

Board Members and Associates
2005-2006



Fall Line Ski Club

Elected Board

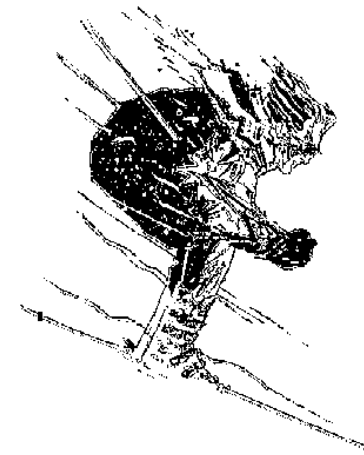
President Gilah "G" Respes
President Elect Mike Gilbert
President-Ex..... Patty Shearer
Secretary..... Nona Luce
Treasurer Dennis Halterman
Treasurer Elect Nicole Daisey

Board Positions

Bill Caden (*Winter Trip Chair*)
Joe Durkin
Beth Eilers
Bob Kossay
Steve Lange
Janice Lynch
Tony Robideau
Wayne Schofield
Carrie Silk (*ABS [Anything But Skiing] Chair*)

2005 — 2006

Membership Handbook



Fall Line Ski Club

P.O. Box 1535
Cherry Hill, New Jersey 08034
856/931-4462

www.FallLineSkiClub.org
mail@FallLine.org

*Year-round
social activities
for adults 21 and over*

*For more information about our club and activities,
visit our website at:*

www.FallLineSkiClub.org



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Originally conceived, designed and written by Dave Kerr

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OUR MISSION STATEMENT

Fall Line Ski Club has been incorporated to foster the spirit of good fellowship; to encourage, promote and increase, by organization, an interest in snow skiing among its members; as well as promoting and participating in other non-skiing activities in the off season which are conducive to the physical and mental development of its members.



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INTRODUCTION

In order to better serve the membership, Fall Line Ski Club has produced this Membership Handbook. This handbook is designed to give members, both new and existing, valuable information on how the club functions, some of its policies, and just general information. The information contained herein comes from many sources; the by-laws, the policies as decided by the board of directors, and mostly just years of experience participating in Fall Line Ski Club activities.

This manual is for the membership. Please feel free to comment on any of the contents, or lack thereof, to any board member or officer.

This booklet, along with a wealth of information, is always available on Fall Line's web page at:

www.FallLine.org



MEMBERSHIP

- You can sign-up at a general membership meeting, or through the mail. A membership form is usually part of the monthly newsletter or can be obtained from the club's web site.
- The membership year runs from May 1st through April 30th.
- Membership currently costs \$30. A \$5 discount on membership generally runs from May 1st through the SnoBall, which is held on the first Friday after Labor Day, in September.

Membership Meetings

- FLSC meets on the first and third Tuesday of each month. If July 4th falls on the first Tuesday, that particular meeting is not held.
- Meeting dates are published on the back of the membership cards.
- Meetings officially start at 8:00 PM, and are usually over by 11:00 PM.
- Membership meetings are open to members and non-members alike.
- All membership meetings are free and offer a cash bar, with the exception of the annual Holiday party (see Special Events).
- Meetings are primarily a social gathering, with the President making general announcements around 9:00 PM.
- Although trip sign-ups normally begin at 8:00 PM, some popular trips may generate a line prior to that. The trip leader may show up early and begin sign-ups to reduce the wait for those in line. "Line" numbers may even be distributed for extremely popular trips.
- Sometimes special events are held or guests will attend the



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Fall Line Ski Club

- Generally speaking, meals are not included on major trips except for European trips. In Europe, it can be quite expensive to go it alone on meals, so a meal plan (breakfast and/or dinner) is usually included. Check the trip sign-up form for details.

Tips

- Tips for skycaps are not included.
- For bus trips, tips for bus drivers are included.
- For meals included with the trip, check with your trip leader. Tips may or may not be included. Tips for items not included with your meal, such as beer or drinks, are not included.
- Tips for maids are not generally included with the price of our lodging. If you get daily maid service, about \$1 per day per person is appropriate. However, you are free to leave any amount you like.
- Tips for bus drivers who take us to and from airports and lodges are included.
- Ask the trip leader if unsure about whether a tip is included for something.

MISCELLANEOUS

- When checking into a lodge or hotel, a credit card imprint may be required for incidental charges or damage deposit. Usually only one per room or condo is required.
- Visa or Master Card may be used to make payments on trips. A fee will be added. This is what the bank charges FLSC for processing. A check is the preferred form of payment. Exceptions are, any late or last minute payments which must be paid in cash.

Fall Line Ski Club



meetings. These include, but are not limited to, ski patrol talks, ski tuning clinics, new product demos, physical therapists, and other activities.

- Meetings are currently held at The Elephant & Castle at the Clarion Hotel, Route 70 & 295, Cherry Hill, New Jersey.

SPECIAL EVENTS

SnoBall

- This is the annual fundraiser for the club.
- It occurs in September, on the first Friday after Labor Day.
- Tickets can be purchased in advance, or at the door (more \$), and serve as a raffle ticket.
- You can purchase as many tickets as you wish for extra chances to win prizes but you will need to buy at least one ticket for admission.
- Tickets can be sold on consignment by members of the club. Check with the SnoBall chairperson or the person in charge of SnoBall tickets for details.
- Many prizes, including spots on some of the club's trips, are given away.
- Dress is country club casual to semi-formal.
- There is a cash bar and food is available at an additional cost.
- A DJ is provided for entertainment.
- This event is open to the public and is an excellent event to bring prospective new members.

Holiday Party

- The annual Holiday party is usually held on the third Tuesday of



December—a regular membership meeting night—at a location announced in the newsletter, by email message and on a party flyer.

- Except for certain trips, ski club business is generally suspended for the party.
- Tickets must be purchased in advance, or reservations made via telephone prior to the party.
- Members and non-members are invited. Non-members pay a higher price.
- Dress is casual to semi-formal.
- Beer, wine, soda, and hors d'oeuvres or a buffet is usually provided.
- A DJ is provided for entertainment.

Spring Fling

- The annual Spring Fling is the end of season party where departing board members and officers are thanked, new ones are introduced, and awards are given out to deserving members for contributions over the previous year.
- It is generally held on the Friday of the third or fourth weekend in April. The location varies from year to year. Check the party flier or newsletter for exact date, location, time, and cost.
- Dress is semi-formal to formal. Generally suits or sport coats for men, dresses for ladies.
- Tickets must be purchased in advance, and are not available at the door. It is open to members and their guests. Guests (non-members) pay a higher price.
- A sit-down dinner including all beverages is provided.
- A DJ is provided for entertainment.



Major Trips

- If the trip is an international trip, get your passport updated early if necessary. Proof of citizenship is required for trips to Canada, however, a passport is easier.
- In addition to a passport or birth certificate, make sure you have the appropriate government issued photo I.D. (picture driver's license, etc.). This goes for all trips involving air travel.
- Plane tickets and trip shirts (if applicable) are usually distributed 1 or 2 meetings prior to departure. Plan to be there or contact the trip leader to make other arrangements.
- Optional activities include parties, races, sleigh rides, and an additional day of skiing. Check the trip sign-up sheet for specifics as to what is included, and what options are available at an extra cost.
- If a flight leaves from Philadelphia International, you are responsible for your own parking and transportation to and from the airport.
- Many trips to Europe will leave from a different airport, usually Newark International or JFK. In those cases, we will meet at a common place, and FLSC will provide a chartered bus to transport us to and from the airport. The trip leader will inform you as to meeting time and place.
- European trips often include an extra day of sight seeing in a city near our destination. Check the trip sign-up form or ask the trip leader for details.

Meals

- Occasionally, breakfast and/or dinner is included at our destination on bus trips. Check the trip sign-up form for specifics as to what, if any, meals are included.



stop for dinner on the way to our destination although the bus does usually stop at a major rest stop for a few minutes where you can buy some food to bring back on the bus.

- Beer, wine, and soda are provided by FLSC on the bus for both the way up, and the way back. Beverages are not to be removed from the bus for private use.
- Smoking and illicit drugs are not permitted on FLSC buses.
- Never place an open container in the overhead storage area on the bus. What a mess!
- Depending on accommodations, the bus may or may not be taking us back and forth from the mountain. Check the itinerary or ask the trip leader for details. If the bus is taking us to or from the mountain, don't be late. If you will not be taking our bus, inform the trip leader, as they will be counting people.
- On the day of departure, checkout before going skiing. Normally, a changing room is provided, one for males, one for females. Move your luggage into the changing room before going skiing. If unsure, ask the trip leader, or check with the front desk for specific rooms.
- Bus departure time back to Cherry Hill is normally around 4:00 or 4:30 PM. Check the itinerary for any deviation.
- Make sure you return from skiing in time to change and finish packing before the bus departs. If you wish to take a shower in the changing room, do so by 3:00 PM.
- Most trips will have a dinner stop on the way home. Generally, the bus will be quieter after dinner. A movie is usually shown.
- When the bus arrives home, be careful not to walk off with someone else's bag.



FINANCES

- The club's fiscal year runs from May 1st through April 30th.
- The club maintains a bank balance governed by the by-laws. This money is needed to make deposits on trips for which money has not yet been collected.
- Certain events may be subsidized financially, at the discretion of the board of directors. These are generally events for which there is no formal sign-up limit, like the Holiday party and the Spring Fling.
- A portion of the proceeds of the annual SnoBall is donated each year to the US Ski Team.
- A financial statement is printed in the Club newsletter following the close of the fiscal year.

BOARD OF DIRECTORS

- Fall Line Ski Club is governed by a board of directors and officers.
- The board of directors and officers operate under the guidelines set forth by the club by-laws.
- The board and officers consist of:
 - President-elect (first year of 3 year term)
 - President (second year of 3 year term)
 - President ex-officio (third year of 3 year term with 3rd year optional)
 - Treasurer-elect (first year of 2 year term)
 - Treasurer (second year of 2 year term)
 - Secretary (two year term)
 - Six elected board members (two year terms)



- Up to 3 appointed board members (one year terms)
- Terms begin on May 1st and end on April 30th.
- The board of directors meets on the second and fourth Tuesday of each month at approximately 8:00 PM. The location rotates among the active board members' homes.
- Any member of FLSC may attend a board meeting. Non-board members must notify the club president which meeting they will be attending.
- See the section on "Elections" for specifics about nominations and board elections.

ELECTIONS

- Each year FLSC holds elections to determine the board of directors who will manage the club for the following fiscal year.
- The elected positions that are open each year are:
 - President-elect
 - Treasurer-elect
 - Secretary (every other year)
 - Board member (3 each year)
- Nominations are held in the wintertime concluding with the second general meeting in February.
- The current President serves as the chairperson of the election committee. Anyone interested in running for a position should talk to the President.
- The general election is held during the second general meeting in March.
- The final ballot is placed in the March newsletter. Ballots may be cast in person, by mail or through the club's web page.
- Short bios, which are requested from candidates, are also published in the March newsletter and on the web page.



day, 5 out of 6 day, etc.

Luggage

- All luggage should have personal I.D. tags to identify your luggage, regardless of whether it is a weekend bus trip, or a weeklong major trip. Many ski and boot bags are similar, and it is easy to pick up someone else's bag if not marked.
- Major trips will use an additional colored tag to identify our group, as well as the specific destination for the trip. This will help get your luggage to the correct place in the unlikely event there is a problem.
- Pack efficiently. You are basically limited to 2 pieces of luggage (ski and boot bags together *may* count as one), plus a carry on. ***Check with your trip leader or the airlines for current guidelines.*** The overhead storage on the bus is very small. To check an extra bag on a plane can carry a significant charge, especially on international flights.

Bus Trips

- Weekend bus trips leave from the Barclay Farms Shopping Center on Route 73 at 6:00 PM sharp on Friday nights. Three-day trips sometimes leave on a Thursday night or return on a Monday night. Check sign-up sheets for correct date AND time of departure. Directions or maps are available at the trip sign-up table and on the web page. Arrive at least 30 minutes early to assure prompt departure.
- A bus seat assignment list is available at the sign-up table. If you do not sign-up on the list in person or by mail, the trip leader will assign a seat. Bus trips are a party on wheels.
- An itinerary for the trip, if applicable, will be distributed on the bus.
- Dinner is not provided on the bus, and the bus normally does not



cancellation fees. These amounts may be affected by whether or not you are replaced on the trip.

- Cancellation penalties and dates are driven by our contracts, and are outlined on the trip sign-up form.
- If a refund amount is known, it will be distributed as soon as possible. If cancellation occurs close to the trip departure date, or if penalties are unknown at the time of cancellation, this may cause delay in distributing a refund. All refunds will be distributed no later than the closing of the trip's finances.

Accommodations

- Whether the accommodations are condos, hotels, or bed and breakfast type places, lodging is sold on a double occupancy basis.
- Specific bedding configurations (i.e., 2 beds per room, king sized bed, etc.) are not always available.
- The trip leader is responsible for the rooming list. The trip sign-up form will ask if you have a preferred roommate. If you have specific people with whom you would like to share a condo, please let the trip leader know at the time of sign-up.
- If you do not request a specific roommate or condo mates, the trip leader will assign you to a room/condo. ***The trip leader will do the best they can to match you with someone compatible and give you your bedding configuration preference.***
- Occasionally, the trip leader will have to make last minute rooming adjustments. These things happen and are not the trip leader's fault, so please bear with them.

Lift Tickets

- Unless otherwise stated, all FLSC trips include lift tickets. Check the trip sign-up sheet for specifics - 2 day, 4 out of 5



NEWSLETTER

- FLSC publishes a newsletter called the "POWDER EXPRESS". It is published and mailed monthly to members of the club.
- The newsletter contains a message from the President, trip schedules (ski and non-ski), a membership application, trip articles, and other miscellaneous club information.
- Any member may submit an article to the newsletter. Contact the newsletter editor or newsletter liaison (listed in the newsletter) for submission of articles. E-mail is the best way to send articles. The editor's E-mail address is listed in the newsletter.
- Outside organizations may advertise in the newsletter, at the discretion of the board of directors, for a nominal fee.
- The Editor reserves the right to edit for content and/or spelling.

COMMITTEES

- FLSC events are planned or managed by committees. They are made up of a chairperson (from the board), and a variable number of committee members (both from the board and the general membership).
- The committees consist of:
 - Winter trip** - Plan ski trips.
 - Summer trip** - Plan summer, hiking, softball and other non-skiing activities.
 - SnoBall** - Organize and run the annual SnoBall fund-raiser.
 - Finance** - Analyze the finances of the club.
 - Membership** - Manage the clubs membership sign-ups and



services.

Newsletter - Edit, publish, and distribute the newsletter.

Welcoming/Hospitality - Run welcoming table at general meetings.

General meeting events - Plan special events and guests.

Holiday Party/Spring Fling - Organize and run the Holiday Party and Spring Fling.

Election - Plan, organize, and conduct elections.

By-laws (when deemed needed) - Recommend changes to the by-laws.

- Any member wishing to participate in a particular committee should seek out the chairperson, or a board member if the chairperson is not known.

TRIP LEADERS

- All trips run by FLSC have a trip leader.
- Trip leaders are volunteers from the general membership. Board members may only run trips with special authorization by the board.
- See the winter or summer trip chairperson if interested in running a trip.
- The main responsibilities of a trip leader are:
 - Attend meetings and take sign-ups and money
 - Organize special events on the trip, such as races (if applicable)
 - Provide itinerary and other information for trip participants
 - Run the trip



and bus companies as stated in our contracts with them.

Payment schedules for participants are generally designed around the requirements set forth by those contracts. Check the trip sign-up sheet for specific payment schedules.

- Final payment on major trips is usually due 60 - 90 days prior to departure. On bus trips, 1 - 2 meetings prior to departure is normal.
- A late penalty may be assessed for failure to make timely payments. If a waiting list exists for the trip, you could be "bumped" off the trip.
- Due to demand, FLSC may choose to expand some trips to allow more people to participate. Availability at our destination and changes in airline prices may cause the price of the additional spots to be different from the price listed on trip material, including the newsletter.
- Although FLSC tries its best to accurately price trips, some changes to final price may be necessary. This is particularly relevant to European and Canadian trips, where fluctuations in the value in the dollar can affect the final price. Other miscellaneous charges, like airport fees, can also be levied at the last minute, and are beyond the control of FLSC.

Cancellations

- You are not considered canceled from a trip until confirmed by the trip leader.
- In general, FLSC charges a \$25 cancellation fee, and/or expenses incurred by the club. These amounts can vary from trip to trip and are sometimes not known immediately. These expenses consist of, but are not limited to, airline ticket name change fees, airline ticket cancellation fees, and accommodation



Waiting List

- If a trip is full, a waiting list is started on a first-come first-served basis. \$50 is required to hold a spot on the waiting list.
- As space becomes available, those on the waiting list will be contacted, in order, by the trip leader. You are not considered on the trip until you have spoken to the trip leader, and he or she has received your full deposit.
- You may cancel off the waiting list at any time and get a full refund, without penalty. If you sign up on the waiting list during the early sign-up discount period, and you eventually get on the trip, you will receive the discounted price.
- Once you have confirmed with the trip leader that you are off the waiting list and on the trip, you are responsible for keeping up with the payment schedule, and for any cancellation penalties as stated on the trip sign-up sheet should you subsequently cancel.

Sign-up By Mail

- Mail sign-ups are allowed only after the close of the first night of sign-ups. If the trip is full when your sign-up form is received, your name will be placed on the waiting list.
- Mail sign-ups consist of a full deposit and a completed sign-up form. Forms can be obtained from the club web site at www.FallLine.org
- If you are not a member, your membership must be obtained at the same time you make your deposit. Please make out a separate check for your membership. Membership forms are also available on the web site.

Payment Schedule

- FLSC must make payments to tour operators, lodges, mountains,



- Write trip articles for the newsletter
- Close out the finances of a trip with the treasurer
- Detailed responsibilities and policies on running ski trips are contained in the Trip Leader's Manual, distributed to all ski trip leaders.
- A trip leaders meeting is held each summer for ski trip leaders, to acquaint new trip leaders to the process, and to refresh experienced trip leaders.
- Trip leaders must pay in full for a trip, following the same payment schedule as trip participants.
- Trip leaders receive an expense reimbursement for running a trip. The amount of the reimbursement is determined at the beginning of each fiscal year by the board of directors.
- Expense reimbursements for trip leaders are not distributed until the trip finances are closed, and the trip article submitted to the newsletter editor.

WEBSITE

- FLSC is on the web. Come visit us at www.FallLine.org
- You will find the following at our Website:
 - Recently announced club news
 - E-mail
 - Summer and winter trip schedules
 - This membership handbook
 - By-laws
 - Links to ski resorts and skiing related sites
 - Membership information including an application
 - Maps to meetings and bus pick up point



- Sign-up sheets for the ski trips
- Merchant discounts
- On occasion, Fall Line will mass e-mail all members with last minute announcements or offers. Any mass e-mailings must be approved by the board and distributed by our Web-Master.

SUMMER TRIPS

- FLSC runs a variety of non-skiing activities to keep the membership involved all year.
- Summer activities typically include, but are not limited to:
 - Softball barbecues (every second and fourth Thursday, May through August)
 - Golf Weekend in the Poconos (June and October)
 - Hiking (Oktoberfest hike and others)
 - Biking (big one first Saturday in June)
 - White water rafting
 - Rollerblading
 - Camping and Canoeing (July or August)
- Information on specific events can be found in the newsletter, at the Welcome Table, or on the Website.
- Members are encouraged to put forth ideas for trips or to run a trip - see the Summer Trip Chairperson.

SKI TRIPS

This section is intended to provide a summary of policies and general information regarding FLSC ski trips. In all cases, this section is superseded by the trip sign-up form, and/or any other information disseminated by FLSC about a trip.



Sign-up

- Major trips (those with airline transportation) usually open in July or August.
- Bus trips usually open 3 to 4 meetings prior to trip departure.
- The official opening date for any trip is listed in the newsletter.
- Although meetings officially start at 8:00 PM, popular trips will sometimes generate a line before.
- Sign-ups are on a first-come first-served basis.
- You must be a FLSC member to go on a FLSC ski trip. Exception: members of other Eastern Pennsylvania Ski Council ski clubs may go on FLSC trips as non-members, however, only if a trip is not full. Members of FLSC have first priority on any available spots.
- A member can sign-up up to 2 participants, including him or herself. If you are signing yourself up for the trip you may sign up one other person. If you are not signing up yourself then you may sign up two other people.
- A per-person deposit is required at sign-up to secure a spot on the trip. Check the trip sign-up sheet for details.

Early Sign-up Discount

- All trips have an early sign-up discount. For bus trips, this is usually \$20. For major trips, \$30 - \$40. Check the trip sign-up sheet for details.
- For bus trips, the early sign-up discount usually applies only to the first meeting the trip is officially open. For major trips, the discount usually applies to the first two meetings the trip is open.
- The early sign-up discount applies to the total price of the trip, not the deposit amount.