Meetings exp	10,542.09	28.96
5025 · Amortization	0.00	0.00
5030 · Gas & Oil	3,291.37	1,920.40
5035 · Honorariums	750.00	0.00
5040 · Insurance	30,430.00	14,993.00
5045 · Jack Rabbit Expense	376.70	414.89
5050 · Jr. Racing Team	0.00	350.00
5055 · R&M Buildings	6,903.86	1,939.58
5060 · R&M Equipment	8,653.77	6,582.26
5065 · Miscellaneous Expense	259.01	2,726.52
5070 · Office Expense	735.48	1,337.54
5071 · Telecommunication	2,375.97	2,402.25
5075 · Payroll	13,793.62	14,308.75
5080 · Safety Committee	528.91	1,827.62
5085 · Scholarships	1,500.00	0.00
5090 · Signs and maps	875.37	5,751.23
5095 · Ski Swap	11,897.70	9,844.69
5100 · Snow Removal	0.00	34.89
5103 · Trail Construction	0.00	0.00
5105 · Trail Maintenance	72.19	167.87
5120 · Zone 4 Fees	790.00	725.50
5197 · Bank Charges	51.65	201.67
5300 · OK Cup costs		
5317 · OK Cup-meet exp.	215.88	0.00
5319 · OK Cup-Sundry charges	29.17	0.00
5300 · OK Cup costs - Other	0.00	156.33
Total 5300 · OK Cup costs	245.05	156.33
Total Expense	120,971.81	87,521.56

Larch Hills Nordic Society
Profit & Loss
May through December 2024

	May - Dec 24	May - Dec 23
Net Income	104,601.76	86,293.03

Internal Statement

Larch Hills Nordic Society

Profit & Loss

02/03/25

December 2024

Accrual Basis

	Dec 24	May - Dec 24
Income		
4001 · Interest Income	0.00	-1,611.68
4005 · CCBC Fees Collected	5,076.00	18,479.00
4007 · SDP Fees Collected	12.00	0.00
4015 · Chalet Rentals	0.00	3,340.48
4023 · Courses, Clinics, Meetings inc	0.00	710.00
4030 · Lantern ski account	0.00	0.00
4035 · Members Misc Donations	234.75	3,150.25
4040 · Memberships	36,725.00	123,325.00
4045 · Miscellaneous Income	582.96	46,485.96
4055 · Jr. Race Team	0.00	60.00
4056 · Received on behalf of race team	636.00	7,742.00
4065 · Ski Swap Income	0.00	11,897.70
4068 · Lantern ski items	-809.16	-901.66
4070 · TS Replacement Fund Donations	0.00	5.50
4075 · Trail Fees	12,028.23	12,905.46
4200 · Teck Championship Reciepts	0.00	-14.44
Total Income	54,485.78	225,573.57
Gross Profit	54,485.78	225,573.57
Expense		
5002 · Professional Fees	0.00	6,607.25
5004 · Advertising	502.72	1,093.29
5005 · Hydro	0.00	1,304.79
5010 · CCBC Fees Paid Out	4,326.00	17,603.00
5016 · Rental Expense	120.90	290.74
5020 · Courses, Clinics, Meetings exp	907.00	10,542.09
5030 · Gas & Oil	2,372.27	3,291.37
5035 · Honorariums	0.00	750.00
5040 · Insurance	21,684.00	30,430.00
5045 · Jack Rabbit Expense	224.70	376.70
5055 · R&M Buildings	510.63	6,903.86
5060 · R&M Equipment	635.88	8,653.77
5065 · Miscellaneous Expense	41.29	259.01
5070 · Office Expense	11.45	735.48
5071 · Telecommunication	360.62	2,375.97
5075 · Payroll	6,191.39	13,793.62
5080 · Safety Committee	528.91	528.91
5085 · Scholarships	0.00	1,500.00
5090 · Signs and maps	367.12	875.37
5095 · Ski Swap	6,353.70	11,897.70
5105 · Trail Maintenance	72.19	72.19
5120 · Zone 4 Fees	167.00	790.00
5197 · Bank Charges	5.46	51.65
5300 · OK Cup costs		
5317 · OK Cup-meet exp.	0.00	215.88
5319 · OK Cup-Sundry charges	0.00	29.17
Total 5300 · OK Cup costs	0.00	245.05
Total Expense	45,383.23	120,971.81
Net Income	9,102.55	104,601.76

Larch Hills Nordic Society

Balance Sheet

As of December 31, 2024

	Dec 31, 24	Dec 31, 23
ASSETS		
Current Assets		
Chequing/Savings		
1001 · Gaming 981415 - Shares	78.50	74.62
1003 · Gaming 981415 - Moneymaker	17.26	259.68
1005 · General 163527 - Moneymaker	85,028.68	72,902.11
1006 · General 163527 - Registration	56,730.29	12,929.72
1007 · General 163527 - Trail fees	14,411.23	3,282.68
1010 · General 163527 - Shares	184.66	175.54
1020 · General 163527-Investor Savings	60,153.99	33,477.27
1025 · Tracksetter 1469386 - Shares	0.00	6.76
1026 · Tracksetter 1469386-Investor Sa	0.00	11.33
1030 · Lighting 1638444-Investor Sav	15.36	15.11
1031 · Lighting 1638444-Shares	6.28	5.93
1032 · Tracksetter 1638444		
1032-02 · Tracksetter - GENERAL ACCT	0.00	120,804.82
1032-03 · Pisten Bulley replacement -2023	0.00	69,733.35
1032 · Tracksetter 1638444 - Other	38,641.82	0.00
Total 1032 · Tracksetter 1638444	38,641.82	190,538.17
1033 · Lighting 1638444-Patronage	14.68	14.68
1040 · Bank - RKS Loppet	5,985.00	0.00
1045 · Bank - JRT	950.74	40,730.73
1111 · Non-current term deposit	0.00	170,460.61
Total Chequing/Savings	262,218.49	524,884.94
Accounts Receivable		
1202 · Accounts Receivable	25,425.18	4,054.25
Total Accounts Receivable	25,425.18	4,054.25
Other Current Assets		
12000 · Undeposited Funds	0.00	-453.75
1210 · Prepaids and Deposits	0.00	7,085.00
1215 · Suspense Posting	-2,016.50	0.00
1290 · RKS Acct	637.45	6,618.07
Total Other Current Assets	-1,379.05	13,249.32
Total Current Assets	286,264.62	542,188.51
Fixed Assets		
1301 · Buildings	333,095.56	324,258.94
1302 · Building-New Chalet	644,252.56	644,252.56
1305 · Accum Amort-Buildings	-425,786.07	-407,677.07
1310 · Small Tools	13,883.81	13,380.96
1315 · Accum Amort-Small Tools	-13,380.97	-13,380.97
1320 · Vehicles		
1320-01 · Prinoth - Bison with attachment	585,186.18	0.00
1320 · Vehicles - Other	289,795.54	289,795.54
Total 1320 · Vehicles	874,981.72	289,795.54
1325 · Accum Amort-Vehicles	-247,924.47	-239,041.47
1330 · Equipment	64,606.77	55,575.62
1335 · Accum Amort-Equipment	-31,652.39	-28,953.39
1350 · Trail Lighting summary		
1350-01 · Trail Lighting - Phase I and II	18,867.04	18,867.04
1350-02 · Trail Lighting - LOOP 3	188,334.64	188,334.64
1350-03 · Trail Lighting - Loop 4 & 5	132,927.04	132,927.04
1350-04 · Lighting sys - generator extras	14,139.09	14,139.09
1350 · Trail Lighting summary - Other	279,346.19	279,346.19
Total 1350 · Trail Lighting summary	633,614.00	633,614.00
1355 · Accum Amort-Trail Lighting	-58,328.79	-44,586.79

Larch Hills Nordic Society

Balance Sheet

As of December 31, 2024

	Dec 31, 24	Dec 31, 23
Total Fixed Assets	1,787,361.73	1,227,237.93
TOTAL ASSETS	2,073,626.35	1,769,426.44
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
2010 · Accounts Payable	9,123.74	22,945.81
Total Accounts Payable	9,123.74	22,945.81
Other Current Liabilities		
2001 · Accrued Payables	0.00	12,775.00
2015 · Payroll Deduction Liability	1,314.14	2,119.05
2016 · Vacation pay liability	1,343.47	546.23
2025 · Grants/ Fundraising deferred		
2025-3 · VIASport - Timing structure	3,500.00	3,500.00
2025-4 · Deferred amounts -2023	376,604.19	75,237.49
2025-5 · Race team deferred -2023	0.00	27,241.63
Total 2025 · Grants/ Fundraising deferred	380,104.19	105,979.12
2030 · Carbon Offset liability	2,661.53	4,467.03
2035 · Lantern ski	2,455.00	0.00
2550 · GST/HST Payable	6,187.10	-10.60
Total Other Current Liabilities	394,065.43	125,875.83
Total Current Liabilities	403,189.17	148,821.64
Long Term Liabilities		
2032 · Dfd contributions - Chalet	223,080.38	230,492.17
2033 · Deferred Contributions - Trail	549,934.35	563,072.71
2036 · Dfd contribution - P'oth Bison	470.14	0.00
Total Long Term Liabilities	773,484.87	793,564.88
Total Liabilities	1,176,674.04	942,386.52
Equity		
3002 · Restricted Net Assets - Operatio	329,956.69	335,004.05
3005 · Unrestricted Net Assets - Cap	410,790.20	405,742.84
3200 · Retained Earnings	51,603.66	0.00
Net Income	104,601.76	86,293.03
Total Equity	896,952.31	827,039.92
TOTAL LIABILITIES & EQUITY	2,073,626.35	1,769,426.44