

Birkebeiner Nordic Ski Club Committee meeting

Day and Date: Tuesday, April 17th

Time: 7.30pm

Venue: Hoppet Meeting Room, Information Centre

MINUTES

- *Please note: italic denotes items to be actioned*
- 1. **Attendance:** Ronice G, Ewen S, Brian K, Nick W, Blair H, Penny G, Michelle F, Ann B, Jeanette M, Paul G.
- 2. **Apologies:** Kerry L
- 3. **Minutes of the previous committee meeting** held on October 18th, 2017
Passed 1) Ewen 2) Nick
- 4. **Matters arising from previous minutes.** Ronice tabled MOU from Michal T. from Alpine Timing (hard and electronic copy)
- 5. **Correspondence:**
Resignation of Secretary. Ronice explained letter and the 3 levels of insurance that BNSC holds. *Ronice to send a formal letter of thanks to Doug.*
- 6. **Business arising from the Correspondence**
 - * Report from Bruce Howie regarding the compliance of Fire and Building regulations
 - * Report from FCRM regarding renewal of Club House lease.
 - * Letter from Ben Derrick regarding permission to use Falls Creek fuel card for snow mobile.
- 7. **Reports**
 - 7.1. Treasurers Report. Jeanette has produced balance sheet, financial summary, year to date income and expenses. General discussion about where items are put and questions about some items. Jeanette has suggested that she amalgamate some items/lines together. Brian mentioned that for the Race Committee problems can occur from Ski & Snowboard Australia and invoices sometimes left in boxes. Jeanette to investigate. Jeanette also asked committee members to take a photo of receipt and email to her, in preference to a hard copy. Please email any receipts to: treasurer@birkebeiner.org.au. She also tabled that she would prefer to use a system like Quickbooks to keep accounts instead of our existing accounting system. The right program can make the job easier.
Motion: The Treasurer will investigate options and bring to next meeting with an aim to introducing a new accounting software program for the new financial year. Seconded: Brian K. All committee in favour.

Need another person beside Ronice to act as a signatory to authorise payments. Will wait until the new AGM to do this.

Asset register and depreciation. Jeanette to redo and suggest reasonable depreciation rates for items.

If collecting mail and have invoices please leave in box for Jeanette to collect or organise to have it sent by mail to her.

Ski and Snowboard Australia insurance is due. *Ronice to investigate status of renewal date.*

Ronice asked the committee if purchases can be approved/disapproved if cannot wait until the next meeting. Ann made comment that there is the 'Delegation' document that each sub-committee can spend up to.

Treasurer Report accepted. Moved: Jeanette, Seconded; Nick W.

7.2. Search and Rescue. No report.

7.3. Race Committee. Report sent out by Ann (input by Marg T). Race committee meeting needs to be held soon. Race hut report sent out by Brian K. suggesting maintenance works to be carried out and approximate costings. *Paul G to research sound system, Blair to find blinds and Brian to organise removal of pole. New helmet needed (ex. rental – Nick to investigate this).*

North East Improvement needs to be notified about Birke account name (currently in Bill Little's name). Ronice to organise this.

7.4. Junior Committee. Michelle emailed report.

7.5. Kangaroo Hoppet Race Committee. Meeting in June. Planning committee meeting every Wednesday morning.

7.6. Clubhouse. Brian tabled letter from Bruce Howie regarding items needed for compliancy. Discussion about upstairs doors and it needing an external screen and eventually turn into a window. Ronice suggested that a sub-committee (Tony and Brian) deal with these issues on a needs basis.

7.7. Social. Report emailed by Kerry L. Kerry resigning from this position.

7.8. Membership. Jim G emailed suggestions regarding membership options and a possible change from RegOnline (fees associated with use of credit cards) and to a direct deposit and spreadsheet. Nick suggested going with Race Result (which is currently used for race entries). Also members would like a five year membership option. *Nick to talk to Michal.*
All Reports accepted. Moved: Ann, Seconded: Penny

8. General Business

8.1. New secretary position. Ronice emailed out if anyone interested. No takers.

8.2. Active account creation link

8.3. MOU Alpine Timing 'as above'

8.4. Annual General Meeting – date, procedure. Propose that Tuesday, May 15th be the date. *Nick to book the Auditorium at Visitors information centre for*

the AGM and all winter meetings. Nomination forms to be posted on Birke site and given out at meeting.

8.5. Schedule for meetings for 2018. Ronice proposed that meetings move to Tuesdays instead of Wednesday (3rd Tuesday of the month).

8.6. Aussie Possum XC Ski Awards. Draft no.7 presented to the committee. The BNSC is going to pilot this program (funded by Victorian Snowports Development Grant) this winter with approximately 20 juniors.

8.7. Policy gender equity and Grievance policy (Jim G.) *Ronice to look into SS&A policy for June meeting.*

Other Business

1. Newsletter (Ronice) Kate Prest to continue in this role. Please send any items to Kate before the end of this month.
2. Roller skis (Ronice) Proposal sent out by Ronice to buy 6 pairs at \$250 per pair after National Roller Ski Champs in Canberra). Penny moved the motion that the club purchase the Swenor skate roller skis. Moved: Penny, Seconded: Brian.
3. Term Deposit (Jeanette). Reminder from Bendigo Bank that this matures April 18th. Jeanette to arrange the new rate and term.
4. Working bee update (Blair). The upcoming Sunday date clashes with Mother's Day so Blair suggested that we keep it to just the Saturday. Blair has booked Nelse Lodge for Saturday night. Idea is to move snow poles with holes dug beforehand. Suggestion to build a new ski rack for club house that can be moved easily out of the way. Blair to investigate a new one with Geoff Sorenson and Men's Shed (via Paul LH).
5. Level 1 coaching course in Wangaratta (Ronice). Proposal to pay 50% of fees for a few members to attend.
6. New club coach (Nick). Cambria is to arrive on July 4th. Information about Cambria in next newsletter. Nick currently organising host families.
7. Roller skiing (Paul). Need to make members aware of roller ski etiquette and safety code by posting in newsletter. *Also need to contact CFA to say what we have actioned in response to roller ski incident on Simmonds Creek (Ronice)*
8. Junior coach – Job description tabled and discussed. *Needs to be advertised asap (Ronice)*
9. SS&A AUSXC Volunteer of the Year (Ronice) – Nick Wright was awarded his hard earned glass trophy. Well done Nicco!

Next meeting: Tuesday, 18th June.

Meeting closed: 9.20pm