



**Mount Cain Alpine Park Society Agenda**

**2013/2014 Season  
MEETING: 7**

**1Page  
June 14, 2014**

**PRESENT: \***

- |                              |                                      |
|------------------------------|--------------------------------------|
| President – promotions       | * Neil Borecky                       |
| Vice President – Roads       | Stuart Abernathy                     |
| Secretary – Administration   | * Wendy Ravai                        |
| Risk Manager                 | * Dave Purden                        |
| Events and programs          | * Rob Burgess                        |
| Human resources              | * Eric Sprenger                      |
| Ski Patrol                   | * Trish Ward/Janet Rygnestad (skype) |
|                              | Jason Stevens                        |
| Buildings                    | * Lance Karsten                      |
| Operations – groomer/equip   | Dean Davidson                        |
| Operations - lifts           | James Thomas                         |
| Ski Shop                     | Rob Salsman                          |
| Government/Liaison and legal | * Don Mancell                        |
| Ticket Booth/recycling       | * Kristi Walker                      |
| RV park and electrical       | * Trevor Hatlet                      |
| Book keeper                  | Wendy Knudson                        |
| Budget – treasurer           | * Jennifer Lash (tele-conference)    |

**Distribution**

- |                   |               |
|-------------------|---------------|
| Regional District | Greg Fletcher |
| Website           | Neil Borecky  |

Chair: Neil Borecky

Scribe: Wendy Ravai

**MEETING AGENDA:**

- 1.0 Meeting called to order **10:41am**
- 1.1 Motion to accept minutes from March 22, 2014  
**Made by Don Mancell. 2<sup>nd</sup>: Dave Purden**
- 2.0 Electronic Motions
- 3.0 Old Business
- 4.0 Budget at **11:00am** with Jennifer Lash (Jen will call in)
- 5.0 New Business

**ACTION BY:**

- Neil
- Info
- Info
- Info
- Info

**EMAIL DECISIONS:**

- 2.1 May 9, 2014 Motion: **To add #22 back in and then the constitution is finalized and to be adopted with no further changes at the next annual meeting**  
Made by: Don 2<sup>nd</sup>: Dean 8 votes Yes. 1 vote no. 6 undecided.
- 2.2 May 15, 2014 Motion: **To remove #22 from the constitution as the interpretation and implementation by the board was not consistent.**  
Made by: Don 2<sup>nd</sup>: Wendy 11 votes Yes. Lance voted no.
- 2.3 June 11, 2014 MOTION: **Don mancell to be removed as bank signatory for MCAPS and Neil be appointed in his place.** Made by Don. 2<sup>nd</sup>: Wendy. 14 votes Yes and one director that did not vote. Motion passed.

**STATUS**

- Closed
- Closed
- Closed

	<b>OLD BUSINESS:</b>	<b>Opened/Status:</b>
3.1	Gas inspections required. Lance got this done then got a report with recommendations. Upgrades are in progress. Doug Menzies and Lance have been working on it and still not quite ready. Doug had a permit to do work.	Sept. 23, 2012 by Lance Open
	<b>BUDGET:</b>	<b>Opened::</b>
4.0	Review of 2014/2015 Budget with Jen. Jen reviewed the attached budget. She used historic numbers and proposed works to determine the budget. Revenues were averaged from other years and could be higher if the season is good. ICET grant is confirmed and has been included in the budget. The \$9,000 from Coast Sustainable trust has not been decided yet. Expenses were averaged from previous years. Buildings were based on new building projected budget. Lifts included 30,000 to start work on new bull wheels.  Changes: ICET adjusted from CST. 48,500 confirmed. Trailer park \$2000 to start new location. Insurance refund will decrease insurance costs next year. Advertising was increased by 1,000 to \$2500.	Closed
	<b>NEW BUSINESS:</b>	<b>STATUS ACTION BY:</b>
5.1	Finalize budget for 2014/2015 fiscal. Review budget on conference call with Jen. <i>Motion to pass budget: Neil Borecky 2ns Trevor Hatlet. All in favor. MOTION PASSED.</i>	Closed
5.1a	Reorganize budget/accounting to make it easier to process and understand. <i>Board discussed and Eric asked if the budget revenues and expenses could be broken down more and into departments. Jen also indicated a need for a more detailed budget and breakdown. She offered to work with Wendy K. this year to do so. Neil made a motion that Jen and Wendy K restructure the chart of accounts for the next fiscal. 2<sup>nd</sup> Kristi Walker. All in favor. MOTION PASSED.</i>	Closed
5.2	Hill is losing money. Need to look at options for future: <ol style="list-style-type: none"> <li>1. Ticket price increases</li> <li>2. Reduction of staff and wages</li> <li>3. Operations</li> <li>4. Buildings</li> </ol> <p><i>A discussion was made to increase ticket prices. Comparisons were made to mtn. Washington and a 5% overall increase was suggested. ½ days were also inconsistent and it was determined that they should be 75% of day passes. Prices will include taxes as they have the last few years. All prices will be rounded to even numbers with 5% for final use. Motion was made by Don. 2<sup>nd</sup> by Trevor. All in favor. MOTION PASSED.</i></p> <p><i>A review of staff needs and wages will be conducted to see if any money can be saved here.</i></p> <p><i>Operations: Directors will be asked if there are any proposed cost savings. Ideas included reduced grooming. Need to actively recruit more mechanics and potentially have a paid mechanic as it is a lot for just volunteers.</i></p> <p><i>Buildings: Focus on new building. In future will need to look at cost savings here as well.</i></p>	Ticket Price increase closed. Other items still opened.
5.3	New trailer park location: <i>The new location will be behind the shop at the bottom of 4by4. It will require a culvert and excavation work. This summer work will be put in enough to get the existing trailers in. Creating a new area will create more snow removal. However there is a potential for expansion and creation of overnight parking as well. Could be up to 100-150 by 60 feet.</i>	Closed
5.4	Ski School: separate from ski shop and boost programs <i>Eric will put together a proposal.</i>	Open
5.5	New trailer park location: 4 letters of concern: <i>Trevor will write a letter to tenants with information. Trailers to be moved to parking in front of blueberry/cypress by July 1. This is the date on the lease. Trailers can move into new location by October 2014. Need time for new location to be built and work to settle. If tenants have issues with situation they will be dealt with individually.</i>	Closed
5.6	Operations: <i>Bunny Hill excavator work Director not in attendance – to be coordinated with building work</i>	Open
5.7	Operations: <i>Bull wheel design and installation: Director not in attendance</i>	Open

- 5.8 *New Buildings: schedule of operations, state of funding, ski patrol building* *Open*  
*Lance provided a tentative work schedule.*  
*Stage one: prep site and remove buildings, concrete footings, pony walls*  
*Stage two: move building to site*  
*Stage three: finishing and hook ups*  
*Campbell will organize volunteers. They need to phone and check in with him.*  
*Accommodation and potluck food to be provided.*  
*Will provide to Wendy digitally for her to have put on line. Will work with Eric to develop an*  
*on line calendar of events.*  
*Wendy to check with ICET for any further requirements.*  
*Wendy to check with strategic on fire crew volunteer work and see if they can help with*  
*building.*  
*ICET would like trailers to be finished to have outside fit in with mt. cain. Will look into*  
*wood for a board and baton finish.*  
*A grant was submitted for ski patrol building upgrades. No response has been received.*
- 5.9 *Newsletter: Canada's Anti spam laws as of July 1 require revamping of newsletter.* *Closed*  
*Looking into requirements and cost. Neil in discussion with Darcy our web designer.*  
*It may cost a few hundred dollars. May not apply to those already receiving emails as*  
*there maybe assumed consent.*

Meeting adjourned at 1:06 pm  
Next meeting tba

**ACTION BY:**

OPENING BALANCE		
Opening Balance		\$75,000.00
<b>TOTAL OPENING BALANCE</b>		<b>\$75,000.00</b>
REVENUE		2014/15 Budget
Accommodations		\$50,000.00
Lifts - Tickets		\$170,000.00
Ski Shop Revenue		\$35,000.00
Membership Fees		\$5,000.00
Season's Passes		\$50,000.00
Cafe Rental		\$5,000.00
Other Revenue		\$12,000.00
ICET		\$48,500.00
Regional District Grants and other grants		\$35,000.00
<b>TOTAL REVENUE</b>		<b>\$410,500.00</b>
EXPENSES		2014/15 Budget
<b>Maintenance</b>		
	<i>Lodge/Accommodations</i>	\$2,500.00
	<i>Buildings</i>	\$97,000.00
	<i>Custodial supplies</i>	\$1,300.00
	<i>Equipment</i>	\$20,000.00
	<i>Groomers</i>	\$13,000.00
	<i>Lifts</i>	\$30,000.00
	<i>RV Park</i>	\$2000
	<i>Roads</i>	\$-
	<i>Sewage disposal (disposal and new system)</i>	\$3,000.00
	<i>Terrain Park</i>	\$-
	<b>Total Maintenance</b>	\$166,800.00
<b>Fuel</b>		
	<i>Gas/Oil</i>	\$45,000.00
	<i>Propoane</i>	\$5,000.00
	<b>Total Fuel</b>	\$50,000.00
<b>Ski Shop</b>		
	<i>Ski Shop purchases for resale</i>	\$10,000.00
	<i>Ski shop- supplies</i>	\$1,500.00
	<i>Ski Shop Equipment Purchase</i>	\$20,000.00
	<i>Powder Hounds</i>	
	<b>Total Ski Shop</b>	\$31,500.00
<b>Wages</b>		
	<i>Wages</i>	\$115,000.00
	<i>Payroll Expenses</i>	\$8,500.00
	<b>Total Wages</b>	\$123,500.00
<b>Other Expenses</b>		

<i>Accounting</i>	\$5,000.00
<i>Administrative Expenses</i>	\$5,000.00
<i>Advertising</i>	\$2,500.00
<i>Bank Charges and Interest</i>	\$8,300.00
<i>Tix Booth- Cash Over/Short</i>	\$100.00
<i>Ski Shop-Cash over/short</i>	\$100.00
<i>Engineering</i>	\$-
<i>Equipment Lease</i>	\$-
<i>Freight/Postage</i>	\$1,000.00
<i>Insurance</i>	\$28,000.00
<i>LICENCES/PERMITS</i>	\$3,500.00
<i>Special event expense</i>	\$2,500.00
<i>Office Supplies</i>	\$2,400.00
<i>Ski Hill Lease Expenses</i>	\$3,500.00
<i>Rent, praxair, etc</i>	\$1,800.00
<i>Ski Patrol</i>	\$5,500.00
<i>sinage</i>	\$1,000.00
<i>Telephone X</i>	\$1,400.00
<i>Radios</i>	\$1,200.00
<i>Tools and shop supplies</i>	\$2,500.00
<i>Travel and training</i>	\$2,500.00
<i>Contract Labour-Ski Instructors</i>	\$400.00
<i>Contract labor</i>	\$-
<b>Total Other Expenses</b>	<b>\$78,200.00</b>
<b>TOTAL EXPENSES</b>	<b>\$450,000.00</b>
<b>BUDGET SUMMARY</b>	
Opening Balance	\$75,000.00
Revenue	\$419,500.00
Term Deposit	\$105,000.00
Total	\$599,500.00
Expenses	\$450,000.00
Term Deposit	\$100,000.00
Heavy Equipment Reserve Fund	\$-
Additional Reserve Fund	
Total	\$550,000.00
<b>TOTAL REMAINING FUNDS</b>	<b>\$40,500.00</b>