



## **Board of Directors Meeting Minutes**

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A regular Board of Directors meeting was held on 25/9/12 at 9:00 AM at the APSI office, 4/10 Gippsland St. Jindabyne, NSW.

Board Members Present at the meeting: Andrew Rae, Warren Feakes, Tom Mitten, Richard Jameson, Jason Clausen, Mark Dixon, Nigel Mills, Martin Firle

Apologies: Tom Gellie

Quorum present: Yes

Others Present: Alexia Colville

### **Proceedings:**

Meeting called to order at 9:14 AM by President Mark Dixon.

Mark Dixon was appointed chairperson of the meeting, and Alexia Colville was appointed secretary to prepare a record of the proceedings.

### **General Managers Report – Andrew Rae:**

5% increase in shop itself

Member base – about same numbers 750 members. Alpine had the largest participation although good increases in other areas as well. 584 “participations” in alpine – up on what it has been. Particularly in level one and level three. Level one public course, participation growing each year. Staff level one numbers lower this year. The level three alpine numbers were up – probably due to foreigners joining the APSI at that level. Pass rates hovering about the same as previous years - seems to be affected by quality of in house training at resort, or candidates not attending in house. Snowsport School need to reconsider how they want candidate lists for ticketing to make it less complicated process.

- The lowering of the number of NTC days is a concern and may affect the quality of training being provided in house.
- Problem with Baw Baw - complaint about how instructors are working in Baw Baw. Possibility that Baw Baw were charging for their in house training.
- Facebook use – complaint from Ross Taylor, comment about Buller weather on an APSI trainer’s personal Facebook page. Post was removed, apologised to Ross. Will

have to be discussed at trainer's coordination 2013 – trainers should be informed about using their Facebook page responsibly.

- Need to look at new uniforms this summer. Getting old/ worn out. Contact Spyder, Karbon and Vigilante. Shell jackets, T-shirts/ Fleece for warm weather/ Rain coats? 35 approximately would be required.
- Need new bibs – look at sponsors? 100 approximately required
- Interski new demo team, congratulations. Chose top candidates – slightly smaller team. If need reserves can go back to other's that tried out if needed. Look at uniforms for Interski at the same time as new trainer's uniforms. Separate fund for Interski donations to keep separate from APSI funds. Look at flight sponsors.
- Mark Dixon - Fundraising. Put in writing – clear description of what is raised for Interski and APSI funds kept separate.
  - Warren Feakes - This is done by essentially having a separate account for Interski money into which deposits from Interski raising activities are placed as well as donations etc. However there will also be costs to Interski account made on Credit Card and from Daily Account that have to be transferred from this account. Examples are group meals and drinks for trainers who volunteer their time at Spring Sessions etc.
  - Warren Feakes suggests that a contribution by APSI to Interski should be made as an annual transfer of funds from General Account to Interski Account rather than a large transfer every 4 years. To be discussed further at 2013 AGM.
- Further investigate APSI being an RTO – or fit APSI within the sporting framework because of relationship with S&SA. Maintain peak body status within Australia. Could have significant cost benefits from Government funding, grants for training. May have to be in partnership with another body, could affect ISIA status. Then other RTOs can purchase training package and introduce competition to the APSI. If APSI become RTO resorts would no longer be able to provide in house training as APSI would be the training provider and resorts are not ATOs. Approach QLD schools/ education department – inform them that APSI is peak body training provider. APSI needs better national recognition for APSI. Let ASAA discuss avenues for moving forward.

### **Technical Directors Reports:**

#### **Alpine report – Richard Jameson:**

See attached report.

Recommendations:

- Consider having a print version of snow pro again. Stay out in the public eye a lot longer, gets brand out to people that don't necessarily receive electronic version. Ask members to contribute to articles
- Sponsorship, look at updating marketing proposal
- Keep growing merchandise side of association. We need merchandise that is useable, think about having desirable merchandise in smaller runs
- Opportunity for further marketing of the Level One product
- Purchase pop up advertising banners for events
- Good use of radios at exams, Richard should be reimbursed for purchase of radios and keep them at the APSI office. New battery chargers required to be purchased.

Board votes to reimburse Richard Jameson for cost of radios.

- Smartphone App, for manual/ alpine progression books
- Richard J to look into costing to produce app
- Office procedures. Drop box working well
- Cost of accommodation. Standard procedure, contact person in every resort to approach first regarding accommodation.
- Nigel Mills will compile a list of resort contacts for APSI
- Resort entry, cost of resort entry. Communication between resorts/ ski school/ resort management

#### **Snowboard Report – Jason Clausen:**

See attached report.

Recommendations:

- Push beginning of season resits back to further in the season, probably after school holidays, improve advertising in resort for resits
- Stretch public level one course to four days. Allow more time for rider improvement, MA
- Organisation and communication of In house training bring; NTC day forward to allow all in house trainers to attend. Focus at trainer's coordination
- Promote to resorts – if you have enough candidates, we can run a course
- Level one earlier in Victoria in 2013 to allow candidates to move on to level two.
- Level one before school holidays
- Recommend Helmets for Level 4 – race, park/ pipe. Should be compulsory.
- Snowboard NTC position -position should be advertised for 2013

#### **Telemark Report – Andrew Rae on behalf of Tom Gellie:**

See attached report.

Recommendations:

- New telemark technical director to be voted in at the AGM 2013
- Richard Hocking to be appointed Interim Technical Director over summer 2012/13 until AGM

**Adaptive Report – Tom Mitten:**

Recommendations:

- All the adaptive trainers should come to 2013 Trainers coordination, get them up to date with changes in adaptive

**Nordic Report – Warren Feakes:**

See attached report.

Recommendations:

- Consider professional print run of a more professionally produced Nordic manual in 2014

**Snowsport School Directors Report – Nigel Mills:**

Nothing further to add to what has already been said.

**Resort Representative Report – Martin Firle:**

- Perisher only resort to provide questions/ reports for APSI Board Meeting.
- Perisher: Approx. 100 hours training being run a week over all disciplines. High attendance at Level 3 and lots of foreigners attending in house training
- Terrain park management plan, work safety and workers comp
- Resorts requesting APSI gain RTO status
- SS&A coaching course, went well. Interest in freestyle coaching course as well
- Jason Clausen – Opportunity for APSI coaches to attend NSWIS training at Sport & Rec
- Mark Dixon – Buller: 158 training sessions plus 6 APSI in house training sessions. Approx 400 hours over the season. Have had to diversify training, more emphasis on children's training, mandatory freestyle intro to park training sessions. Trying to grow adaptive, telemark and cross country training programs. In 2013 only new instructors with qualification will be hired, APSI will have to run Level one course (as per Elite, Ski Academy etc.) need to know numbers for APSI trainers staffing
- Helmets for everyone in Buller 2013 – Mark Dixon will confirm if APSI trainers need to wear helmets as well

**Treasurer Financial Report – Warren Feakes.**

See attached report.

- Not the best time of year for report. Warren will email the board a more accurate report at the end of October
- When you tally up the cost/expense of courses/ exams – we are only making \$12-\$14 profit from each candidate. That doesn't cater for the summer operating costs that need to be covered. Not enough - waited a number of years to increase prices appropriately and now has to be a big jump, or look at other revenue streams. Look at balance between course/exam prices going up and selling merchandise etc. We're working too close to the wire; all we need is a bad snow season
- Can we pay work cover nationally instead of state-state? Alexia Colville to look into alternative work cover providers.
- Follow up A Dunstone investigation with police – Mark Dixon to make enquiries

### **General Business:**

#### **Travel Allowances/ Payments:**

- Warren Feakes: Travel allowances - Began paying \$10/ hour travelled from 1 June 2012, artificially rising per kilometre rate and covering trainers for Work Cover while travelling.

Board agrees on hours driving time allowed for travelling to/ from resorts.

- Jason Clausen – Travel is not worth trainer's time, even at \$10/ hour travelled
- Warren Feakes – Paying trainers for travelling should cover them for time away from their resort when travelling for APSI
- Andrew Rae – Three issues APSI needs to look at: 3 issues, work cover obligation, cost covering use of personal car, loss of time compared to what trainer could be doing otherwise
- Warren Feakes – We should be making an effort as an employer to not schedule activities to force trainers to travel on a day off, or straight after training activity forcing them to travel overnight
- Andrew R – Resort obligations and APSI obligations means trainers will always have to travel overnight
- Jason C – If trainers do not travel at night time, we have to cover cost of accommodation as well as still pay travel next day anyway.
- Warren F – Industry standard on payment for travel varies between 40-50% of full wage.
- Richard Jameson – The issue for trainers is losing out on work for long travel distances, and having to travel so much in a season

Warren Feakes proposes APSI pay a flat rate for short haul travel and start to pay a rate of trainers wage for long haul travel.

Board agrees on short haul/ long haul rate. Anything over 4 hours will be considered long haul.

Warren Feakes proposes 50% of normal trainer rate to be paid for hours travelled.  
Richard Jameson proposes half day pay instead of per hour rate for long haul travel.

Board votes on \$10/ hour for short haul, ½ day on top of wages for long haul. Long haul is anything over 4 hours. Board will reassess rates at the end of 2013 winter season. These new rates are to be introduced as at 1 June 2013.

### **New ideas for 2013:**

#### *Website – improvements and fixes*

- Home page
- Checkout process
- Site map: move up more easily visible
- Automatic email through website
- Members only shop
- Content management system for home page
- TD access to change their discipline

#### *Car sponsorship*

Richard J & Mark D in discussion with Subaru and pitched them the benefit for Subaru. Requested 3 vehicles, end of May to end of October. Subaru are considering it and meeting with the importer of Subaru this Friday to decide. If they are interested we go to them with a solid proposal and if approved, sign 4 year contract. Also to discuss apparel with Subaru. Good opportunity to establish long term partnership.

#### *Membership service improvements*

- Online forum
- Physical Snow Pro
- Pro deals on website/ through APSI store
- Big calendars for resort locker rooms
- APSI member reunion - everyone who has been part of the APSI at some stage get together, use as an Interski fundraising event
- More proactive selling to ex-financial members
- Interski club - associate membership, you are involved in supporting the idea of interski, open to old members and the public, “club member” meetings at Thredbo weekly and a club event at the restaurant
- Training sessions in Japan/ Japan trip
- Google product to track website use

Thank you for attending and meeting closed at 5:05 PM by President Mark Dixon.