

CANSI Ontario – 2018 Annual General Meeting (AGM) Minutes (DRAFT)

Held Saturday June 2, 2018 in the Keewatin room, located on the Conference level (lower level) of the Inn at Horseshoe.

1) Welcome and call to order

After introduction of all attendees, the AGM was called to order at 6 pm by Jan Vopalensky, Meeting Chair. Minutes were taken by Chris Clarke.

CANSI Ontario board directors in attendance:

1. Jan Vopalensky – President
2. Chris Clarke – Communications
3. Elizabeth Nicholson – Finance
4. Gavriel Lakhovziansky - XC Programs
5. Robert Henderson – Alliance & National Board Representative

CANSI Ontario board of directors not in attendance:

6. Jean-Pierre Lavoie - XC Technical
7. Sasha Skoropad – Telemark Programs & Technical

CANSI Ontario members in attendance:

1. Wendy Grater
2. David Wallin
3. Sigmund Rannem
4. Jean-Emile Paraiso (via GoToMeeting)

Others in attendance:

1. None

2) Approval of 2018 CANSI Ontario AGM Agenda

Moved by Rob, Seconded by Elizabeth. CARRIED.

3) Approval of 2017 CANSI Ontario AGM Minutes

Added David Wallin to CANSI Ontario members in attendance; moved Chris Clarke to same section. Moved by Elizabeth, Seconded by Robert. CARRIED.

4) Business Arising from the 2017 CANSI Ontario AGM Minutes

No questions or business arising from 2017 minutes.

5) President's Report (by Jan Vopalensky)

- Jan presented his report as president and spoke to closing CANSI Ontario as a corporation if finances are not resolved. It may continue as a committee under CANSI National.
- Jan gave Performance Measures highlights of CANSI Ontario since 2001/02.
- Action: Follow up on request to National for financial relief and make decision on keeping CANSI Ontario as a corporation or closing the Corporation.
- Report approved by Gav, seconded by Dave.

6) Communications Report (by Chris Clarke)

- Chris provided an overview of his report. Jan asked for clarity on which items are related to Telemark.
- **Action:** Chris to provide minor update to clarify XC vs Telemark.
- Report approved by Jan, seconded by Gav.

7) XC Programs Report (by Gavriel Lakhozviansky)

- The season started well with snow conditions and plan, but ...
- Ran 14 events despite losing Hardwood (due to fire)
- Most courses run since 2014
- Certified many new instructors, many of whom went to the next level
- Previous concern that not enough Level IIIs and IVs to support Course Conductors; 3 new Level IIIs this year. And Wendy is now a Level IV. We hope to have more certified Course Conductors soon; now only 5.
- ~\$20k income from courses, which is ~2x previous year. Profit of ~\$900 (due to ~\$800 donations from Course Conductors)
- Number of course participants was very high: 96 (non-unique) participants; 91 passed. Highest participation since before 2009/2010
- 14 members refreshed
- Gav planned PD clinics, but only 2 in Ottawa occurred. Survey was sent to members, and positive response encouraged Gav to create courses. But low registration rate caused him to cancel most. He will not organize PC clinics next season.
- 27 new Level I, 6 new Level II, 3 new Level III, and 1 new Level instructor. Lost ~20 instructors that did not renew - hard to tell if that is typical number, but possibly a little bit more than previous years.
- One course at Algonquin College by JP (assisted by Michael Connor and Francoise) got 16 new Level Is certified!
- Ontario has 18% of CANSI national members, and 30% of CANSI national course participants
- We have 4 Level I (classic only), 79 Level I, 25 Level II, 12 Level III, 6 Level IV instructors
- Report approved by Jan, seconded by Robert.

8) XC Technical Report (by JP Lavoie)

- JP did not attend this AGM, but plans to take on this role again for next winter.
- He feels that the CC training is critical, especially given that CC's do not attend the national seminar
- CANSI website will be updated, and training will be needed
- JP identified a problem with CANSI Ontario and CANSI Quebec operating in the same area, on two different "solutions".
- **Action:** Investigate and propose solutions to problem above.
- Jan pointed out that it is not only a "briefing", but rather is a training course. He suggests modifying the way we run the course - e.g. do a marking session using video, do a teaching session. Robert said that National is trying to do things like this online.
- Chris pointed out that Instructor Manual is out of date (from 2013), and should be updated.
- **Action:** Is the Instructor Manual stuck in translation? Can National hire a translator?
- Report approved by Jan, seconded by Wendy.

9) Telemark Programs & Technical Report (by Sasha Skoropad)

- Web based course conductor briefing, nationally
- Sasha made some observations
 - Not sufficient training for new directors
 - Expectation for CCs to donate their professional fees (or expenses) or course is canceled or runs at a loss
 - Goal is to increase Telemark presence in Ontario and retain current member
- Current membership: 33 Level I, 13 Level II, 6, Level III
- New this year: 3 Level I, 4 Level II
- CANSI Ontario has applied for a grant from National to cover losses from Telemark courses this season
- Discussion on CCs not donating fees or expenses. Robert suggested that CCs no longer donate, and pointed out that other regions have cash reserves (e.g. \$8k and \$20 in some)

- Action: Report on grant application result
- Action: Investigate and propose solution re building cash reserve, discourage CC's from donating fees or expenses (not limited to Telemark)
- Report approved by Rob, seconded by David.

10) Financial Report (by Elizabeth Nicholson)

- Overall Ontario expects to lose about \$4,728 on courses (\$893 XC profit less \$3416 Telemar loss)
- \$160 scholarship (from separate account, from OSC)
- \$1081 sponsorship for Wendy to obtaining Level IV
- Income: \$24,354, Expenses: \$31,723, Subsidy: \$633, CC Donations: \$2,008. Total: -\$4,728 (loss)
- Chequing account is temporarily at \$3,365 (pending National decision on subsidy re: Telemark course loss)
- OSC account is at \$9,354.11
- The past 8 years, Sum of Income from course - Sum of Expenses (not including donations, subsidies, etc) we have -\$1500 to -\$6300 (losses) for last 8 years.
- Jan has questions about accuracy of data, and suggests looking at ledgers from National. Old Ontario ledgers may have been pessimistic planning.
- Elizabeth suggests researching CC fees, student fees, etc. for all regions.
- David asks if any portion of \$75 CANSI membership fee supports CANSI Ontario
- Gav says we sent ~\$2500 in course fees to National also; why do we sent this given that National doesn't organize these courses (due to \$70/certification course sent to National). This has gone up from \$50/course in previous years.
- Jan says we paid \$490 for board insurance and admin (which was a surprise last year)
- Robert proposes that Board develops strategic direction to address ongoing financial shortfall before start of next fiscal year (so we can have direction before new courses are planned)
- **Action:** Jan will get info from other regions to Elizabeth
- **Action:** Review old Ontario ledgers and National ledger.
- **Action:** research CC fees, student fees, etc. for all regions.
- **Action:** Board develop strategic direction to address ongoing financial shortfall before start of next fiscal year
- Report approved by Robert, seconded by Gavriel

11) Alliance & National Report (by Ron Henderson)

- How do we retain member (regional) and how do we retain members (national)
- Over the last year, put together needs and performed analysis. Now into development phase of improving website, newsletter, "marketing magazine" approach to communicating with members
- New philosophy/business model: sell skiing info to our members (for CANSI fee)
 - How do I improve my skiing?
 - How do I improve my teaching?
 - Videos
 - Need to run more non-certifying courses (e.g. PD clinics)
- Numbers are up: 727 in 2016 to 900 members by 2020. As of April this year our membership has reached 874 members.
- Chris raised that students of CANSI instructors have no connection to CANSI; won't ever look at CANSI website, etc.
- Chris and Jan confirmed that all NTSC and HPSC instructors are current, certified CANSI instructors. Some clubs/resorts use instructors that are not CANSI instructors.
- Elizabeth suggests approaching those clubs/resorts and offering dedicated courses to get their instructors certified. Jan says we have. Wendy suggested we try a new approach, at each of the 3 main resorts we use in Southern Ontario.
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- Sig - do we have data on how many certified instructors will teach a course? Rob - yes, very few.
- Jan asked how new website change will impact the existing data and functionality of existing data in our current LMS.
- **Action:** Approach 3 main clubs/resorts we use in Southern Ontario and offer dedicated courses to get their instructors certified
- **Action:** Robert to confirm that historical data will be preserved, and functionality preserved
- Report approved by Clare, seconded by Elizabeth.

12) Voting of Ontario 2017-2018 Awards

- There were nominations for award recipients received prior to and during the AGM. They were:
 - Outstanding volunteer (Telemark or XC)
 - Jan Vopalensky (by Chris)
 - Gavriel Lakhozviansky (by Jan)
 - Outstanding instructor (Telemark or XC):
 - JP Lavoie (by Gav)
 - Francoise Chatenoud (by Lyse Patenaude)
- There were votes for recipients received prior to the meeting from non-attendees, and during the AGM. They winners were:
 - Outstanding volunteer (Telemark or XC)
 - Tie, awarded to Gavriel Lakhozviansky and Jan Vopalensky
 - Outstanding instructor (Telemark or XC)
 - Awarded to JP Lavoie

Action: Chris to announce award recipients.

13) Voting of Honorariums for 2016-2017 Directors

The non-board members had a discussion on the awarding of Honorariums to the CANSI Ontario Directors. Jan explained that honorariums help cover out of pocket expenses for Directors. They also act as vote of confidence of the board, since most Directors donate their Honorariums back to CANSI Ontario.

Motion to skip this year by Gavriel, Robert seconded.

14) New Business

Onboarding of directors - outgoing directors to train incoming director, take over email account, find documents on Basecamp, etc. Directors to write document on role, responsibility, where to look, how to do things.

Jan - each director has a document explaining role.

Robert - we should meet once a month by phone (and not rely only on Basecamp), in an effort to improve communication and mitigate problems

Robert - coordinate as one organization, with XC and Telemark more integrated

Robert - no decision yet on closing CANSI Ontario; more live conversation would have moved us to a decision. Jan refuted this, and said that we are waiting on decision from National re subsidy.

Action: Chris to organize monthly telephone/online meetings. Agenda items recorded in Basecamp; actions recorded in Basecamp.

Action: Elizabeth to inform the Board of National's decision after Tuesday meeting on Basecamp

Action: Directors to each develop a short, simple document for onboarding next director; Director commit to spend face-to-face onboarding new director.

Action: Jan to develop strategy on setting course fees and instructor fees

Action: Elizabeth to send a cheque (after she gets invoice from David) and thank-you note to the appropriate contacts at Horseshoe Resort.

15) Election of 2017-2018 Directors and Officers

There were no nominations received for any of the CANSI Ontario board positions. The following positions were acclaimed:

1. President - Jan Vopalensky
2. Communication - Chris Clarke
3. Finance - Elizabeth Nicholson

4. XC Programs - Gavriel Lakhozviansky
5. XC Technical - Jean-Pierre Lavoie
6. Telemark - Sasha Skoropad
7. National Rep - Rob Henderson
8. Advisors - Dave Wallin, Wendy Grater, Garry Almond

Action: n/a (As needed in future: Elizabeth to follow up with government(s) on required paperwork for changes in directors)

Action: n/a (As needed in future: Jan to follow up with Scotiabank on required paperwork for changes in directors and signing officers.)

Action: Jan to announce Ontario board directors and officers for 2017-2018 season.

16) Location and Date of next CANSI Ontario AGM

The CANSI Ontario Annual General Meeting for the 2017-2018 season will be held on Saturday June 1, 2019 at the Horseshoe Resort from 4:00 pm (no food)

Action: Jan to create CANSI Ontario AGM 2019 event in CANSI LMS so that people can register for it.

17) Adjournment

Moved by Chris, Seconded by Robert. Meeting adjourned at 8:45pm.