



**MINUTES - EXECUTIVE MEETING
HOLLYBURN CROSS COUNTRY SKI CLUB
Monday April 23, 2018, 7:00 to 10:00 p.m.**

Present: Karen Inman, Dave Morris, Dirk Rohde, Joanne Fenwick, Birgit Weaver, Jake Weaver, Morna Fraser, Andrea Hay & Shannon Harris

Regrets: Nancy Hill, Heidi Horlacher

1. **Review of Agenda and Past Minutes** – Move to accept minutes. (Dave/Joanne). All approved.
2. **Program Reports**
 - Jackrabbits – season ended well, valuable feedback on athletes from coaches, Heidi will receive information for kids entering TA, 30+ kids moving up to TA, children must be able to skate ski before they move up.
 - Track Attack – will send welcome email to 2008 athletes for upcoming season (develop with input from Joanne/Jake/Nancy), summer dryland is ad hoc through summer with occasional hikes/trail runs, practices start in fall, annual scheduling meeting with Morna, Nancy & Jake to be held in mid-June once competition schedule is released, subcommittee meet April 15 to review season and identify opportunities for upcoming season-minutes of subcommittee will be forwarded to the group **ACTION: Shannon to work with Andrea/Heidi with updating website and introduction to TA manual.**
 - Adventurers – season went well, Bob Sokol led group, did an overnight-many did the P'ayak.
 - Racing Team – race season went well, younger team showed promising results at BC Champs and BC Games, 4 athletes qualified for BC Talent Squad, discuss with Heidi who is moving from TA to race team-review of guidelines needed for early entry into race team and expectations, training is about to start for next year with 4 day camp at Sovereign Lake on May 12, 2018, beginning of May starting regular dryland training, Level 10 strength training fitness starting mid-May (club subsidizes), backpacking trip in August, **ACTION: Jake to determine Level 10 training costs and pass onto Karen.**
 - Adult Program – The group was small (4) but the program was well received. Sunday morning technique sessions taught by senior club coaches.
 - Coaching Coordinator – coaching clinics booked with CCBC-notification to be sent to coaches (including Adventurers), coach refresher course will be offered again with club camp in November, will work with Heidi and Joanne on a number of initiatives for the coming year (emergency card for coaches, welcome packages for new families, TA report card), volunteer role document will be updated for September

registration, Dryland Coaching by university graduates-remuneration approved by Treasurer; \$16/hr with a minimum of 2 hours, procedure for managing will review (tracking & approval).

3. Past/Upcoming Events

- Volunteer Appreciation – held on March 16th, 35 people attended; Friday night was a challenge for some to attend so consider hosting in mid-Feb on a Sunday night, include on next year calendar so people know in advance.
- Hollyburn Fun Day April 8th – went well & was well organized; race team kids were skiing with other kids and guiding them through course; with notice could probably get more kids out.
- CCBC AGM/Workshop – May 12th in Kamloops; Dirk attending; if another member is interested in attending confirm with Dirk by May 2 (expenses are covered by Hollyburn). **ACTION: Dirk to forward agenda to executive.**
- NorAm/World Junior/ U23 Trials-2018/19 – Dec. 13-16, 2018 at WOP, volunteers needed, combining Coast Cup is difficult for volunteers, potential to include younger athletes on Saturday-Sunday not recommended by Jake, accommodations are limited, need to apply for hosting grant **ACTION: Morna to follow up with CVXC Treasurer Sue Collins.**
- 2020 or 2021 World Junior/U23 Championships – Jake being asked by CCC if we are still interested in this; Hollyburn needs volunteers; Level 1 officiating course needed; volunteer need to be encouraged to do CC and NorAm.

4. Financials

- Gaming Grant – grant for 2019 due May 31; Karen submitting similar request as previous years, previous fiscal documents were submitted in November 2017.
- Budget Update
 - Snowball fundraiser-funds not yet received by club; discussion needed if Snowball fundraiser is necessary every year.
 - Registration fees-this year 57 people paid this fee; suggestion to look at the registration structure.
 - Outstanding costs – some outstanding expenses for teen coaches.
 - Athlete Support-2 applications to be received; policy needs updating; submissions needed. **ACTION: Jake to email 2 athletes to submit applications.**
 - Adult Paid Coach- should be on budget.
 - Potential surplus for fiscal; potential for additional allocations
 - Suggested additional allocations
 - Emergency Cards for Coaches-**ACTION: Nancy to discuss budget need.**
 - Certification of van drivers-Class 4 **ACTION: Jake/Dave to identify additional drivers and determine budget needs.**

- Reorganization of Wax Hut-**ACTION: Morna to ask Andrew Gitt to build benches with storage beneath for wax hut. Morna to submit budget to Karen. Morna to coordinate removal of hotbox with Mark Forder.**
- Acquisition of additional jackrabbit skis-recommendation of equipment manager; **ACTION: Nancy to facilitate order.**
- Ski ties-**ACTION: Jake to double order for ski ties-1000 pairs @ \$5.00.**
- Racing team test skis-**ACTION: Jake to get Graham to manage selection and obtain quote for submission to Karen.**

5. Current Club Issues

- Traffic Control at Cypress – Dave had discussion with Jenn Dickie-traffic control is from base ops; stops every vehicle which leads to congestion; **ACTION: Dave to continue discussion, explore use of Hollyburn stickers to expedite flow**
- Midget Champs Discount - maintain \$50 discount per athlete.
- Pre-WOP Discussion - Morna, Jake & Nancy to meet with WOP prior to June meeting to inform/guide WOP policy development; **ACTION: Morna to contact Nadine to schedule meeting (to attend).**
- Sigge’s Closure – Closure impacts Jackrabbit coaches meeting & ski swap that is usually held there; suggested hosting at Mollie Nye House; Gear swap at initial Track Attack meeting and potentially at AGM, **ACTION: Andrea to pass booking contact to Joanne, Jake to talk to Bob to get approval for gear swap at AGM.**
- Title sponsorship of P’ayak - sponsor needed for future events.
- Nakkertok Exchange- communicated Hollyburn interest for the next exchange, as they are setting up with Black Jack Ski Club for this coming year. **ACTION: Jake to put Heidi in touch with Hardwood Hills Ski Club in Ontario.**
- Foodsafe Course - **ACTION: Dirk to send contact to Morna. ACTION: Morna to organize a Foodsafe Course for club members who will be preparing food for club events.**
- Club Secretary - Shannon Harris has volunteered; (Morna/Jake) all approved;
- Club Clothing (windproof training jacket) - available 2 weeks after order placed; mid-June pictures of jackets are available, samples available in August, will be available for AGM. **ACTION: Jane Pike to obtain samples from distributor.**

6. New Business

- Nordic Racers- no longer have vehicle to transport athletes and have asked if they can “borrow” the van to transport para-athletes to WOP for a fee; are they CCBC registered athletes? Insurance/liability concerns need to be investigated-**ACTION: Jake to investigate liability concern and Dave to obtain more details.**
- Ski Mountaineering Race Night-Dave will to try to organize for next year;
- Toques-**ACTION: Jake to look at redesign for next year.**

7. Next Meeting Monday, June 25, 2018

8. Meeting adjourned at 10:00 pm.