

# Spearhead Huts Society

## Monthly Directors Meeting

### Minutes

Date: Sept 19, 2023  
Time: 19:00-20:00  
Location: Online

Attending: Chris Ludwig, Alan Woodland, Andre Charland, Jayson Faulkner, Ben Parsons  
Absent: Robin O'Neill, Paul McBride

The meeting was called to order with quorum at 7:00pm  
The agenda was approved with no amendments.  
The minutes from the meeting held August 18 were approved.

### Financial Report

Alan shared his observations about how First Data collects fees, and processes refunds. There was a discussion about switching to an alternative payment processors, possibly PayPal Payflow, or authorize.net. This will be part of the project to implement Cloudbeds later this year.

Changes in the way GST and PST are accounted for will be implemented starting November 1.

Review the draft operating budget for 2023-2024 – \$70,000 is included for contracted Human Resources including Zander, Howler, Iain and paid custodians. Jayson recommended that Alan be in touch with Iain about the draft budget. A second draft of the budget will be shared in advance of the next board meeting.

### KCH Operations

Marie has organized two training weekends October 14 and October 21 that are expected to be well attended.

After Solutions Pest Control made an onsite visit on September 1, the mice problem has been greatly reduced.

Four propane tanks were flown in on September 15, full totes of waste were flown out on the same day.

Iain has organized a monthly K&C custodian meeting that is held on the third Monday of the month (the day before the SHS board meeting). The meetings start at 7pm. Directors can join <https://meet.google.com/aqn-mncp-vgh>

Zander and his crew were expected to fly into the hut on September 16. This flight was postponed.

The solar project has not progressed. The on-site equipment has been wrapped in a tarp outside. No dates to reschedule Adam and his crew have been established.

An email from Kevin Wagner at BC Parks was received on September 1 regarding the well project. It has been determined that a mandatory Environmental Mitigation Plan is needed. An Impact Assessment form was attached to the email. Paul will continue to lead the negotiations with BC Parks.

Alan noted that the Pacific Economic Development Grant secured to fund the completion of the solar project and well project initially required these projects to be completed by March 31, 2023. An extension was granted to push the completion date ahead to March 31, 2024. It seems likely that neither project will be completed on time and the approved funding will be forfeited.

### **Macbeth Update**

Alan reported out on the meeting held September 5 with MGA, Alex Orr and the roster of consultants the board engaged at the August meeting. Alex recommended that we add \$6,800 to the budget to work with BC Passive House. The scope of work is:

- Reviewing architectural and structural design options
- Confirming assembled weights for various panel dimensions
- Identifying efficiencies in panel construction and on site assembly methods
- Budget level costing for the panels fully supplied and installed
- Assisting with estimating transportation costs
- Assisting with preparing/reviewing construction schedule, including lead time for the panels in their shop, and time, equipment and personnel required for assembly on site

A motion to authorize spending of \$6,800 for BC Passive House was approved.

### **Fundraising/Funding**

Andre worked with Holly Walke and Christine Weber to prepare a grant application for the BC Parks Enhancement Fund. The funding is for big projects and up to \$5,000,000 which would likely cover the remainder of the Macbeth Hut and most of the Pattison Hut.

Ben reported out on the opportunity to secure Pacific Can funding and noted that Minister Sajjan could write to Minister Heyman to support our project.

Ben offered to lead a project to host a fundraising event. The proposed event would take place on the evening of November 25 at the Squamish Lil'wat Cultural Centre. The attendance is estimated to be 200 guests. Ben will need volunteer help and is looking to recruit from the membership of ACC Whistler, ACC Vancouver and BCMC.

Motion to authorize a budget of \$4,000 for Ben to secure the venue and deliver the event was approved.

**Society Matters**

Alan Brown, a volunteer lawyer, has offered to assist with proposed updates to the bylaws. No progress to report.

**Reservation Software**

Cloudbeds, WebReserve, WebReservePro.com are being considered as candidates to replace the current booking system. Chris and Pierre are working together to evaluate the option and will make a recommendation to the board on the preferred solution.

**Other Matters**

Donor recognition plaques have been fabricated and are waiting for transport from North Vancouver to Whistler. The plaques need to be flown into the hut and installed on the north wall in the stairwell.

Ben to speak with Michael Kennedy about booking K&C on New Year's Eve.

**Adjourn**