

**KHC Board Meeting Minutes**

**Date/Time:** Tuesday June 27, 2017, 7:00pm
**Location:** Smith Residence

**Directors present:** Raegan Markel, Frith Powell, Dianne Smith, Doug Smith, Michelle Dressler, (by phone), Katherine Roberts

**Regrets:** Anthony Stahn, Gerry Hoye, Jeremy Markel

**Motion to call the meeting to order at 7:01pm. Moved by Di, seconded by Frith.**

**Motion to accept the April minutes. Moved by Frith, seconded by Di. Passed.**

Current Board Business:

* Proposed KHC Activities Policy

Available online. Discussion of certain activities being reviewed and pulled if they have been inactive for a year. Possible examples include nordic skiing, road cycling, mountain biking, trail running.

**Motion: if, after a year, no events have been offered in certain categories (see the motion), they will be removed from the website. Moved by Doug, seconded by Michelle. Passed.**

* Hike Rating System proposal

Document available online. Discussion of displaying symbols instead of all text to describe a hike’s difficulty. Can adopt mountain biking/skiing symbols green/blue/black and possible combinations in between. Anthony (webmaster) is on board with this. Text description will still show up in the hike details.

**Motion to implement use of symbols for hike descriptions. Moved by Di, seconded by Michelle. Passed.**

* Event Listings

Some hike events have errors in grammar, spelling, capitalization, punctuation, etc. or other errors in the titles of events or other core details. Since the event listings are on the front page of the website, KHC wants to maintain acceptable standards. IIt was agreed that the president, webmaster(s) and hike leaders committee have permission to edit listings.

* Budget Revision

Canada Day event was not in budget, $150 approved through email.

The Spots (the club has two) will fall under the discretionary budget. Spots automatically renewed this year under Katherine’s account and it was too late to cancel. We have been given a credit and next year one Spot will cost ~$70; one will be regular price.

* Banking – credit card, e-transfers, upgrades

Di is looking into a BMO credit card and also e-transfers. We may need to change to a different type of account.

* Timelines – website changes/registration/payment options

Anthony reports that the waiver integration is live on the site now. Members cannot sign up for a hike unless the waiver is current.

Simple Membership plugin is close to finished on the test site, update to come by the end of the week. This will allow for guest registration as well. We may move away from payment by cheque in the future (e-cheques ok).

There has been a problem with people who have not renewed their membership showing up for hikes – they have been added by hike leaders. This loophole puts the leaders and the club at risk as they will not have a current waiver. Frith will send a list of valid members to the hike leaders. Discussion of adding “non-member” or “nm” to names on the website if the member did not renew. Another solution is to disallow leaders from adding members to a hike.

Testing and rollout for the website updates - goal of Fall/Winter.

* Membership cap – discussion

Membership cap (250) was implemented at the last meeting. No motion has been put forward to raise the cap. Frith has the right to use his discrettion to add people e.g. a potential future hike leader, family members, or people can come as guests on hikes.

* Trail improvement grant – update

FMCBC grant - there are some hoops from Parks to jump through so it may be put it elsewhere with permission from FMCBC e.g. Battle Bluff, cycling trails in Pineview and/or Lac du Bois. Surplus cookbook funds were also designated to trails. Dewdrop will probably need replacements due to current wildfire.

* Merchandise Program – Michelle

Orders are due July 1. There is a minimum 12 shirts in an order; only eight have been purchased but we will order four more to be used as prizes. WooCommerce is causing a bug on the website so it will be good to be done with it.

Cookbooks are slowly selling still. Three were prizes at Canada 150. Michelle asked permission to sell at Atmosphere, will cost $20 instead of $15 with $5 going to the Jump Start program. A display will be allowed in the store. We will do a three month trial, with a progress report after 30 days. Number of cookbooks left is not known right now.

* Equipment Report – Michelle

Eight radios, three not tested. Two spots, 15 SAM splints (+1 coming from Katherine), three bivvy sacks, metal trail markers. On website catalogued with photos. Any SAM splints still with non-active hike leaders do not need to be returned.

* Idea – Board Meetings
Hike leaders may attend Board meetings as non-voting members if they wish. This was put in the newsletter, we will keep stating it is an open meeting.
* Board Meeting Schedule

Fall board meeting date will be decided later in the year. Membership registration changes on the website can be resolved as a committee - Frith, Anthony, Di, Doug.

* New – Media – library

Doug is upgrading the media library on the website. Photos for hikes will have photo credit included. Maps for hikes also available. Doug is creating “12 Hikes” new leader package.

* Liaison with KOC

Trying to do some things together when possible e.g. Canada 150. We will hopefully go on one of their events in the fall, but we need to have our own hike leader for liability reasons. With our membership cap, can encourage people to join KOC instead.

Carried Forward Business:

* Loomio for recording our proposals, discussion, decisions – Anthony to set up
Doug has the board business page set up on the KHC website.
* Guests Policy – solutions to loopholes and missing information is still needed

Anthony is addressing.

* Membership Retention/Satisfaction – develop a strategy for evaluating success and implement strategies to meet our goals
Tabled to the Fall.

A Hike Leaders’ newsletter will be sent out; send any items you would like included to Doug. Proposal - a Fall social focused on thanking hike leaders.

**Motion to adjourn. Moved by Di, seconded by Michelle.** Meeting adjourned at 8:37 pm.

Minutes recorded by Raegan Markel.