



Minutes of the Board of Directors Meeting

January 4th, 2022

ONLINE

Board Members

Meeting Chair: James Nadel + Cooper Quinn

Meeting Secretary: Vanessa Lebrun

Directors Present: Cooper Quinn, Ben Organ, Jackie Hicks, Katherine Enns, Ken Coopland, James Nadel, Vanessa Lebrun, Robin Donovan, Steven Boorne

Guest:

ED: Deanne Cote

Communication: Andrea MacFarlane

Trail Crew Lead:

Regrets: Colin Brumelle, Isabelle Deguise, Brent Hillier, Sarah MacLeod, Ryan Pugh

Proceedings

Called to order at 7:06 called to order by James Nadel

Approval of Agenda

Moved by: Ken Coopland

Seconded: Katherine Enns

Approval of Minutes

[November 2nd, 2021](#)

[2021 AGM Minutes](#)

[December 7, 2021](#)

Moved: Cooper Seconded: Robin

Moved: Cooper Seconded: Robin

Moved: Cooper Seconded: Robin

Approved minutes will be updated as a quarterly summary.

www.nsmba.ca/board-meeting-minutes

Welcome Directors & Introductions

1. **Introductions that were missed last meeting:** Jackie Hicks and Katherine Enns

Land Managers Update

- a. Metro**
 - i. SOA (Standing offer Agreement) was presented - for small contractors of all kinds. In order to get funds, NSMBA will have to apply for SOA. Will have to look into insurance agreements.
- b. BC Parks**
 - i. No updates
- c. CMHC (RSTBC)**
 - i. No Updates
- d. Grouse Mountain**
 - i. No updates
- e. District of West Vancouver**
 - i. No Updates
- f. District of North Vancouver**
 - i. Meeting with DNV staff (Wayne and Stephanie) to review/edit Draft Agreement (Jan 10th) - new agreement in place before the other one expires (end of January).
- g. City of North Vancouver**
 - i. No Updates

Staff Updates

1. December Revenue: \$79,828 - About \$23K in memberships, \$5K in merch sales, \$44k from DNV
2. Renewed contract with Marcus on Trail Crew
3. Sent in Annual Societies Report
4. Finishing up BC Gaming Account Summary Record- waiting on couple of numbers prior submitting
5. TAP Update: Renewal ongoing, should have all confirmed and set up by month's end. A few trails are now up for adoption so we will plan an adoption week to get some new sponsors on board
6. Trail Academy: Initial meeting with Penny and Martin before Christmas
 - a. Looking at virtual/recorded options
 - b. Potential to partner with SRAM and Easton-Raceface for content creation/facilities
 - c. Practical will still be on the field/in-person
7. Canada Summer Jobs Application is due January 25, 2022 (2 Trail Crew and 1 Admin)
8. Working on DNV Q4 invoice and DWV invoice for work completed Oct-Dec
9. Began work on Draft Occupational Health and Safety Policy & Procedures for staff
 - a. Deanne and Andrea will be working on final version to release as soon as possible

Strategic Planning

We are in the graphic design phase of the NSMBA's first Strategic Plan.
You can review the working document here:

[NSMBA Strategic Plan 2022-2027](#)

[Board and Staff Roles in Understanding the Strategic Plan](#)

Directors & Committee Updates

1. Election of Treasurer - Cooper nominates Katherine and she accepts
Moved: Katherine Seconded: Ken Coopland
2. DNV permit applications for events open - will be planning permit applications for 2022 over the next month.
3. Raffle update
 - a. 2 bikes confirmed (Knolly, Rocky Mountain)
 - b. 1 bike almost confirmed (Kona)
 - c. Bikes pricing will be negotiated and NSMBA will get invoiced.
 - d. Bikes delivered end-January and launch early March
 - e. Objective: \$80-90k in revenue
 - f. End of raffle around June 7th

Trails for All Update

1. Tseil-Waututh School Program - Second meeting to review draft proposal in January
 - a. Will meet next week with Sarah and Tseil-Waututh representatives to move forward with the Program.

Meeting adjourned 8:18 PM by James Nadel

Next meeting: **February 1st, 2022 - 7pm**