



Present: Scott Suffolk, Christine Reid, John Schwenk, Matthew Cooperwilliams, Martin Farnham, Todd Hansen, Lister Farrar

Regrets: Roxanne St. Pierre, Erin Tolfo (both attending a concurrent Meet and Greet with members)

1. Meeting Opening

- a) Land Recognition – Chair opened the meeting with our regular land acknowledgement.
- b) Director Conflict of Interest Disclosures: No additional conflicts of interest disclosed
- c) Last meeting's minutes approved
- d) Agenda Confirmed

2. Executive Director Report

Christine thanked the Board for their help with some recent communications. Noted priorities including membership fee approval and seeking year-end donations. She gave a financial update and noted that our 2023 deficit of around \$133k looks on track to be reduced to around \$20k for 2024. That includes a buffer for unexpected expenses which sometimes arise at year-end. One staff member has departed for a position elsewhere.

Christine is working with the staff in reviewing present tasks and 360 reviews from the team. The staff are very aware of budget implications and have been included in the process of determining the draft budget to be presented at the January meeting. We are starting to engage in a Governance Review funded by viaSport which will involve reviewing and reforming various aspects of governance.

Continues to work on relationships across members and disciplines. Strategic planning will be a priority starting with the next board meeting.

3. Update on Membership Campaign

Meet and greets have been successful as engagement and sources of feedback. Vote opens on Friday. There was a discussion of adding a short survey to the membership purchase process in order to learn more about our broader membership and respond better to needs.

4. 2025 Budget

First board discussions will happen in January. Christine and Kim will produce a draft budget, Finance and Audit Committee will review, and then it will be presented to the Board at the January meeting. Auditor says we need to build reserves

5. Fundraising Strategy

It was discussed that in future years, we should consider producing a report to share with potential donors to show what we've done over the past year. Board members asked for contacts who could be approached for donations. Various possibilities for fundraising were discussed. Shared revenue plan with third-party sellers, bike raffle, fundraising events (gala eventually, start small)

6. Committee Updates

- a) Race Committee
Have requested draft calendar from staff. Committee asked to include staff in calendar planning. Christine noted need to specify Terms of Reference for committees. Was suggested that Christine and CJ be invited to Race Committee meetings to better facilitate coordination.



Todd noted that Learn to Race programs are important (improve safety). Lister noted that the committee would like to see key events on protected dates, clinics to build toward key events.

- b) HR Committee (*in camera*)
- c) HopOn

Discussion of whether to release a proper write up of report (currently in draft form).
Recommendations were released to the membership at the AGM.

7. Motion regarding Christmas gift for staff:

Motion: *Whereas this was a tumultuous year for staff with financial uncertainty, 3 different bosses, and the departure of two staff members...We allocate a one-time expenditure of \$500 for a \$100 gift card for each staff member [not ED] as a token of the board's appreciation of their hard work and resilience.*

Motion passed.

8. Review of all action items

Scott: 2025 Budget

Christine: Initiate Strategic Plan work; contact board members about soliciting donations.

Everyone: Reread minutes from September retreat in advance of Strategic Planning

9. Usual end-of-meeting *In Camera* discussion

Meeting was adjourned at 9:30 p.m.