



PHOENIX MOUNTAIN ALPINE SKI SOCIETY
2023 Annual General Meeting
Minutes: October 23, 2023
Held at Grand Forks Public Library Meeting Room

Voting Members: Sean Routley
Don Colclough
Bryan Pankoff
Doug Huxter
Shannon Frederick
Bill Sperling
Maddie Williams
Chester Weibe
Justin Darbyshire
Colby Darbyshire

Staff: Cathy Astofooroff, Administrator
Kim Nielsen, Lodge Manager
Dayne Waterlow, Operations Manager

1. Call to Order

Meeting called to order at 7:00 pm

2. Attendance taken, quorum established

3. Appointment of Recording Secretary

Appoint Shannon Frederick for recording secretary

Motion: Bryan Pankoff Second: Doug Huxter

None opposed, Motion carried

4. Adoption of Agenda

Motion: Don Colclough Second: Doug Huxter

None opposed, Motion carried

5. Approval of 2022 Annual General Meeting Minutes

Motion: Bryan Pankoff Second: Doug Huxter

None opposed, Motion carried

6. **Presidents Report:**

President Sean Routley reported that Phoenix is back on track! With the support of many community members, business and staff under the direction of our Board of Directors, the ski hill had a great 22-23 season.

Highlights from 2022-2023:

- Seabass Sullivan served as Area Manager for the 22-23 season bringing his varied skill set to oversee a successful year.
- Don and Sandy Colclough and Kim and Tonni Neilsen donated the purchase and upgrade of a mower. Brian Johnson donated his tractor and time to mow the hill.
- Brushing crew was overseen by Jamie Stewart and Adam Williams, which contributed to the hill being able to open early.
- Lift inspection and maintenance were completed well in advance of opening.
- Opening Day: December 23, 2022
Closing day: March 25, 2023
59 days open (51 days open in 2021-2022)
2 free night skis sponsored by local businesses.
- Season Pass sales were a little down from 2021-2022 season, but lift ticket sales were up.
- Events were back! The Nancy Green Zone Race, the Phoenix Open and Spring Fling brought lots of people to the hill.
- Systems and various upgrades continue with admin support from Cathy.
- The School Program had a few hiccups but was well attended.
- The Racer Program had a successful year with new coaches including Doug Huxter, Tyler Vanmoll, Marcus Perkins and Ralli Frederick. Bill Ahrens continued to be a solid support as well as Shannon Frederick and other parent support.
- The concession had a great year with events contributing to its success. Kim as always brought her A game to Spring Fling with a Rock Star theme.
- Spring Fling was well attended and included the entertaining Dummy Downhill

Looking forward to the 2023-2024 season:

- Lift inspection has been completed except for a few items to be completed by Dec 15.
- Tractor donated by Cate Turner, driven by John Malins using Phoenix mower has mowed most of the lower part of the mountain, Bobcat and Annie.
- Brushing crew led by Jamie Stewart has made a significant different working around the mowed areas.
- The Ski Patrol building has been upgraded to fix the water problem. Thank you, Don and all the other volunteers, for assisting with this.
- Dayne Waterlow is our new manager. Dayne officially starts in his new role November 15th. He has been taking the Lift 150 and 151 courses and his level 3 first aid course in preparation for his new role.

- Annual operation funding from Regional District and City of Grand Forks has been received.
- Outdoor funding Grand from West Boundary Community Forest received – you will see new picnic tables, BBQ, tents, fire put and other items.
- A successful grant application from Community Service Recovery Fund will provide a complete system upgrade including website, point of sales systems, inventory control, lesson and rental scheduling, school program scheduling, and staff scheduling among other much needed operational pieces.
- Our Event Equipment Project has seen donations from AM Ford, GF Credit Union, GF Realty, Interfor, RDKB, Rotary and StellerVista so far. Other applications are awaiting decisions. This project will provide for purchase of timing system, gates, gate panels, fencing, bibs, drills, radios, tents, heaters, etc – all of which will let us run events effectively and efficiently.
- Donation, grant and funding process continues to find funds to continue to upgrade Phoenix Ski Hill.
- Volunteers for projects and fundraising will continue to be a huge part of the success of phoenix.

7. Financial Statement Report - (Balance sheet and income statement sheets provided to those in attendance for review)

Doug Huxter reported that we had a good year! 2023 saw an 87% increase in concessions sales (an excellent rebound post-covid). Pass sales were down a little bit but the day ticket sales made up for that. Overall a revenue increase of 20%. Substantial donations and grants were received thanks to Cathy's hard work. Phoenix also received the insurance settlement of \$20 000. We have knocked down the debt of the snow cat from \$105 000 to just over \$20 000. Seabass did an excellent job in keeping our wage costs low even though minimum wage went up from the previous year. The season was finished off with \$6000 in the account, but we would like to see more of a buffer in the account in the future as there are still costs that arise in the months post ski season.

Cathy reported that she hopes to bring in funding and grants closer to the \$190 000 mark this year (we are rooting for you Cathy!). She keeps a close eye on available grants and opportunities for Phoenix, and as these funds come in they are allocated to specific projects. There are also other fundraising events that happen such as Founders Day in Greenwood, t-shirt and 50/50 sales. Cathy has been working with Maddie and Sean to organize our movie night at the GEM, and pass and t-shirt sales at the ski swap. A list of cash donations for 2022-2023 and 2023-2024 to date is attached.

8. Election of Directors

After serving two terms with the Phoenix Board of Directors, Don has handed in a letter of resignation. Don served from 2000-2013 and rejoined with us for the last two years. We thank you for all your years of service Don!

Currently 4 members are standing for re-election.

- Sean Routley- President
- Bryan Pankoff- Vice President
- Doug Huxter- Treasurer
- Shannon Frederick- Secretary

We have received 1 submitted nomination.

- Dave Jorgenson

Our bylaws state that we require a minimum of five members for operation, and that the current Board is released from their roles.

Motion to release the current Board members in order to elect new Board.

Motion: Don Colclough Second: Doug Huxter

None opposed, Motion carried

Motion to elect the following as Board Members of Phoenix Mountain Alpine Ski Society for the 2023-2024 season, until the next Annual General Meeting:

- Sean Routley
- Bryan Pankoff
- Shannon Frederick
- Doug Huxter
- Dave Jorgensen

Motion: Don Colclough Second: Doug Huxter

None opposed, Motion carried

9. Other Business:

The Ski Swap is October 28 at GFSS (drop off your equipment October 27). Phoenix will be in attendance with t-shirts and passes for sale.

Movie Night- November 23 at the GEM. We will have draw prizes to give away from Seasons and a TV from The Source. We hope to make it a double feature – both ski and snowboard.

No questions or comments from the floor.

10. Appreciation:

The Board wanted to show their appreciation to Don for his years of service. Sean Routley presented Don with the unveiling of a new sign for Gultch – “Don’s Gultch”. Shannon Frederick on behalf of Phoenix, the Board and Staff also presented Don with a crystal plaque for his desk.

11. Adjourn 7:31



PHOENIX MOUNTAIN ALPINE SKI SOCIETY
2022 Annual General Meeting - Minutes
October 5, 2022
Held at Grand Forks Public Library Meeting Room

Voting Members:

Sean Routley
Don Colclough
Shannon Frederick
Andreas Dean
Maddie Williams
Bill Sperling
Richard Marsh
Bryan Pankoff

Others:

Cathy Astofooroff, Administrator
Kim Nielsen, Lodge Manager
Danna O'Donnell, Area D Rep
Dylan Zorn, Community Futures

1. Call to Order

Meeting called to order at 7:06 pm

2. Appointment of Recording Secretary

Shannon Frederick as Recording Secretary for the meeting, attendance established, approval of minutes from previous meeting.

Motion to approve: Sean Routley Seconded by: Don Colclough

3. Adoption of Agenda

Motion to adopt the agenda.

Motion: Richard Marsh Seconded by: Sean Routley

4. Approval of 2021 Annual General Meeting Minutes.

Motion: Kim Nielsen Seconded by: Bryan Pankoff

5. **President Report:**

Sean Routley reported that the future looks bright for Phoenix.

Season 21-22 brought challenges such as dealing with covid procedures and putting policies in place.

Previous manager James Hall has provided good groundwork for getting the hill back in shape.

Kim Nielsen will be returning as our Lodge Manager.

Cathy Astofooroff is on our team and has done a lot to upgrade our systems and organize our administrative business.

Sebastian Sullivan is our newly hired General Manager.

Accomplishments:

- New-to-us snow cat purchased by private loan on December 17, 2021.
- New rental fleet of skis and boots have been added to our rental program.
- The Ski Patrol shack has been completely restored thanks to Tom Plotnikoff and Hydraclean.
- The brushing crews worked hard to open up terrain and clean up the hill.
- The parking lot was fully resurfaced.
- The lift maintenance and full inspection was completed.
- The insurance claim was fully settled.
- Pass sales increased and went online.
- School program participation increased.
- Our donation process with the city was restored.
- Fundraising lead by Kim, Cathy and our friends of Phoenix such as beer gardens, 50/50 tickets, Founders Day – lots of new community connections were made.
- Grants and fundraising are in place for 2022-2023 season; we are waiting on approval.
- Brushing crews have started for 22-23 season.

Hopes for the Future:

- Improve infrastructure
- Extend the roof on the shop for CAT parking
- Rebuild the top shack
- Want more T-boxes
- Want to reduce snowcat debt

With the rising cost of doing business we need to generate more revenue – this could mean more participation programs and creating more events to draw more people to the hill.

6. Financial Statement Report:

Cathy spoke to the Financial Statements to April 30, 2022 presented to the meeting:

- The accounting system had a complete overhaul for the 2021-22 fiscal. This has allowed us to have a more accurate statement for revenues and expenses related to the operations of the hill.
- The new online processes set up have provided a much more streamlined approach to the accounting as well.
- Accounts and taxes are being paid on time (no penalty and interest). Our vendors are happy.
- All outstanding accounts from previous years have been paid in full.
- Season pass sales, lift ticket sales, school program, lessons and rentals saw increases.
- A strong donation and grant process allowed Phoenix to pay past debts and to purchase a new rental fleet, new t-boxes, equipment and a snow cat.
- Donations – these were received from individual and corporations, as well as the GoFundMe campaign in early 2021.
- The City Donation process (with charitable tax receipts) assisted with over \$45,000 in donations, some for specific projects and some for operations.
- Funding and Grants – includes operating grants from Regional District, Grant In Aid from Areas C, D and E, City of Greenwood, City of Midway. Also received Grants for specific purchases (ie: rental fleet, t-boxes, ski patrol supplies)
- A quick note when funding is applied for or donations requested, it is usually for a specific item.
- Fundraising – includes proceeds from our successful bottle return program, promotions such as t-shirt, sign, calendars and movie ticket sales.
- Expenses in general are increasing, although some expenses have been reduced due to updating systems such as the online platform, internet system, etc.
- The most-costly expenses are wages and insurance.
- Wages were offset slightly by the Wage Subsidies.
- Insurance, well it is the cost of doing business and a necessity.
- Expenses such as equipment purchases, lift maintenance, ski patrol supplies were incurred because donations or grants were received.

7. Board of Directors:

Adam Williams, Margo Dean, Shilo Freer, Greg Van Der Zande, Ian Mitchell will not be standing for re-election.

Phoenix, the community and all of us thank you for your efforts.

The Board has discussed and recommends the size of the Board be reduced to five members for 2022-2023 in order to create a more efficient governance board.

8. Election of Directors:

Four of the current Board Members (Sean Routley, Don Colclough, Shannon Frederick, Dean Herdman) would like to continue as board members with the addition of Bryan Pankoff.

Motion to elect the following as Directors of Phoenix Mountain Alpine Ski Society for the 2022-2023 season until the next Annual General Meeting:

Sean Routley
Don Colclough
Shannon Frederick
Dean Herdman
Bryan Pankoff

Motion: Maddy Williams

Seconded by: Andreas Dean

8. Other Business – Questions from the floor:

Danna O'Donnell congratulated PMASS on a successful season and expressed well wishes for the coming season.

Bill Sperling and Andreas Dean inquired about after hours touring at Phoenix. Unfortunately PMASS does not condone this type of activity due to insurance and safety policies.

9. Meeting Adjourned

7:51pm.

Phoenix Mountain Alpine Ski Society
Report to October 23, 2023 AGM

	Actual FYE 2022	Actual FYE 2023	YOY Change
Revenue			
Concession	\$ 36,204	\$66,527	83.76%
Season Passes	\$ 81,553	\$66,135	-18.91%
Lift Tickets	\$ 38,202	\$60,035	57.15%
Rental Equipment	\$ 11,711	\$13,183	12.57%
Ski School	\$ 10,147	\$9,126	-10.06%
Other	\$ 12,415	\$12,670	2.06%
Total	\$ 190,232	\$227,677	19.68%
Donations/Grants			
Donations	\$ 62,031	\$28,922	
Gaming Grants		\$16,000	
Funding & Grants	\$ 68,858	\$58,494	
Fundraising	\$ 15,789	\$45,174	
Wage Subsidies	\$ 20,677		
Insurance Claim		\$20,819	
Timber Sales			
Total	\$ 167,355	\$ 169,409	
Total Revenue	\$ 357,587	\$ 397,085	
Expenses			
Accounting/Legal		\$0	
Advertising & Promotions		\$2,520	
Admin Expenses		\$0	
Clothing		\$2,976	
Food Purchases	\$ 16,640	\$21,971	
Equipment Purchases*	\$ 26,401	\$4,551	
Wages	\$ 160,641	\$162,118	
Fortis (Utilities)	\$ 11,360	\$10,660	
Fuel	\$ 16,700	\$19,295	
Fees & Licenses		\$4,888	
Fundraising Expenses		\$13,817	
Insurance	\$ 30,292	\$32,003	
Lift Maintenance**	\$ 31,632	\$4,026	
Liquor Purchases	\$ 2,535	\$9,650	
Operational Expenses	\$ 4,400	\$4,388	
Permits	\$ 2,053	\$2,314	
Processing Fees	\$ 2,978	\$1,708	
Ski Patrol Expenses	\$ 3,566	\$276	
Snow Cat/Groomer	\$ 4,598	\$3,808	
Short Term Loan			
Supplies	\$ 3,323	\$3,460	
Tools	\$ 4,524	\$260	
Vehicle Maintenance	\$ 1,675	\$537	
Total	\$ 323,318	\$ 305,226	
Other Expenses	\$ 17,213	\$ 15,906	
Total Expenses	\$ 340,531	\$321,132	
Net Income	\$ 17,056	\$ 75,953	

*Equipment Purchases in 22 - \$21,000 was for new rental fleet

** Lift Maintenance in F'22 - \$22,676 was for 12 new tee boxes

In F'23 \$75,000 was used to repay snow cat loan.

At FYE Snow Cat loan had \$25,760 still outstanding

Phoenix Mountain Alpine Ski Society
Balance Sheet As at 04/30/2023

ASSET

CURRENT ASSETS

CIBC Chequing Account	5,741.45
CIBC Gaming Account	64.14
CIBC GIC Account	-
CU Savings Account	101.37
CU Shares Account	25.00
Accounts Receivable	2,000.00
Allowance for Bad Debts	-
Prepaid Expenses	11,899.02
Inventory	2,018.42
Staff Tabs	-
TOTAL ASSETS	<u>21,849.40</u>

FIXED ASSETS

Land	8,657.79
Terrain Upgrades	8,373.30
Road and Parking Lot	3,000.00
Accumm Dep: Road and Parking Lot	(3,000.00)
Power Line	2,280.00
Accumm Dep: Power Line	(2,280.00)
Buildings	221,917.84
Accumm Dep: Buildings	(121,719.39)
Equipment	75,960.34
Accumm Dep: Equipment	(66,637.73)
Auto Equipment	120,048.50
Accumm Dep: Auto Equipment	(117,298.50)
Kitchen Equipment	18,791.41
Accumm Dep: Kitchen Equipment	(14,070.74)
Rental Equipment	15,632.25
Accumm Dep: Rental Equipment	(15,632.25)
Well 1990	4,022.79
Accumm Dep: Well 1990	(4,022.79)
Miscellaneous Equipment	14,308.33
Accumm Dep: Miscellaneous Equipment	(10,625.82)
Computer Equipment	1,190.88
Accumm Dep: Computer Equipment	(868.82)
Snow Cat 2021-2022	<u>105,395.00</u>
TOTAL FIXED ASSETS	<u>243,422.39</u>

TOTAL ASSET	<u><u>265,271.79</u></u>
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LIABILITY

CURRENT LIABILITIES

Accounts Payable		3,317.26
EI Payable	158.31	
CPP Payable	422.16	
Income Tax Payable	425.78	
CRA Penalty and Interest	-	
Receiver General Payable		1,006.25
WCB Payable		150.91
PST Payable		9.47
GST Collected	29,623.32	
GST Paid on Purchases	(27,038.14)	
GST Payable		2,585.18
Vacation Payable		-
Deferred Income		-
Deferred Electric Upgrade Donation		4,031.00
Deferred First Aid Building Donation		25,556.00
Deferred Lodge Insulation Project		57,941.33
Deferred Contribution Tractor		2,750.00
TOTAL CURRENT LIABILITIES		<u>97,347.40</u>

LONG TERM LIABILITIES

Promissory Note		25,760.95
TOTAL LONG TERM LIABILITIES		<u>25,760.95</u>

TOTAL LIABILITY		<u>123,108.35</u>
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EQUITY

RETAINED EARNINGS

Retained Earnings		66,212.20
Current Earnings		75,951.24
TOTAL RETAINED EARNINGS		<u>142,163.44</u>

TOTAL EQUITY		<u>142,163.44</u>
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LIABILITIES AND EQUITY		<u>265,271.79</u>
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Phoenix Mountain Alpine Ski Society
Donations, Funding, Grants, Fundraising Report
May 1, 2022 to April 30, 2023

Summary by Group	Amount
Course Fees - CWSAA Small Areas	1,500.00
Hill Operations	69,341.34
Lift Operations	2,714.03
Racer Program	6,000.00
School Program	10,000.00
SnowCat	79,853.59
22-23 Total Non Operational Revenue	169,408.96

Phoenix Mountain Alpine Ski Society
Donations, Funding, Grants, Fundraising Report
May 1, 2023 to October 20, 2023

Summary by Group	Amount
Event Equipment	12,798.43
Hill Operations	49,418.67
Outdoor Concession Equipment	5,500.00
SnowCat	3,667.30
Systems Upgrade	31,623.00
23-24 To Date Total Non Operational Revenue	103,007.40

**Phoenix Mountain Alpine Ski Society
 Donations, Funding, Grants, Fundraising Report
 May 1, 2022 to April 30, 2023**

Name Only

From	Group	For
ABH Car Sales	Donations	SnowCat
Advanced Nursery	Donations	SnowCat
Area D - Grant In Aid	Funding and Grants	SnowCat
Area E - Grant In Aid	Funding and Grants	SnowCat
Boundary Industries	Donations	Hill Operations
Boyd and Isla Foster	Donations	Hill Operations
Brenda Argue	Donations	Hill Operations
Bron & Sons	Donations	SnowCat
Canada Rock Fest	Donations	SnowCat
City of Grand Forks	Funding and Grants	Hill Operations
City of Greenwood	Funding and Grants	Hill Operations
CWSAA	Funding and Grants	Course Fees
Don Colclough	Donations	Hill Operations
Dr M.D. Szynkaruk Inc	Donations	Hill Operations
In Memory of Jack Barter	Donations	SnowCat
Interfor	Donations	SnowCat
Jill and Denise Talarico	Donations	SnowCat
Louise Rousell	Donations	SnowCat
Maxine Ruzicka	Donations	SnowCat
Phoenix Foundation	Funding and Grants	Hill Operations
Province of BC - Gaming	Gaming	School Program
Area C - Grant In Aid	Funding and Grants	SnowCat
Regional District	Funding and Grants	Hill Operations
Rotary Club of Grand Forks	Funding and Grants	Lift Operations
Save On - Food donation	Sponsorships	Hill Operations
Stewart Bros Nursery	Donations	SnowCat
Terry and Gail Clarke	Donations	Hill Operations
Terry and Liz Huxter	Donations	SnowCat
Ticket Owl	Fundraising	Snow Cat
Tim and Hanna Pauls	Donations	Hill Operations
Tim Hortons Smile Cookies	Donations	SnowCat

Phoenix Mountain Alpine Ski Society
Donations, Funding, Grants, Fundraising Report
May 1, 2023 to October 20, 2023

Name Only

From	Group	For
Allen Russell (50/50 winner) Donation	Donations	Hill Operations
AM Ford	Donations	Event Equipment
City of Grand Forks	Funding and Grants	Hill Operation
City of Greenwood Grant In Aid Annual	Funding and Grants	Hill Operation
GF Gentleman Hockey - Donation	Donations	Hill Operations
GFCU (Gulf & Fraser) Event Equipment	Funding and Grants	Event Equipment
Grand Forks Beer Co - from Car Show	Donations	Hill Operations
Grand Forks Realty - Event Equipment	Donations	Event Equipment
Phoenix Foundation	Funding and Grants	Systems Upgrade
RDKB Area D Event Equipment Grant In Aid	Funding and Grants	Event Equipment
Regional District	Funding and Grants	Hill Operation
Rotary Club of Grand Forks - Gate Flags	Funding and Grants	Event Equipment
Ticket Owl	Donations	Hill Operations
West Boundary Community Forest	Funding and Grants	Outdoor Concession