



**Minutes - EXECUTIVE MEETING  
HOLLYBURN CROSS COUNTRY SKI CLUB  
Saturday, March 12, 2016, 7:00 to 9:00 p.m.  
2701-1189 Howe Street, Vancouver**

**Present:** Nancy Hill, Andrea Hay, Dave Morris, Doug Grimes, Birgit Weaver, Jake Weaver, Dirk Rohde, Mo Handford, Byron Henry

**Regrets:** Morna Fraser, Corinne Mounce, Yoel Guttmann

- 1) Review of agenda and past minutes
  - a) Meeting called to order: 7:06pm.
  - b) Discussion of minutes from previous meeting: noted that title should be corrected to “minutes”.  
Motion to accept minutes: moved by Birgit; seconded by Dave; approved by all.
  
- 2) Fundraising
  - a) David Helliwell outlined a number of fundraising ideas to support club finances, reduce dependence on volunteers, and help establish a more stable funding structure. A general discussion followed. Ideas considered included letting non-volunteering members pay more, encouraging club alumni to contribute; and seeking larger corporate and/or private donations.  
**MOTION: That the club executive agrees with David’s approach, subject to approval via email prior to any particular initiative. Moved by Doug; seconded by Dave; approved by all.**
  
- 3) Program Reports
  - a) The Jackrabbit season began with lower than normal registrations, but saw numbers increase as the snow arrived. The program ended up more or less full, and with what appears to be a strong group of skiers. Several ideas for improvement were discussed, including different volunteer positions, and the need for increased coaching support and mentoring. More coaches need to be able to teach skate skiing. Could Bob Putnam help in this regard, or could the club use more race team retirees?
  - b) Track Attack experienced a very good season, with substantial improvements noted in all skiers. Racing within sessions proved popular, and even “non-racers” began to enjoy it. The development program for TA has changed, and now features clear criteria for each skier. In order to achieve more consistency in our groups, Andrea will put together a 10-session plan for TA coaches, which can also be shared with weeknight coaches. A transition to running/training activities will take the program into June, followed by a summer break and some social hikes.
  - c) The racing team this year featured good participation in races, and in results.
    - i) High performance highlights included Annika Richardson participating in the Youth Olympic Winter Games, and Anna Goodwin competing in Germany and Switzerland on a CCC-sponsored competition tour.
    - ii) The BC Championships was a very good event for us, and saw second tier athletes make big improvements. Thanks are due to all the volunteers.
    - iii) Plans for the summer plans are not yet set, although it would be good to start planning now in terms of employing Graham again for next season. Other summer plans include talking with Mike Cavaliere who is interested in establishing a training centre at WOP for

crosscountry, biathlon, and Nordic combined disciplines. WOP may have enough stored snow to set up a two km track for November. Before then, there may also be glacier skiing in the summer.

iv) The club needs to continue trying to negotiate with WOP in order to simplify issues surrounding season passes, and hosting/organizing races.

d) Adult and coaching programs

i) The adult program ended up with eight or nine participants. Should the club offer this program again next year? Might be better to re-deploy Bob Putnam to something more impactful.

ii) The club organized a number of coaching courses, but struggled to get numbers. A proposed course in April courses received just two responses. The course will run if the numbers are there.

4) Past/Upcoming Events

a) P'ayak. Club volunteers did an amazing job to put on two events in two weeks; many thanks to all involved. The Sunday kids event is problematic; would it be better to just have a kids event at Cypress instead? Or perhaps look to move to the jump area at WOP? Or just offer a new kid-friendly distance option as part of the P'ayak? More discussion needed.

b) BC Championships were a great success, as noted. The banquet went very well, although the club needed to recruit more people to attend. The venue and the food were good, and the medal presentation format proved very effective.

c) A Hollyburn club spring event is proposed for early April and will see members of the race team host and interact with TA and Jackrabbit skiers.

**ACTION: Jake and Morna to work on this event.**

d) Volunteer Appreciation Night will be held April 15, likely at the Two Lions restaurant/pub.

**ACTION: Dave to look into additional venue options.**

5) Financials

a) 2016/17 Fee Structure. This topic will require further discussion beyond this meeting.

i) Noted that the base cost to running the club (including coach training, CCBC, administrative costs, van operation and maintenance, and hut costs) is about \$40,000 per year.

ii) A fee of about \$180 per child would cover these base costs. General discussion and agreement that all program fees (Bunnies, Jackrabbit, TA, and race team) could be raised, perhaps by as much as 20%. An increase will be discussed at a future meeting.

**ACTION: Mo will talk to Corinne about applying for a gaming grant.**

iii) Mo would like to retire from her role as Treasurer, but will stay on until the next AGM. The club will also need to temporarily replace Nancy Hill for one year, perhaps by splitting this role in two: one to handle classes/coaches, one to do special events.

**ACTION: Mo to write treasurer job description, and talk to Morna with respect to identifying possible replacement candidates.**

6) Current Club Issues

a) Introductory meeting/welcome event for new families would be a good idea for the Fall. This is already done for TA and race team families. More discussion needed.

b) Next steps for strategic planning will be discussed at the next meeting.

c) Risk Review Subcommittee: Doug gave comments to Dave, who will edit, and fold into the policy and procedures document. This material will be included in the presentation to coaches at start of each year.

7) Next meeting: May 10, 7pm, at Morna's home.