

ESOC Board Meeting, April 1, 2020

1. Craig Barnstable confirmed we had a quorum, meeting called to order at 10:05 AM.

2. **Present:**

Craig Barnstable
John McLean
Jane Fraser
Carol Morris
Hugh Powell
Bob Perkins
Eric Leavitt
Jennifer Aikenhead
Joan McLean
Barb Brunton
Stefa Fassina
Greg McKenzie
Gary Kerr

Absent:

Lynn Whittingham
Sheila Perkins
Elsie Boutillier

3. Motion to Accept Minutes from Jan 15, 2020 Board Meeting, moved by Barb Brunton, seconded by Carol Morris, motion carried.
4. A motion to formally postpone the 2020 AGM and continue with the current board membership until the Alberta Government lifts the restrictions made to gatherings imposed in response to the COVID-19 Pandemic, moved by John McLean, seconded by Bob Perkins, motion carried.

This motion was made to formalize the actions taken in response to Eric Leavitt's March 15 motion to cancel March 21 and 28 winter trips and postpone the AGM which the board voted on by email.

The reason the board will continue in its current configuration is because our by-laws require the board to be elected in person by the membership during the AGM.

Once the restrictions are lifted the AGM will be scheduled providing our membership 2-3 weeks' notice as required.

5. Treasurer report – Robert Perkins

Although net assets were reduced in the last quarter we have more money than we had at this time last year. Although the plan was to reduce our bank balance has not occurred.

Effective March 2020, we are operating under a new Universal agreement which increases our bus costs. Bob indicated he would like to keep our bus ridership fee at \$20, although our new breakeven point for the summer season is 55 paying passengers and 54 passengers in the winter. This increased cost will likely result in the bus operating at a loss which will reduce our bank balance. Bob feels we have about 20 weeks of bus subsidy available before we have to revisit our ridership fee.

Auditors have not reviewed the books this year, until the COVID-19 restrictions are lifted the audit will not take place. Bob will post the financial position in the next couple of weeks.

In view of the fact an audit is not realistic at this time a decision was made to postpone the audit until the government lifts the restrictions imposed in response to COVID-19. The audit will be performed in the 2-3 week period between the lifting of restrictions and our re-scheduled AGM. In the interim Bob will provide our auditors with our bank statement.

Craig reminded the board we need to submit our audited financial report to the Societies by the end of August. Should the restrictions not be lifted before this is required, the board will re-visit the requirement to audit our financial statements.

Gary Kerr believed we did not reduce our bank balance because; our winter our winter ridership has been excellent, with most outings well subscribed and one outing requiring a second bus; we did have four trip cancellations in response to poor weather; and a shortened winter season in response to COVID-19.

In response to a question from Jane, Bob confirmed the unpaid bus fees is money owed to Universal.

Reports for Board Meetings 2019-2020

Board Meeting held:	2018 September	2019 January	Year End 2019	2019 June	2019 October	2020 January	Year End 2020
Financial Position at:	24 Sep 2018	16 Jan 2019	28 Feb 2019	31 May 2019	30 Sep 2019	31 Dec 2019	29 Feb 2020
Bus Operating Cost							
# trips ytd	25	37	44	9	24	34	42
Amount Paid to Bus companies ytd	\$26,292.00	\$39,053.88	\$46,658.56	\$9,502.50	\$25,725.00	\$36,382.50	\$45,727.50
Amount collected (excl In Town Hikes & park passes) ytd	\$26,083.00	\$38,460.00	\$46,625.50	\$9,880.00	\$25,963.00	\$36,722.00	\$45,523.00
Average Ridership ytd	50.2	49.5	50.0	52.1	51.6	52.09	\$51.70
Net Gain / Loss ytd	\$(209.00)	\$(355.63)	\$(33.06)	\$321.50	\$238.00	\$120.10	\$(204.50)
Net Gain per ticket ytd	\$(0.17)	\$(0.32)	\$(0.02)	\$0.69	\$0.19	\$0.07	\$(0.09)
Financial Position							
Bank Balance	\$15,747.00	\$14,939.60	\$20,506.38	\$20,757.00	\$19,149.43	\$18,884.31	\$21,291.55
Liabilities (unpaid bus fees)	\$(2,163.00)	\$(2,108.92)	\$(4,095.00)	\$(5,457.50)	\$(3,244.50)	\$(2,500.00)	\$(4,200.00)
Liabilities (pre-paid memberships)	\$0.00	\$0.00	\$(3,060.00)	\$0.00	\$0.00	\$0.00	\$(2,860.00)
Assets (Heritage Park deposit)	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00	\$1,000.00
Assets (Boundary Ranch deposit)				\$1,000.00	\$0.00	\$0.00	\$0.00
Assets (Pre-paid park passes)	\$427.00	\$366.60	\$324.30	\$268.00	\$148.05	\$253.70	\$162.15
Net Assets	\$15,011.00	\$14,197.28	\$14,675.68	\$17,568.00	\$17,052.98	\$16,638.01	\$15,393.70
		-5.42%	3.37%	19.71%	-2.93%	-2.5%	-7.5%

Reports for Board Meetings 2019-2020

Board Meeting held:	2018 September	2019 January	Year End 2019	2019 June	2019 October	2020 January	Year End 2020
Financial Position at:	24 Sep 2018	16 Jan 2019	28 Feb 2019	31 May 2019	30 Sep 2019	31 Dec 2019	29 Feb 2020
BBQ net result		\$722.20			\$0.00	\$0.00	\$0.00
Fall Lunch net result		\$(295.19)			\$0.00	\$(202.09)	\$0.00
In town Hikes ytd	\$238.25	\$238.25	\$238.25	\$0.00	\$230.30	\$230.30	\$230.30
Unpaid No Shows					100.00		

Net Assets have reduced by 7.5% since the last report but are 4.8% higher than last year.

Bus operations now show a small loss of \$204. Break even for the Summer season this year will require an average ridership of 55 which is clearly unlikely.

This report reflects the same information that is contained on my annual report for the AGM which will be posted shortly to the Club website.

At this point it seems that we will be able to continue the existing bus fares well into the 2020 - 2021 Financial year.

6. Membership report – presented by Craig Barnstable

There are current 126 Full Time Members, 33 Associate Members, for a total of 159 members a reduction from 10 from our last board meeting. A total of 14 former members are no longer with the club as of March 1st, 7 members changed from full time members to associate members as of March 1st, and there are 4 new members who joined the club since our last board meeting. Ann Mercier asked to submit her form and fee in March after she returns from travelling.

Jennifer believes Kim Tidswell has completed her 3 hike requirement has not been contacted yet and would like to join. Apparently Lynn was waiting until the numbers level out and did not think it was appropriate to reach out to potential members in view of the fact our outings are currently suspended. Gary advised that Lynn was going to provide Gary with an update. Lynn advised post meeting that in fact Kim Tisdale did not complete 3 hikes within the required 2 month period so is not eligible according to club policies.

The possibility of adjusting our 12 trip requirement was discussed. The decision was tabled until the next board meeting or until such as a time as the COVID-19 restrictions are lifted. The discussion included the fact we already pro-rate the requirement for new and returning associate members.

Jane requested some clarification on the 3 hike requirement for new members, she wanted to know if the hikes needed to be completed within the two months prior to

becoming a member. We were also reminded the 12 hike requirement is not a by-law but part of our policies. John will contact Lynn to confirm whether or not we currently have a waiting list and the timeframe of the 3 hike requirement. Lynn advised post meeting that there is no requirement to complete the hikes within 2 months of becoming a member.

John McLean reported Lynn Whittingham's resignation as membership director to focus on family impacted by the coronavirus. The board is hoping she will reconsider her decision once her situation changes. The board recognized how Lynn significantly expanded the role of membership director. Craig and/or John will contact the member Lynn approached as a potential membership director to determine if she is interested in the position and to let her know the board needs to remain as is until we are able to hold our AGM.

7. President's report – Craig Barnstable

Craig advised he received what appears to be a form letter from Minister of Environment and Parks in response to the letter he sent on behalf of our club. Basically this was a thank you which repeated the information in the government's announcement. Barb requested Craig post the letter on our website and suggested we include an item in the newsletter regarding the potential changes to our parks. The government appears to be moving forward with their plan as they are auctioning a piece of provincial lands.

8. Newsletter editor report – Joan McLean

Although we have not had an AGM, Joan is planning the spring newsletter. Greg agreed we should include an article on the government's plan to encourage members to write to the minister in an effort to put some pressure on them to maintain our parks as they are.

Joan will include an article the postponement of the AGM and retaining the current board until our re-scheduled AGM.

Eric suggested Craig reach out to the membership every couple of months in an effort to keep the members engaged and hopefully make it easier to resume normal operations once the COVID-19 restrictions are lifted.

Joan has agreed to publish a modified newsletter more frequently to keep members informed. The spring newsletter will be published in mid-April along with a short newsletter in mid-May.

Craig will provide Joan with a president's message which will include information regarding the Alberta Hiking Association's survey related to the government's proposed actions.

Joan will include a reminder to contact Sheila Perkins with items members would like club members to be aware of.

Joan will contact Lynn to determine which members had the most hikes to include this information in the newsletter.

9. In-town Hikes Coordinator – Carol Morris

Carol is not planning any city hikes until the Government gives the OK to gather in groups. Carol suggested Craig include a suggestion for members to walk in small groups while maintaining social distancing in his president's message.

10. Past president report – Jane Fraser

Jane undertook the big job of updating the maps on our website which will be very helpful for our day leaders when making their trail selections. In addition to linking maps and trail locations, Jane also cross-referenced the Gillean Daffern book and trail number where applicable and/or missing. Areas updated include:

- Canmore
- Cataract Creek
- Highwood Pass
- Highwood Valley
- Hwy 40 Kananaskis (except Highwood Pass and Kananaskis Village)
- McLean Creek/Millarville West
- Sheep Valley
- Sibbald Area
- Kananaskis Village
- Peter Lougheed Provincial Park (Summer only)
- Smith Dorrien
- Some Banff townsite and Banff Park areas
- Some in the Elbow Valley/West Bragg Creek area

Jane reported some maps have an M&M logo. We will need to get permission to include them. 90% of trail locations will have a map attached and a trail identified once the work is completed. She has also corrected a bunch of trail locations and updated the trail after the 2013 floods where appropriate. If possible, the map will indicate if it has been updated post the 2013 floods. The maps were downloaded from a website posted by Gillean Daffern and are the most current available. Barb thanked Jane for doing this work as it will be very helpful.

Jane did not update any winter hiking, cross-country and snow shoeing trails. Eric reported uploaded a few of the areas we travel to on winter trips which include snow-shoeing and cross-country skiing.

Hugh reported that Daffern's volume 5 includes the following post flood note 3015 on page 6: "I have done my best to check out trails likely to have flood damage and report on them in the text. But I couldn't get around to everything in the short time allowed. To get the latest information, see the database of trails on kananaskistrails.com.

11. Website Director – Eric Leavitt

Jane reported Curtis has made some changes to create galleries on our website. Eric was not sure if the changes totally resolved the issues. He will post information on the news pages.

12. Summer Hike Director – Barb Brunton

Work on the summer schedule was mostly completed and loaded onto the website before our trips were suspended due to COVID-19. Barb communicated with both the Tuesday club and Fifth Dimension in an attempt to avoid going to the same place on the same week. Due to the delayed start to our summer hiking season, Barb is periodically moving upcoming events to 2021, replacing them with a notice that our hikes are suspended until further notice. Once the government lifts the COVID-19 restrictions the scheduled events will be adjusted. Barb worked with the following individuals when preparing the summer schedule: John Morck, Betty Weightman, Sheila Perkins, Steve Whittingham, Art Johnson, Greg McKenzie.

Craig suggested easier hikes once we resume our outings to give our members an opportunity to re-acclimatize. Barb indicated she may review the schedule when we are ready to resume. She also mentioned all our outings always include a variety of options to accommodate all hiking abilities.

13. Phone Coordinator – Elsie Boutilier

Three of six Evergreen members without computers have now become Associate Members. They are: Jo Bands, Lucie Baradoy, and Rob Cormack. Dick van Beek, M J Butala and Maria Melnychuk remain an active club member.

These members require a phone call to register for trips or to update them regarding Club Announcements.

Thank you to Murray Lees for covering for me when I was on vacation.

Elsie is to continue filling the position of Phone Coordinator for the 2020 - 2021 Season.

14. Social Director – Stefa Fassina

An email was sent to 160 members and we received 65 responses.

July BBQ: 23 votes for hamburgers and 36 votes for chicken

Fall Luncheon: 22 votes for Heritage Park, 14 votes for a plated dinner at Glenmore Inn and 21 votes for a buffet at Glenmore Inn, for a total of 35 votes for the Glenmore Inn.

As we indicated on the survey, majority will rule. We will hold our fall luncheon at Glenmore Inn.

15. Discussion Items

- Eric was thanked for organizing the Zoom based board meeting.

- Hugh agreed to stay on as winter director in view of the government's decision not to track set cross-country trails for the coming winter. We may include the Nordic center. We may be able to use cross-country trails for snow-shoeing since the trails will not be track set.
- Sheila is hoping to step down as Sunshine representative.
- John initiated a discussion to add a message on our website to advise visitors our outings are suspended in response to the COVID-19 pandemic. Barb has included a message regarding this on the outage postings. Eric reported there is a message on the **Contact** page. Since most Albertans are aware of the current restrictions the board agreed an additional message is not required.
- Craig/John will invite Kiyoko, who is offered to stand as our next vice president (to our next board meetings which will be scheduled for some time in June).
- Hugh indicated he and Dianne are willing to give our members a hand if anyone requires assistance. Bob reported Sheila has been in contact with Jo Bands and Pat Wetherley and as far as she knows members are doing fine.
- Bob initiated a discussion regarding the requirement to have membership forms include a witness signature. Apparently Ole and he had discussed removing the requirement for membership renewals of existing members. Bob suggested perhaps we could consider requiring members to include a witness signature every 7 years. Barb reported the Ramblers club has dispensed with the witnessing for all membership, only guests are required to provide a witness signature. The Ramblers are also accepting electronic signatures. This new practice was adopted after the Ramblers received an opinion this was ok. Barb will try to provide Bob with the name of the individual who provided the opinion.
- Craig suggested we should consider having the postponed AGM a different day to avoid missing a hiking outing. Carol indicated we hold the meeting on Thursday as several members have commitments on other days of the week.

Meeting adjourned: 11:45