Submit your volunteer hours please: https://www.cognitoforms.com/NSMBA1/Hours

BOARD OF DIRECTORS MEETING

May 19, 2025

6:30pm to 8:00pm

Our Vision: Trails for all, trails forever.

Our Mission: We are a volunteer-driven non-profit organization dedicated to caring for a sustainable trail network within the community.

Board Members

Meeting Chair: Steve Lionais

Meeting Secretary: Nara Henderson

Directors Present: Nara, Brent, Mike, Steve, Rachid, Rob, Raj (virtually), Jeff (virtually), Eleri (virtually)

Staff Present: Cynthia (virtually)

Regrets:

Proceedings

Called to order at: 6:47 PM

Approval of Agenda

Moved by: Rob

Seconded by: Mike

www.nsmba.ca/board-meeting-minutes

Agenda

Maximum 90 minutes

1. Approval of Minutes (5 mins)
2. Offline Updates (15 mins for any discussion)
3. Inclusive Meetings (15 mins)
4. Strategic Plan Review (30 mins)
5. In Camera (15 minutes)

A. Approval of Minutes (Max 5 minutes)

05. Directors Agenda/minutes - April 21 2026 **Moved:** Raj **Seconded:** Mike

Approved minutes are available by request. The NSMBA publishes a quarterly summary.

www.nsmba.ca/board-meeting-minutes

B. Offline Updates (Max 15 minutes)

Any updates from committees or staff that can be referenced offline should be linked here. If there's anything that needs to be discussed, please flag it under here.

A. Monthly ED Update: ED Report - April 2026
    a. Discussed membership renewal process/emails
    b. BC parks conversation re: issuing permits for events this summer; saying no for now but Cynthia in discussions
    c. Feedback that the ED updates show things are being run really well
    d. 2026 Community Events - Director Signup - looking for directors for June 11 and June 25 Fivers.
B. Trail Committee
    a. First Nations Engagement Guide - DRAFT
        - Please review and leave comments prior to the meeting: x` NSMBA First Nations Engagement Guide - DRAFT
            1. Discussed importance of logging conversations on this and internally in general (relates back to CRM conversation in prior meetings to record knowledge/contact data).
    b. WORCA / Pique ridership article - REVIEW
        - From a trail maintenance and capacity perspective, please read and be ready to share your thoughts https://www.piquenewsmagazine.com/local-news/worca-flags-rising-trail-strain-as-e-bikes-longer-seasons-drive-surge-in-use-12217623\
            1. Whistler is its own special case
            2. We do have contracts with local municipalities here - opportunity to renegotiate close to/at renewal time
            3. BC Tourism as an option? We used to have a contact there but do not currently. Raj Brar offered to reach out.
            4. Cynthia notes we don't have hotels here, and people come here for a lot of different activities; that said VNSTA exec director using impact study to speak to value of biking on N Shore. We could potentially access more funding.
    c. Community Survey Results (pending…)
        - Trail Strategy perspective

1. Getting some really interesting feedback so far; a lot of solid engagement and thoughtful responses
2. Window officially closed; links should have been taken down today
3. Data from Peter to email in the next couple of days for us to view (along with graphics/visuals)
4. Results will help define Trail Strategy
5. Great work to Cynthia and team on this

C. Board Ops
   a. The Committee met on May 7, 2026 and discussed, among other things, (i) director nomination process, (ii) member voting at AGMs, (iii) AGM planning timeline, and (iv) the NSMBA's desire to adopt amended and restated bylaws.
   b. The Committee recommends that the NSBMA strike a nomination committee whose mandate would be to make a recommendation to the Board regarding which individuals should be put forward as NSMBA recommend director nominees for election at the AGM. The committee would be comprised of directors not seeking re-election and would be struck approximately two months prior to each AGM. The Board Governance Committee will be primarily responsible for communicating the director application, review, and recommendation process to NSMBA members.
      - Concerns around how the incumbent board would be perceived by the membership if we don't put all applicants forward (vs committee's suggestion to only put forward those with the right skills, vetted, and recommended)
      - What's different between this year and last year is this year committee is proposing not posting/putting forward all applicants
      - Framing and early notice were discussed as approaches to transparency and comms to the membership
      - Board's responsibility is to vet the nominees, and put forward a recommended list; community's responsibility to vote on the recommended candidates to select new board members
      - It is the committee's view that this process needs to be explained - to community: to (a) nominate, and (b) elect.
   c. Please review and update NSMBA_Board_Skills_Matrix 2026.xlsx
      - The ask is to the board to fill in the matrix
      - Change colour code if you are not planning on running as incumbent
      - Posting the skills matrix ahead of time was suggested WITH the names of incumbent Directors and nominees
   d. It was agreed to take the feedback of the Board back and committee will review and address at the next meeting and put forward a process for approval

D. Community Impact & Engagement & Events
   a. n/a

E. Fundraising Committee
   a. We are starting to action the CRM to reach out to potential donors

b. Next Fundraising Committee meeting is later this week

F. Finance

a. NSMBA 6 Month Variance.xlsx
   - Revenue in line with projected
   - Memberships lower, but other revenue streams are higher

C. Inclusive Meetings: Feedback Requested (Max 15 Mins)

D. It's been suggested that we can make improvements to how we run our meetings to improve inclusivity. Please read the following document: NSMBA Board Guide: Hosting Inclusive Meetings

a. Is this something important to the board that we should consider adopting?

   i. Board generally in favour; suggestion was to give more time for board director review and discuss at next board meeting

      1. Feedback that agenda needs to go out earlier (for example)

b. If so, is there any particular feedback on the document?

   i. Discussion on how it would be operationalized - Chair of meeting would be accountable to running meetings with the guidance in mind

E. Standing Item: 5 Year Strategic Plan Review (Max 30 Mins)

A. The Strategic Plan is up for review next year (2027). We need to review this and identify any modifications or new work that needs to be done on this.

   a. Re-Read the Strategic Plan
   b. What's been accomplished? What is in progress?
   c. Are the items on the plan still relevant? Should we be considering new direction?
   d. Strategic Plan 2028-2032 Planning - contains examples of other current strategic plans from WORCA, SORCA
      i. Board suggestion was made to have the next month to review and provide comments in a commentable document format.
      ii. Steve will circulate editable/commentable copy for board input/review
      iii. Question on the process for putting together the existing strategic plan and suggestion to create a process for updating; consultant was hired to support creation of the current strategic plan (while Cooper was president). Cynthia mentioned the board was heavily involved; ED did a lot of stakeholder engagement & presentations on the plan.
      iv. Do we have the strategy consulting skills on the Board?

v. Suggestion that the results of the community survey could help shape/inform the strategic plan.
vi. Agreement to review for next meeting, and likely strike a committee to manage moving forward (at next meeting).

F. In Camera (Max 15 Minutes)

Adjournment of Meeting at: 7:44pm

Next Meeting: June 16, 2026 (Third Tuesday of the month)