



True North Hostelling Association
O/A Hostelling International –
Canada – Pacific Mountain Region

BOARD OF DIRECTORS
MEETING SUMMARY

DATE & TIME:	Tuesday April 28, 2020 7:00 pm – 8:30 pm PDT	
PLACE:	Zoom Call	
PRESENT:	Meghan Trepanier	Chair
	Peter Nietresta	1 st Vice Chair
	Curtis Hemming	2 nd Vice Chair
	Lenore Neudorf	Director
	Kit Keener	Director
	David Bentley	Director
	Victoria Oppenlander	Director
	Steve Ahluwalia	Director (in camera session)
REGRETS:		
STAFF:	Alistair McLean	CEO
	Robb Cryder	COO
RECORDER:	Alistair McLean	CEO

1. **Call meeting to Order**

- M. Trepanier called the meeting to order at 7:01pm PDT.

2. **Approve the Agenda**

- M. Trepanier outlined the agenda for this board call.
- Discussion of the HI Q&O interim agreement; COVID-19 Report Update; the three financial scenarios and the CEO Recruitment process.

ON A MOTION DULY MADE: Carried Unanimously

BE IT RESOLVED THAT: the Board approves the board meeting agenda for the April 28, 2020 meeting as presented, is hereby acknowledged and ratified by the Directors of the Association.

3. **HI Q&O and HI PM Region Draft Interim Agreement**

- M. Trepanier provided a background of the drafting of the interim agreement.
- A. McLean provided further information on the latest version drafted by our legal counsel being reviewed at this meeting.
- P. Nietresta raised the concerns from the HI Canada President which A. McLean had responded to since.
- M. Trepanier advised that the HI Q&O Board along with the HI PM Region Board needed to approve this draft document.
- After a short discussion the Board agreed with the document as presented.

ON A MOTION DULY MADE: Carried Unanimously

BE IT RESOLVED THAT: the Board approves the Interim Agreement document between St. Lawrence Youth Hostel Inc./Auberges de Jeunesse du St-Laurent Inc. (HI Quebec & Ontario) and True North Hostelling Association (HI PM Region) as presented, which would come into effect if and when the merger between the HI Atlantic Region and HI PM Region is approved and the new HI Atlantic Region bylaws are registered and approved, is hereby acknowledged and ratified by the Directors of the Association.

4. **COVID-19 Report Update (Section 2 & 3)**

- A. McLean advised that a lease has been finalized with BC Housing for the temporary use of HI Victoria effective Thursday April 30, 2020 for 3 months with one-month renewals. Lease is based on the HI Vancouver Central lease.
- A. McLean referred the Directors to his report on Section 2 & 3
- A. McLean provided a short overview identifying some key items and changes since the previous report.

5. **Alternative Revenue Sources**

- M. Trepanier referred the Directors to A. McLean's report on Alternative Revenue sources.
- There were no follow up questions or comments on the report.

6. **Three Financial Scenarios**

- A. McLean referred the directors to the three scenarios and the assumptions for each – best case, most likely and worst case.
- R. Cryder provided an overview of each of the three scenarios.
- P. Nietresta asked whether the HI Jasper property taxes have been included which they have not been at this time and would need to be prorated as they potentially come into effect half-way through the year.
- P. Nietresta and D. Bentley expressed concerns that under all the scenarios presented, the Association's financial position at the end of the current fiscal year would be very challenging and noting that April is also traditionally a month

where we are drawing down on our accumulated funds. It was also noted that there are no guarantees of what summer 2021 will look like for revenues. Are there other ways to preserve cash.

- D. Bentley emphasized the importance of conserving cash reserves moving forward and asked about further property tax and national levy deferrals.
- A. McLean advised that yes, we have been negotiating property tax deferrals on those affected properties and that in BC the government has instituted a reduction on the school tax portion of the property tax.
- A. McLean had advised that in the two short term leases with BC Housing they will be paying for all utilities. V. Oppenlander asked whether these credits are accounted for in the scenarios. R. Cryder advised no as the HI Victoria agreement has been finalized only after these scenarios were created.
- M. Trepanier asked questions regarding the staffing levels in the report and the timing of the further reductions of work time and salary reductions for the remaining staff. A. McLean advised the current staff levels are in some cases carrying out maintenance work in a few properties, and managers are involved in the recovery planning process, preparing new standard operating procedures for the new normal pre and post vaccine. Staffing levels are being monitored weekly and will depend on opening dates. Government wage subsidies are in effect until mid-June and decisions will be made before then. R. Cryder stated that people are key to the industry and we need to try and keep as many of the current staff as possible. Managers will be needed a minimum of 2-3 weeks before a hostel opening.

7. Jasper Tax Assessment

- A. McLean responded to a request to provide an update on the HI Jasper property tax assessment.
- A. McLean advised that we have not received an assessment to date and is following up with the Town of Jasper. The Alberta Government has recently passed an order extending the property assessment appeal period to July 01, 2020.

8. CEO Recruitment Update & Nominations

- The Board went in camera at 8:10pm PDT
- The Board came out at 8:40pm PDT

9. Adjournment

- The meeting was adjourned at 8:40pm PDT.

Chair

Secretary