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**MTB Kingston Annual General Meeting  
Minutes - November 25, 2020, 7 p.m.  
(Held hybrid and on Zoom)**

**1. Declaration of quorum**

- Open with land acknowledgment.
- Quorum reached with 36 voting members. 25 required for quorum.

**2. Introductions**

- Board members introduced by President Chris Frank

**3. Receipt of AGM Agenda**

- AGM agenda approved by the board as presented to the members.

**4. Receipt of Minutes from 2019**

- Approved by the board and available through OneDrive

**5. Sharing of members' favourite 2020 moments**

- Members expressed appreciation that the trails being open; for the community, the growth of the organization despite the pandemic.
- Enjoyment for the Friday Night Eliminator
- New members bringing their fresh perspective, lots of enthusiasm, good spirit on Facebook, bikers helping each other and stopping to check on others.
- Appreciate both new and old members.
- Appreciation of thanks for the work of the Board and Landowners.

**6. Review of the year - SWOT (5 minutes)**

- Club hasn't been able to offer all its usual initiatives and activities- next year!
- Lost some trails, got some back
- Overall, it's been a positive year in terms of access (Ridge trail re-accessed)

**7. President's remarks, review of the year, lessons learned (5 minutes)**

- Orientation package will be available on the website for members
- See above

**8. Recognition of landowners and volunteers (5 minutes)**

- Thanks were given to the landowners. All land is leased from the city or from local landowners, who have donated their land or for a lease agreement. Many of them are also riders, so don't litter, as they might be riding right after or next to you.
- This winter, we will be focusing on contributions of volunteers and how best to organize them.
- Many volunteers to thank but noted:
- Thank you to Val: animals and trail work
- Thank you to Jean Marc: rebuilding of bridge
- Thank you to Heather Dow: for organizing this meeting and for other expertise
- The club could not function without its volunteers. Thanks to all.

**9. Governance and succession planning**

- In 2021, some people will be leaving the board and we will be working on succession, so we will have a nice mix of experience and fresh views
- We will be looking for member with specific skill sets and interests and experience in working with people
- In winter, we will put out feelers about the above and asking for interest
- We'd like to expand our committees as well as to focus on operations (events, trail work, signage)

#### **10. Treasurer Report (double check)**

- \$70,000 received this year, mostly from membership
- \$39,452 expenses paid
- Net contribution \$30,000-plus
- Most expenses are operations
- Trail maintenance about the same as previously
- Donated money to youth race team run by the Stanton family
- Skills course
- 69% of operational expenses is insurance, followed by tags and port-a-potty
- Liability insurance is important. It's why we have to make sure members are displaying tags and everyone is playing by the rules. Insurance amount depends on numbers of members. Insurance is calculated based on km # vs. # of members from the previous year. We had a good surge in membership this year, so insurance will be high. If we don't have the same membership, insurance could be a bigger % of expenditures.
- In 2015, expenses outweighed revenues. 2019, revenues almost doubled expenses. It will be interesting to see what happens in 2020.

#### **11. 2020–2021 potential expenditures discussion and questions (5 minutes)**

- Parking lot with better arrangement for cars, clubhouse work (insulation, heat), upgraded the calcium used to keep dust down on the driveway (this year we hired a truck to spray driveway; whereas previously we bought the stuff and our neighbours applied it)
- Sandbox improved for the kids
- Signage improved
- Animals purchased
- Tools for trail maintenance (complete wood tool set, new ATV trailer, new snowmobile, groomer, etc.)
- These costs are a move to make the club more self-sufficient. Previously, we have relied on Rob Sangers' generosity (he's loaned his equipment)
- PrePaid Insurance based on membership numbers.
- Increased maintenance plan for the toilets on site and the addition of a second unit.

#### **12. Appointment of auditor for 2020**

- Bylaws require that the 2019 financial statements be reviewed. Former member and SLC math prof Derek Smalls will do the informal review. For 2020, we will need a more formal audit by an accounting professional. That will be for the next AGM in April where there will be a more report.
- **Motion TO appoint a public accountant for 2020 financial statements.**
- **Moved by Darryl G., seconded Frank A., carried.**

#### **13. Appointment of reviewer for 2019 books retroactively**

- **Motion THAT Derek Smalls review the financial statements.**
- **Moved Darryl G., seconded Frank A., carried. (1 abstain vote)**

#### **14. Review of strategic plan (5 minutes)**

- We will be reviewing our mission statement to reflect current community and future aspirations, including being a year-round positive presence in community, fostering community, focusing on families, youth and children, etc.

- Five priority areas were identified for the board and membership to review in the proposed strategic plan:
  - i. Operational excellence
  - ii. Governance and succession planning
  - iii. Member experience—we will be focusing on inclusiveness
  - iv. Resource development—appointing an officer in charge of land security and grant writing, identifying potential land acquisitions
  - v. Competition development—supporting youth races, youth club race teams, casual club events, new race series, taking the fear out of racing, skill development

#### **15. Member ideas and priorities (10 minutes)**

- Ride share program
- Outreach to improve access: newcomers to Canada, lower socio-economic, greater club diversity
- Development of regional trail sites
- Future builders and outreach beyond the Farm
- Idea box (electronic and/or at farm)
- Social events (socially distant and safe—FNL, Eliminator, poker runs)
- Scheduled orientation clinics to help new members find their way around.
- Restart group and family rides once it is safe to do so.
- First-aid training oriented toward mountain biking.
- Gear Up, which helps people get bikes. Perhaps assist them in restoring old bikes.
- Women's only skills clinics
- Kids' programs (Tammie offered that member could reach out to her through the MTB Kingston website race page to find her contact info.)
- Align with other clubs for cross promotion of events.
- Outreach needs to happen to ensure the club is very diverse. The board is very homogeneous, and we need to make sure we are welcoming to everybody.
- Introduce mountain biking to low income and newcomer populations. It was noted that there are bikes available for loan at the Farm.
- Review Day Pass/Friend Pass to make the trails more accessible and help with diversity.

#### **16. Adjournment**

- Adjournment made by Chris Frank.