Ski for Light, Inc.

Meeting Minutes

Fall Board Meeting

October 8, 2024

Meeting via Zoom

President Coppens called the meeting to order at 8:01 p.m. Eastern Daylight Time.

Roll Call

Executive Committee: Julie Coppens, President; Sheri Richardson, Vice President; Krista Erickson, Secretary; Tim McCorcle, Treasurer; David Fisichella, Director-at-Large; Nicole Haley, Director-at-Large. All Executive Committee members were present.

Directors: Gregory Andrews; Robert Civiak; Gregory Cox; Judith Dixon; Marion Elmquist; Michael Evelo; Lynee Forsyth; Melinda Hollands; Marie Huston; Karen Ishibashi; Nino Pacini; Donna Paterson; Brenda Seeger; Amy White; Kevin Whitley; and Karen Wood.

Greg Cox joined the meeting at 9:00 p.m. Eastern Daylight Time.

Absent: Andrea Goddard and Susan Zak

Director Emeritus Present: Larry Showalter

Directors Emeritus Absent: Leif Andol; Einar Bergh; Nancy Milsteadt; Jean Replinger.

Action Via E-mail

Approval of SFL Budget

On August 14, 2024, SFL President, Julie Coppens, recognized Budget and Finance Committee Chairwoman, Nicole Haley, to make a motion. On August 14, 2024, Haley moved and White seconded a motion to adopt the SFL FY25 budget as attached.

A Quorum Call was initiated on August 14, 2024, with all twenty-five (25) Board members responding via e-mail as of August 19, 2024.

On August 19, 2024, Coppens restated the motion and voting commenced via the SFL Board Listserv. Voting concluded on August 24, 2024, after all Board members voted. The motion carried with a vote of twenty-three in favor, one opposed and one abstention.

Voting in Favor: Andrews; Civiak; Coppens; Dixon; Elmquist; Evelo; Fisichella; Forsyth; Goddard; Haley; Hollands; Huston; Ishibashi; McCorcle; McCulloch; Pacini; Paterson; Richardson; Seeger; White; Whitley; Wood; and Zak.

Opposed: Erickson

Abstaining: Cox

Approval of Minutes

Wood moved and Paterson seconded a motion to approve the Summer Board meeting minutes. The motion carried unanimously.

Committee Reports

Civiak moved and Whitley seconded a motion that submitted reports be approved to be included with the minutes. The motion carried with Dixon voting in opposition.

A consensus quickly emerged clarifying that the just adopted motion meant to approve the committee reports submitted prior to the meeting but not items contained in those reports that will be acted upon later in the meeting.

President’s Report

Julie reported that SFL has recently Received two significant donations. The first is a gift from a long-time participant. With this donation, the person qualifies for and is open to receiving the Brit Peterson Award which “is presented to individuals whose cumulative lifetime generosity to Ski for Light is in excess of $25,000”. Larry explained the history of this award and Marion described the award itself.

The second gift came as a bequest from the Pedersen family who were instrumental in founding SFL.

Julie asked for ideas of how to best utilize this donation, we will discuss this further at the January Board meeting. There is a statue in Frisco, Colorado of Olav Pedersen which is in need of repair and Marion suggested using some of the donation for this purpose.

The donor indicated no restrictions meaning that the donation can’t be put into the Endowment Fund but it could be placed in the Board Designated Operating Reserved managed by BTC if the Board decides to do so.

Julie reported that SFL will be sunsetting Friends of Ski for Light, beginning next year SFL will launch something different as a replacement. Larry pointed out that the Bylaws authorize lifetime recognition with a specific donation amount -- we may need to repeal/change some wording. The Constitution and Bylaws Committee will review existing wording.

Treasurer’s Report

Tim reported the following account balances:

Checking: $82,971.66;

Savings: $368,468.58 (includes above-mentioned bequest);

PayPal Bank: $23,312.96;

Total Cash: $477,753.20;

Endowment Fund: $526,516.20;

Unrestricted Funds Managed by BTC: $137,215.80.

Total BTC: $663,732.00

Event fees are beginning to be received. Tim recently paid a deposit for transportation and will be paying a significant deposit to the hotel in Provo by early December.

Tim was asked if there is a preference in payment methods for paying event fees and indicated that SFL has no preference between already accepted payment methods.

Event Update

Sheri Richardson, event Chair, thanked the Event Planning Committee and reported that event planning has been moving nicely. The on-site planning meeting was held in Provo during September.

As of earlier today, 332 applications have been received with 227 applicants accepted and 105 pending. So far, 121 guides have been accepted, Sheri would like to end up with 135-140 guides. So far, ninety-nine VIPs have been accepted with seventy-six waiting. Four MIPs have been accepted. Seven Other Attendees have been accepted and will be notified soon. For first-timers, fifteen guides and fifty-three VIPs applied.

The ski trails will be as planned and there is snow-making capability.

Friday Fun Day will be a blast from the past and there will be a guides race sometime during the week. Efforts will be made to welcome first-timers, please let the Planning Committee know if you have ideas for this.

Stipends. Sheri reported that seven guides have been awarded stipends for a total of $3,400 so far which is within the budgeted amount. For VIPs, $12,500 was budgeted and, so far, $8,610.00 has been spent leaving $3,890. A total of sixty-five VIPs have requested stipends and all of them will likely not be accepted. So far, nineteen VIPs have been accepted who were issued stipends leaving forty-six applicants requesting stipends remaining. Sheri wants to increase the budgeted amount allocated for VIP stipends and is requesting a cap to be set at $20,500 -- adding an additional $8,000.00.

Civiak moved and Hollands seconded a motion to add another $8,000 to the budget for VIP stipends. The motion carried with McCorcle abstaining.

50th Anniversary Celebration

Marion reported that Leslee is doing an amazing job organizing the Gala. There is now an SFL display at Norway House which will be there for most of this month along with printed information for people to take.

At the Gala, copies of the Gala Program and SFL Annual Report will be on the tables. About 150 people are expected, the catering deadline has elapsed so no additional tickets can be sold. Copies of the Gala program and 50th Anniversary Brochure are in the Dropbox folder for this meeting (or ask Krista if you need a copy e-mailed to you).

Marion will reach out to local media for the Gala.

The Commemorative 50th Anniversary Book is in the works – in addition to the print version, there will be audio and braille versions available. The book will be available for purchase in Provo with an expected price between $25.00-$28.00. See 50 Year Book Report Oct 2024, included with these minutes.

2025 Ridderrenn Team

Julie explained that SFL traditionally fields a team of representatives to send to the Ridderrenn. The dates for the 2025 Ridderrenn are March 30th-April 6th. David explained that the Executive Committee is recommending that the Board approve sending a team of six (three guides and three skiers). Marion and David are working on obtaining donations to help offset SFL’s costs for sending a team to the Ridderrenn but are unsure what, if any, donations we may receive to help offset expenses for the 2025 team. Larry explained that in significant anniversary years for SFL, the President is often been included as part of the Ridderrenn team. There was a quick consensus to send the President as part of the 2025 Ridderrenn team. Krista suggested that, if we’re including the President, we should take the opportunity to send a fourth skier so that the President will have a skier to guide/ski with. Wood moved (with the seconder unclear) to send eight (8) members and add an additional $5,000.00 to pay for those two additional people. Fisichella proposed an amendment to the motion to specify sending the President, Paterson seconded the amended motion. The amended motion carried with Haley voting in opposition.

Policy Updates

Judy, Chair of the Ad Hoc Policy Committee, explained that the Committee is proposing revisions to five existing policies and a new policy. Judy briefly summarized the proposed revisions and new policy. (see Ad Hoc Policy Committee Report and proposed policies included with these minutes)

Policy A01 Selection of Event Site. McCorcle moved and Elmquist seconded a motion to adopt the proposed policy. The motion carried unanimously.

Policy A02 Selection of Event Hotel. Civiak moved and Elmquist seconded acceptance. The motion carried unanimously.

Policy A03 Cost of Participation. Civiak moved and Paterson seconded a motion to accept the proposed changes to the Policy. The motion carried unanimously.

Policy B03 Acceptance of Visually- and Mobility-Impaired Participants. Hollands moved and Wood seconded acceptance. The motion carried unanimously.

Policy C13 Money Handling. Civiak moved and Elmquist seconded a motion that the proposed changes be accepted. The motion carried unanimously.

Policy C24 Approval of Expenditures. Wood moved and Civiak seconded a motion to adopt this new policy. The motion carried unanimously.

Term Limits Proposal

Karen Wood, Chairwoman of the Board Development and Elections Committee (BDEC) reviewed the process that the BDEC has undertaken to create this proposal. Julie explained that there have been requests to discuss this proposal in-person instead of via Zoom and there is a need to clarify what needs to happen with this proposal at this meeting.

Krista, chairperson of the Constitution and Bylaws Committee, briefly summarized the main questions/concerns needing Board input including term limit length, the workability of the concept of a hybrid term and whether or not to count a partial term toward a term limit.

Tim requested to go on record that he is opposed to term limits as it is not clear what problem this proposal is solving. The Board has elections and there are only five Board members who now predate him. As an all-volunteer Board, if people are still serving and being productive, why would we want to vote people off of the Board?

Sheri seconded most of what Tim said and added that she has spent time drafting bylaws language for other organizations that was not accepted. We should not vote before writing amendments and is opposed to this proposal at this time.

Judy also requested to go on record as opposed being one of the people potentially most affected. Judy voiced agreement with most of the reasons Tim mentioned, SFL has a hard-working Board. People who are not productive get voted off the Board and we continue to have new people on the Board.

Bob requested to go on record that, in principle, he is in favor of term limits but the devil is in the details -- those are up to the Constitution and Bylaws Committee to figure out and propose details which we can then debate.

David stated that he did not dispute what has been said – the Board has had excellent turnover but this may not be the case all the time or in the future. This proposal is looking long-term. Previously adopted term limits never had an impact as they were rescinded before they were implemented. This proposal allows for someone to return to the Board after waiting for a specified amount of time.

Declining the alternate options of postponing consideration of the proposal, remanding the proposal as is to the Constitution and Bylaws Committee or creating an ad hoc committee to review/clarify the details of the proposal, Karen Wood insisted that a vote be taken on the proposal. Wood moved and Coppens seconded a motion to adopt the term limits proposal. A voice vote was inconclusive and a roll call vote was then called. The motion failed on a vote of six (6) in favor, fourteen (14) opposed and three (3) abstentions.

Voting in Favor: Andrews; Coppens; Fisichella; Huston; Paterson; Wood

Opposed: Civiak; Cox; Dixon; Elmquist; Erickson; Evelo; Forsyth; Ishibashi; McCorcle; Pacini; Richardson; Seeger; White; Whitley.

Abstentions: Haley; Hollands; McCulloch

Absent: Goddard and Zak

Krista requested and received clarification that the Board does not want the Constitution and Bylaws Committee to draft any provisions relating to the BDEC Term Limits Proposal at this time.

Birkie

Due to time constraints, Julie postponed the agenda item on SFL’s plans to participate in the 2025 American Birkebeiner (Birkie). Mike Evelo will again be helping to coordinate SFL’s participation for 2025.

Site Selection:

Bob Civiak, member of the Site Selection Committee, explained have there are three sites under consideration for 2027 and 2028 Bozeman and West Yellowstone, Montana and Stoweflake Mountain Resort & Spa in Vermont (Stowe). (see Site Selection Committee Report included with these minutes) Prior to this meeting, Julie sent a proposal from Stowe to the Board (not included with these minutes). Based on that proposal, Bob estimates that Stowe would cost about $350 more for housing than Utah. We could subsidize event fees. Bob is in favor of having a site visit to Stowe this winter. The reliability of snow in New England was questioned as well as the availability of beginner terrain. SFL has received feedback wanting an event in the eastern part of the country.

There was a consensus to do a site visit to Stowe if it can be done relatively inexpensively with McCorcle voicing opposition to the consensus. Marie and Cara are planning to visit Bozeman and West Yellowstone, Montana this winter -- both sites can be visited in the same trip.

Karen Ishibashi suggested looking into Ariens Nordic Center in Brillion, WI (south of Green Bay).

Adjournment

Pacini moved and Elmquist seconded a motion to adjourn the meeting. The motion carried unanimously and the meeting was adjourned at 10:08 p.m. Eastern Daylight Time.

**Ski for Light, Inc.**

**Site Selection Committee Report**

**October 8, 2024 Board of Directors Meeting**

The current Site Selection Committee consists of Cara Barnes, Bob Civiak, Lynee Forsyth, Marie Huston and Nino Pacini. While the core committee is small, the intent is to involve others in site selection activities as needed.

On June 26, 2024 the Board of Directors voted to hold the 2026 event at Snow Mountain Ranch in Granby, Colorado. A draft contract has been requested but has not been received to date.

In addition to contacts mentioned in the June report, the Committee has reached out to the following:

Visit Truckee

Stoweflake Mountain Resort & Spa

Trapp Family Lodge

There are no solid options for 2027 at this time. Both Stoweflake and the Trapp Family Lodge in Vermont responded positively to initial contacts by Bob Civiak and expressed interest in making proposals. Stowe is less than 1 hour from Burlington, VT airport, which is served by United, Delta, and American

On September 27, 2024 the Trapp Family Lodge submitted a proposal for the skiing portion of the event (proposal attached at the end of this report). The proposal is valid for 2027 and 2028. There are ample trails but limited snowmaking (currently less than 3 km) although there are plans to expand snow making in the next few years. Bathrooms in the Outdoor Center are in the basement and not accessible, so some accessible portable toilets would need to be rented. The Trapp Family Lodge is approximately 2.4 miles from Stoweflake Mountain Resort & Spa If a competitive proposal is received from Stoweflake, site visits are recommended.

Mt. Bachelor initially expressed some interest but has not responded to subsequent telephone calls or emails.

In June, Marie Huston visited prospective hotels in Bozeman and West Yellowstone, Montana. Both sites would require two neighboring hotels. Her summaries are attached at the end of this report.

We continue to be conscious of snowfall as a venue consideration even though this is a bit of a moving target. The NY Ski Blog <https://nyskiblog.com/directory/weather-data/us/annual-snowfall-map/> contains a color-coded annual snowfall map as well as a chart below the map.

Respectfully submitted by Cara Barnes





Proposal for Ski for Light, Inc.

September 27, 2024

Prepared by:

David Rye

Outdoor Center Director (802) 829-1516 (Mobile)

[Drye@trappfamily.com](mailto:Drye@trappfamily.com)

1. Executive Summary

We are pleased to submit a proposal to Ski for Light, Inc.(SFL) to be considered as a host venue for the 2028 SFL international gathering. Since its founding in 1968 as the first full- service cross-country ski area in the Americas, Trapp Family Lodge (TFL) has hosted a wide

range of events and countless recreational skiers. TFL is home to over 2,500 acres with over 60km of Nordic ski trails, in addition to a full-service lodge, fitness center, brewery and

Bierhall. We are inspired by SFL skiers and grateful for the volunteers and board members that make these opportunities possible and looks forward to welcoming SFL soon.

1. Event & Skiing Details
   1. Layout & Local Area

TFL is located at 700 Trapp Hill Rd in Stowe, VT. While TFL has 96 guest rooms in the main lodge, in addition to guest houses and villas, SFL has expressed interest in staying at the Stoweflake Inn, which is 2.4 miles away from TFL.

Within TFL the Outdoor Center serves as the main base for skiers to pick up trail passes and rent skis. All trails are connected and can be accessed by starting to ski right outside the Outdoor Center. The Outdoor Center is less than 100 meters from the main lodge where lunch could be served each day of the SFL gathering. The main skier parking lot is next to the Outdoor Center and there is a waxing shed with two benches at the edge of the parking lot.

The Slayton Pasture Cabin where there is a warm fire and full-service food seven days a week is a 5km uphill ski from the Outdoor Center.

TFL has over 60km of Nordic ski trails for all types of skiers. TFL has a reputation for a lot of climbing, but TFL has several flatter trails, including Sugar Road, Fox Track, Russell Knoll and Race Loops that could serve as the race course for SFL. The Race Loops are homologated and maintain the

minimum width to meet the standards of events like Junior Nationals and the NCAA Nordic Championships.

If SFL selects TFL as the host for the 2028 SFL gathering we would have to

discuss the possibility of some trails being available for the exclusive use of Ski for Light participants. We would commit to grooming according to the

needs of SFL, but we would want to be open for lodge guests, day visitors and season pass holders to also use the trails. We have had the public using the trail system on the same days as many major events and are confident we

could provide the right signage and information to non-SFL skiers to ensure SFL instruction and activity was not disrupted.

* 1. Grooming

TFL has a full-time trail crew of four members, in addition to part-time

seasonal employees. Our grooming, using a PistenBully 100 snowcat, as well as multiple “drag behind” snowmobile groomers, has consistently been named the best in Vermont.

TFL can provide assurance that trails will be groomed at least every other day, though we almost always groom every trail every day. TFL trail crew can consult with and incorporate feedback from SFL’s designated grooming contact.

* 1. Emergency Response & Transport

TFL staff is thoroughly trained and experienced in managing emergency situations. Many staff maintain their Wilderness First Aid and CPR/AED certifications and Stowe Mountain Rescue is very familiar with TFL emergencies.

Depending on the terrain, snowpack and exact location of an emergency TFL staff could be first to respond either on skis, on a snowmachine or in a Ranger UTV.

TFL is within a short drive of an urgent care center in Stowe and hospital emergency room at Copley Hospital.

* 1. Ski Rentals & Storage

The TFL Outdoor Center has a vast fleet of rental equipment for all styles of skiing; classic, skate, and backcountry. We have some wider skis for more stability. All bindings are NNN system. TFL would be able to accommodate 70 to 90 rental ski packages. In the unlikely event that there was a shortage of a given size there are several other rental shops within 4 miles.

TFL could store all SFL personal and rental skis in the yurt overnight. The yurt would be locked and not accessible overnight.

* 1. Snowmaking

TFL currently has a cutting-edge HKD Halo 2.0 oscillating fan gun for

snowmaking in the open areas of our the fields outside the Outdoor Center

and another versatile SV14 snowmaking gun that can be moved around to address weak areas. We anticipate installation of a significant new

snowmaking system, ideally by winter of 2025-26, but certainly by winter of 2026-27. This will give us the ability to guarantee coverage of roughly 3 km of trails, including a connection to upper elevation trials where natural snow is much more reliable.

* 1. Accessibility

TFL does not have accessible restrooms in the Outdoor Center. The bathrooms are in the basement of the Outdoor Center and there is not an

elevator or lift. There are accessible bathrooms in the nearby main lodge. TFL does host running and cycling and other skiing events that have more people than can be accommodated by the Outdoor Center bathrooms and those events are expected to arrange additional Port-A-Potties to be placed at the edge of the parking lot. SFL could arrange to have accessible Port-A-Potty(s) available for the week at the edge of the parking lot.

1. Pricing

TFL has invested heavily in our facilities and team to create the best Nordic area in Vermont and because of that has standard day pass pricing that is slightly higher than many other Vermont Nordic areas. TFL also recognizes that SFL is a nonprofit organization and that this is a large group that would be here all week and because of that TFL can reduce our retail trail pass pricing by 40% and retail rental pricing by 20% from current 2024-2024 prices.

This means our pricing for SFL would be as follows:

|  |  |  |
| --- | --- | --- |
| Item | Retail 2024-2025 Pricing | ***SFL 2028 Pricing*** |
| Adult Weekday | $30.00 | ***$18.00*** |
| Senior Weekday | $25.00 | ***$15.00*** |
| Adult Weekend | $35.00 | ***$21.00*** |
| Senior Weekend | $29.00 | ***$17.40*** |
| Adult Rental Weekday | $36.00 | ***$28.80*** |
| Adult Rental Weekend | $42.00 | ***$33.60*** |

TFL has made similar investments into our restaurant options and provides guests outstanding food and ambience at our Main Dining Room, Kaffeehaus, Bierhall, and

Slayton Pasture Cabin. Given the SFL estimate of 250 people for a daily lunch TFL would be able to accommodate everybody with two shifts in the Main Dining Room. Lunch would

consist of a daily Chef’s Choice sandwich, daily soup option, lemonade, and various

condiments. Vegetarian options would be available daily and a gluten free option can be prepared, if arranged in advance. The cost for lunch would be $25 per person per day,

inclusive of tax and gratuity.

1. Additional Considerations

*While TFL stands behind all details and prices contained herein, TFL would expect to have more in-depth conversations to make sure we were on the same page related to all the details. Some disclaimers include:*

* TFL could work with SFL to establish the exact date. TFL would not be able to host SFL during the MLK weekend or either end of the Presidents Day week.
* Any prices included would need the 6% VT sales tax and 1% Stowe local tax.
* TFL would need to make sure all participants are wearing a badge or pass identifying them as SFL participants.
* All details herein are valid for either 2027 or 2028, as we understand SFL is looking for a host venue for both years.

1. Summary

TFL is eager to continue this conversation and welcomes the opportunity to elaborate on any of these details. SFL representatives are welcome to come for a site visit and if arranged in advance TFL team members would be able to guide SFL on a full tour of the trails, Outdoor Center, dining room and other locations.

TFL has been the venue for thousands of satisfied event directors and participants over the years and we are confident we can make this a successful, memorable gathering for the SFL community.



**Ski for Light Montana Site Visit Summaries**

**BOZEMAN**

**June 26, 2024**

Our best hotel location in Bozeman would be a combination of two hotels located off Interstate 90, (only 15 minutes from the Bozeman Airport), the Best Western GranTree Inn & Days Inn. They are connected by a parking lot, so travel between the two would be reminiscent of the Rhinelander, WI event.

Here are the specs ~   
ROOMS:   
Best Western GranTree Inn 120 guest rooms (however 30 are daily contracted with Delta Airlines)   
Days Inn 113 guest rooms

MEETING SPACE:   
Best Western GranTree Inn 10,000 square foot ballroom, which can seat up to 344 at 8 foot rounds and still have two other meeting rooms, atrium, & courtyard available for special interest, sales, & info rooms. There is a small meeting room for 50 people at the Days Inn we could use for special interest sessions.

SKIING:   
There are several options to ski in the Bozeman area, all within the 45 minute one way travel time. Our best bet for SFL trails is the Cross Cut Mountain Sports Center. However, with grooming connections some of the other locations may work. None of these locations have a large enough lunch area, so tents would be needed. Crosscut Mountain Sports Center does have indoor bathrooms.   
Bozeman Nordic Ski Trails:

* [Bangtail Ski Trail](https://www.bozemancvb.com/attraction/bangtail-trail)
* [Blackmore Lake Trail](https://www.outsidebozeman.com/activities/hiking-backpacking/blackmore-lake-trail)
* [Bozeman Creek/Sourdough Canyon](https://www.bozemancvb.com/attraction/bozeman-creek-sourdough-canyon-23-km)
* [Brackett Creek/Fairy Lake Road Ski](https://www.bozemancvb.com/attraction/brackett-creek-trail)
* [Bridger Creek Golf Course](https://www.bozemancvb.com/attraction/bridger-creek-golf-course-7km)
* [Crosscut Mountain Sports Center](http://crosscutmt.org/)
* [Highland Glen Trail](https://www.bozemancvb.com/attraction/highland-glen-10-km)
* [Hyalite Canyon](https://visitbozeman.com/listings/hyalite-30-km)
* [Hylite Loop Ski Trail](https://www.bozemancvb.com/attraction/hyalite-loop-trail)
* [Lindley Park Dog Loop Ski Trail](https://www.bozemancvb.com/attraction/lindley-park-dog-loop-1-km)
* [Moser Creek Trail](https://www.fs.usda.gov/recarea/custergallatin/recreation/wintersports/recarea/?recid=81446&actid=91)
* [Olson Creek Trail](https://www.bozemancvb.com/attraction/olson-creek-trail)
* [Sacajawea Middle School](https://www.bozemancvb.com/attraction/sacajawea-middle-school-1-km)
* [Spanish Creek Trail](https://www.bozemancvb.com/attraction/spanish-creek-trail)
* [Sunset Hills Ski Trail](https://www.bozemancvb.com/attraction/sunset-hills-3.8-km)
* [Teepee Creek Trailhead](https://www.fs.usda.gov/recarea/custergallatin/recreation/wintersports/recarea/?recid=81183&actid=91)

**WEST YELLOWSTONE**

**June 27, 2024**

West Yellowstone is located approximately 2 hours from the Bozeman airport.

Here are the specs ~   
ROOMS:   
Holiday Inn West Yellowstone 124 rooms   
Overflow lodge options- both have enough overflow rooms to use one or the other.   
Three Bear Lodge, next door to Holiday Inn.   
Grey Wolf Lodge, sister property to the Holiday Inn, so complimentary shuttles are a possibility if negotiated.

MEETING SPACE:   
Holiday Inn West Yellowstone

* Ballroom -500 guests, 250 for banquet   
  Make it one large room or break the ballroom down into 5 different meeting spaces perfect for meetings of all types. Rooms are separated by walls and all have their own doors for privacy of your event. High speed internet is available in the rooms.
* Hayden Hall – 400 guests, 300 for banquet   
  This large exhibit hall, can be used for all events, perfect for trade shows and large gatherings. SFL would most likely use this for meals.
* Geyser – 100 guests.   
  Perfect for small meetings, groups, receptions or meals.

SKIING:   
The Rendezvous Ski Trails are where gold-medal grooming and reliable snow come together to create a Nordic skier’s dream. They have a Pistenbully Groomer, I saw parked in the garage!! Easily accessible from the town of West Yellowstone, Montana, the Rendezvous Ski Trails consist of over 35 km of gently rolling, beautifully groomed trails that wind through tall stands of lodgepole pine and open meadows.

Ski for Light, Inc.

Guide Recruitment Committee Report

Oct 8 2024 Board Meeting

The current Guide Recruitment Committee Members are:

Scott Bertrand

John Elliott

Marie Pacini

Erik Peters

Karen Ishibashi

The focus of this group the last 2 quarters was Recruitment of Guides for our International Event at Soldier Hollow Jan26-Feb 2 2025.

To help us get a better overall view of the Guide Numbers, Amy White provided us with several reports over different time periods (2-5 years, 6-9 years, etc. ) with guide names and total overall numbers. We planned to use this information to target various groups with personalized emails to encourage participation in our 2025 event.

The committee focused on:

1. Contacting various Nordic Ski groups nation wide to share information about the Ski for Light Organization, and to recruit guides.

2. Contacting the National Abilities Center based in Park City Utah. Our SFL flyer and 2025 Soldier Hollow event information was put into their monthly newsletter. The Volunteer Coordinator also contacted a group of local guides to pass along the Guide Recruitment information. As of this time, we don’t know if any of the the local skiers has registered.

3. Individually contacting all names which were provided on the Guide Application as “potential” SFL guides. There were 8 names, and 3 of these individuals have signed up as Guides, with a couple more “promising”.

Continuing work for 4th Quarter:

1. Attending Ski Swaps with the focus on recruiting guides. The Grand Nordic Ski Swap (local club in Grand County CO) is Oct 19 2024, to be held at Snow Mountain Ranch. Efforts will be made to educate the local ski public and hopefully create a large potential pool of guides for future events.

2. Contacting Guides from previous years who have not registered for 2025.

QUESTIONS:

**What is the target number of guides needed for our 2025 event?**

Future Plans:

1. Determine a more efficient overall plan for guide recruitment.

2. Send out an evaluation to the current guides re:

a) effectiveness of current recruitment efforts

b) suggestions for more efficient methods of recruitment

October 1, 2024

Report on the 50th anniversary Book

*Ski for Light at 50*

Laura Oftedahl, Editor

The book will be 6” x 9”. It contains 87 photos (all color except four black & white).

The soft cover will have the book title, editor’s name, and a silhouette–like illustration. On the back cover, there’s a nice description of Ski for Light.

It is organized into three parts: History, Events & Evolution, and People.

There will be a digital Daisy version and a braille version that will be offered for sale on the SFL website. All versions will have the same price, plus shipping for the print version. The publisher is also producing an e-version. Both the print and e-version will be for sale on Amazon, Barnes & Noble online and the Mill City Press website.

The digital Daisy version will be narrated by Kjell Bergh, Einar’s brother in Minneapolis/St Paul.

The print version should be out by the end of 2024; we should have all other formats to be available for purchase at the 2025 event. I am suggesting that SFL purchase 75 copies to sell in Provo.

We don’t know how many pages it will be, nor the price, because it hasn’t been typeset yet. These numbers are my best estimates: cost of the book is estimated at $25 - $28, and will consist of 175 – 225 pages.

Policy Manual Ad Hoc Committee Report

September 30, 2024

The Policy Manual Ad-Hoc Committee was appointed by the President in order to:

a. Examine and evaluate suggestions and concerns about policies contained in the current on-line Policy Manual;

b. Draft new policies for inclusion in the manual when warranted; and

c. Present recommended policy revisions and additions to the Board for approval and adoption.

The committee is chaired by Judy Dixon, with members Greg Cox, Tim McCorcle, Bonnie O'Day, and Larry Showalter.

We are presenting for Board action revisions to five existing policies, and the adoption of one new policy. All six of these new recommended policies are attached to this message, and are summarized below. The current version of each policy, where applicable, may be viewed on-line at www.sfl.org/board/policy.

The five policies for which revisions are being recommended, together with a short description of the changes being recommended to each, are as follows:

Policy A01 Selection of Event Site

Change: Slight modification to make it clear that while a single hotel is preferable, multiple adjacent hotels or buildings are acceptable when necessary.

Policy A02 Selection of Event Hotel

Change: Same as above, but also adds the requirement that when multiple hotels or buildings are used, one of the hotels must have a dining facility large enough to accommodate the entire group for breakfast and dinner in one location.

Policy A03 Cost of Participation

Change: The policy has been re-written to focus more on what costs should be included when determining the event fee, and less on the process of establishing the fee. As recommended in the revised policy, the fee should include the cost of room, meals and trail fees, but quite importantly, the policy gives those setting the price the authority to partially subsidize some of those costs in years when SFL reserves are healthy, or to include additional costs in the fee in years when such action is necessitated by the financial condition of the organization. In addition, setting the event price has been changed to be a group decision, not just a decision of the President.

Policy B03 Acceptance of VIP and MIP Applicants

Change: This re-establishes the practice of admitting VIPs and MIPs in waves, following certain acceptance criteria identified in the policy, rather than the practice used in recent years of admitting applicants in the order that they applied.

The recommended policy was how VIPs and MIPs were accepted to SFL events from back in the 70s and 80's up until about 2016. The practice was changed in 2016 to admitting VIPs and MIPs as they applied because VIP and MIP application numbers had fallen so low that SFL had to accept nearly every single applicant, in order to have enough skiers for the guides who had applied. There was no waiting list, just a concerted effort to convert VIP and MIP applicants to accepted applicants as quickly as possible.

Application numbers have risen sharply over the past four or five events, to the point where there was last year a lengthy waiting list of applicants, most of whom never got admitted.

This had the effect of giving later applicants, including many first-timers, no realistic chance of being accepted and attending the event.

Returning to the older policy will allow the application coordinators to evaluate the entire pool of applicants before making acceptance decisions, and to thus construct an accept class that is well balanced in all important ways.

Policy C13 Money Handling

Change: The policy has been cleaned up and re-written to correctly describe existing SFL practices in this area.

The one new policy being recommended for addition to the manual is:

Policy C24 Approval of Expenditures

During the 2024 Annual Meeting in Rhinelander, there was considerable discussion about several programs and plans that had been authorized by the President or Executive Committee, but about which the Board had not been informed or consulted. There was a general feeling that the President and Executive Committee needed to do a better job of informing the Board about their activities, and to also remember the limits of their authority at times. the result of these discussions was the following Board action:

Executive Committee Authority. Krista moved that the Board request the Policy Manual coordinator to come to the summer Board meeting with a (proposed) policy on presidential and Executive Committee approval authority including expenditure amounts. The motion was seconded by Larry. The motion passed.

The attached policy attempts to specify the intent of the SFL Bylaws, as they relate to financial authority. Also identified are the parameters about spending authority and limits, and approval responsibility for additional and new programs.

**Policy A01 Selection of Event Site**

**Purpose**

To establish the criteria that are important and necessary in the selection of an event site, and to specify the process for making the event site decision.

**Policy**

The ideal site for a Ski for Light week will meet five basic requirements:

* Will be located in a geographical area that has a history and probability of sufficient snow for good skiing during the planned time of the event.
* Is located within three hours of a significant airport.
* Has a hotel (or adjacent hotels within an easy and safe walking distance) sufficient to meet the needs of a Ski for Light event, as detailed in the separate policy on Selection of Event Hotel(s).
* Has a cross-country ski area, located within 45 minutes of the host hotel, that satisfies the requirements of the separate policy on trail design. If located somewhere other than adjacent to the host hotel, the area must also contain a lodge or other structure large enough to accommodate 250 people with a two-hour window for lunch and warming during the day, and have ADA wheelchair accessible restrooms.
* Is affordable, without a significant increase in the fees charged to participants.

The pool of sites suitable to host a future Ski for Light week will include, at any point in time, those sites which have hosted successful weeks in the recent past, plus any new sites that have been identified by the Site Selection committee. The generalized timeline and process for the identification and selection of a site for a future event are:

* At least 24 months in advance, the Site Selection Committee will work to develop a minimum of two prospective sites and submit requests for proposals to potential host hotels and ski areas.
* Approximately 18 months in advance, the President or his/her designee will submit a Request for Proposal to the potential host hotel and ski area associated with both sites, if needed. (See below for links to the most recent version of each RFP document.) If the site is a new one, or if changes may have occurred since the last SFL visit, a site visit will be scheduled and take place. The site visit team shall include an experienced blind skier and an experienced guide.
* At least 18 months in advance, the Executive Committee will decide which of the two sites under consideration should be selected and recommended to the Board.
* At least 12 months in advance, The President will present to the Board the recommendation of the Executive Committee and seek Board approval of the selection. The recommendation must include a detailed list of all deviations from existing policy. The Board must also approve any alteration to the traditional Sunday to Sunday seven-day event week configuration.

[Request for Proposal from Hotel](http://www.sfl.org/board/policy/rfph_20.doc)(MS Word format) revised 2020

[Request for Proposal from ski area](http://www.sfl.org/board/policy/rfps_20.doc)(MS Word format) revised 2020

[date adopted]

**Policy A02 Selection of Event Hotel**

**Purpose**

To establish the criteria and standards that are essential in selecting a host hotel for the SFL week.

**Policy**

The ideal hotel must meet several requirements to be suitable for the SFL week:

* Enough rooms to accommodate 250 to 300 attendees in an assortment of single and double room configurations.
* Enough ADA wheelchair accessible rooms to accommodate up to 10 mobility impaired individuals.
* Dining space sufficient to accommodate 250 to 300 attendees for meals, typically breakfast and dinner, seated together at one time for group meals.
* On-site food service facilities/kitchen with the ability to provide breakfasts/dinners.
* Sufficient meeting space for board meetings, morning sunrise meetings, up to three Special Interest Sessions daily, board reception, and a welcome reception and end of the week banquet reception.
* Information and sales rooms that are available during pre-event days to allow for setup and available throughout the week.
* A room in some venues for storage and maintenance of MIP equipment.

Priority should be given to sites that will hold all attendees in one hotel.

Multiple hotels within easy and safe walking distance may be used if necessary but one of the event hotels must have dining and banquet facilities big enough for all event attendees to dine and hold meetings together in that room. skiers and guides should not be housed separately in different buildings.

Other considerations that would make a hotel attractive for the SFL week, although not mandatory, are a heated indoor swimming pool, hot-tub(s) and workout facilities.

[date adopted]

# Policy A03 Cost of Participation

## Purpose

To establish guidelines for setting event fees for attendees.

## Policy

The event fee charged to attendees shall completely cover the costs of room, meals, and ski trail access at the event. Fees charged may be adjusted in consideration of the financial position of the organization.

If the financial position is such that a portion of the identified items may be safely covered by SFL from its reserves, the fee can be adjusted accordingly. In a similar manner, if the financial position of the organization requires that the fees charged to attendees partially cover additional event costs, the fees charged shall be adjusted accordingly.

The exact fees to be charged shall be determined, after consideration of the above factors, by agreement of the SFL President, the Treasurer, the chair of the Budget and Finance committee, and the Event Chair.

[date adopted]

# Policy B03 Acceptance of Visually‑and Mobility impaired Participants

## Purpose

To provide an equitable and orderly process for accepting participants to Ski for light.

## Policy

Those considered for the first wave of acceptances will be those who applied by the application deadline. The applicants normally included in the first wave of acceptances should be first year participants, Board members, essential members of Event and Board Committees, Guide Trainers, most foreign applicants, and companions of instructor/Guides in accordance with Bylaw 5 Section I. and N. Mobility Impaired Recruitment and Visually Impaired Participant Recruitment. The number of instructor/guides accepted will be the determining factor for the size of this first wave of acceptances.

If additional applicants can be accepted after the first wave, the general order of priority should be late applying first‑timers, those who have been involved in the operation of SFL in the past, those who have actively participated in skiing in past events, and finally, those who have attended a number of times without being involved in the work of the organization.

[date adopted]

**Policy C13 Money Handling**

**Purpose**

It is important that all money ***and non-cash donations*** coming into Ski for Light be properly accounted for, handled carefully, ***and in a timely manner***. This will ensure that no cash or checks are misplaced, and that donors and event participants are properly credited for their payment.

**Policy**

Generally accepted practices in businesses and nonprofits ***accounting principles*** require that cash ***/checks*** receipts be handled so that more than one person has knowledge and control of those receipts, ***that deposits to the appropriate SFL account be made in a timely manner***, and that ***to the extent*** practical, the same guidelines apply to other non-cash receipts.

This means that two people will always be involved in the receipt, accounting and depositing of cash ***check receipts***, and that when practical the same guidelines apply to non-cash receipts. It also means that someone different from ***the person or persons receiving the cash/check receipt*** is responsible for reconciling bank accounts and sending donation acknowledgements.

**Credit Card Procedures**

Credit card payments are deposited directly in the SFL bank account with initial notification from the credit card processor going to both the Treasurer and the Secretary or other designated SFL official (other than the Treasurer) via email, and that designated person keeps a record of the payment notification. The Treasurer notifies the applications coordinators, the fundraising coordinator/database manager and auction coordinator, as appropriate, that a payment has been received.

**Check and Cash Procedures**

Event participants' fees: **If accepted applicants do not pay their event fee via credit card online, they may pay via check. If paid via check, the applicant shall mail the check to the Treasurer, *or* *as directed* to the various applications coordinators who will *then* forward checks *in a timely manner* in batches to the Treasurer. The Treasurer records payments, notifies the Application Coordinators of the details of receipts, and deposits the payments in *a timely manner* in the SFL bank account.**

**Donations:** Donations and miscellaneous payments by check are mailed to SFL's Minneapolis address. The mail is forwarded to the SFL Donation Processor who opens that mail, records the check, and sends details to the Treasurer and others as appropriate. Checks are then deposited by that same person in batches, for deposit ***only*** after being stamped 'for deposit only'.

**Money at the Event**

Money at the event primarily comes in through the Sales Room, the Information Room, and Raffle Coordinator. Cash and checks are recorded each day and placed in the hotel safe, if available, by those people. Those people transfer the money and a listing of the amount and source to the Treasurer or other designated person for accounting and deposit. Cash and checks are to be deposited in SFL's bank account as soon and as often as practical to do so.

[date adopted]

# Policy C24 Approval of Expenditures

## Purpose

The purpose of this policy is to define the spending authority that the Board grants to the President, Treasurer, Executive Committee and Budget and Finance Committee.

The Ski for Light Constitution and Bylaws charges the Board of Directors, in Article IV. Board OF Directors Section 3. Authority and Responsibility, with managing the funds and property of the organization and with disbursing them in fulfillment of the corporate purpose. The Board is authorized to delegate these tasks to groups or individuals as it deems necessary.

The Bylaws of SFL contain four specific mentions of financial management of the organization that by inference have been granted to the individual or group by the Board, as follows: Bylaw 3, Duties of the Officers, Section A. President, Bylaw 3, Duties of the Officers, Section D. Treasurer, Bylaw 4, Powers and Duties of the Executive Committee, and Bylaw 5 Standing Committees.

## Policy

When the Annual Budget of SFL is approved by the Board, the President and Treasurer are authorized to commit the organization to each line item in the Budget, and to disburse the funds necessary, up to the level contained for that line item in the approved Budget.

If the anticipated cost of an item contained in the approved Budget will exceed the amount authorized in the Budget by 10% or less, that expenditure requires the advanced approval of the Executive Committee.

If the anticipated cost of an item contained in the approved Budget will exceed the amount authorized in the Budget by more than 10%, that expenditure requires the advanced approval of the Board.

If the actual cost of any item authorized in the Budget exceeds the budgeted amount for that item, The President or Treasurer shall first obtain the approval of the Executive Committee before paying the bill in question. If the magnitude of the overage is $1,000 or more, the Board shall also be notified. Care must be taken to not jeopardize the credit rating of SFL by delaying payment for services rendered beyond a reasonable amount of time.

If the President or Executive Committee wish to expend or authorize funds for any activity not authorized in the Budget, such activity and expenditure requires the advance approval of the Board.

The SFL President and Event Chair may each spend up to $100 on incidental non-budgeted items without prior approval. These expenditures may not exceed $500 for each per fiscal year for a total of $1,000.

Reimbursement of out-of-pocket expenses shall be governed by Policy C12, if the item for which reimbursement is being sought is contained in the approved Budget of the organization. If reimbursement is for an item not contained in the Budget, the above requirement for the approval of non-Budgeted expenses shall apply.

The role of the Executive Committee is to assist the President and Treasurer in pursuit of the authorized programs of SFL, as identified in the Budget. The Executive Committee may at any time recommend to the Board revisions to the authorized Budget to pursue new programs or initiatives. The Executive Committee has no authority to commit the funds of SFL, except as identified in this policy.

The role of the Budget and Finance Committee is to monitor and report to the Board on the financial affairs of SFL. The committee has no authority to approve SFL funds.

[date adopted]

Ski For Light Board Term Limits Proposal

August, 2024

1. Board members are encouraged to serve the remainder of their current Board term.
   1. After serving four (4) consecutive full four year terms, a Board member shall be ineligible to stand for reelection to the Board for four (4) years.
   2. For each current Board member, any previous Board terms served consecutively to their current term shall count toward determining the limit of four (4) consecutive Board terms.
   3. A partial term served does not count toward the total allowed four (4)consecutive terms.
   4. These term limits apply to all active board members.
   5. If the SFL President terms off the Board at the conclusion of a term as President, this person may serve one (1) additional two-year term in the position of Immediate Past President. In this circumstance only, the position of Immediate Past President shall be in an advisory capacity with no voting rights on the Board, on the Executive Committee or on any committees where membership is restricted to current Board members with the exception of the Nominating Committee. Upon completion of this two-year term, the Immediate Past President shall be ineligible to serve on the Board for two (2) years.
   6. It shall be the responsibility of the Secretary to keep track of years of Board service and advise the Board in writing after each Board election of the total years of service for each current Board member. Any dispute about an individual’s total years of Board service shall be discussed and settled by the Board at the next regularly scheduled Board meeting with the person in question invited to be present. Any such decision shall be noted in the official minutes of that Board meeting.