

**MINUTES-EXECUTIVE MEETING  
HOLLYBURN CROSS COUNTRY SKI CLUB  
Monday, September 10, 2018, 7:20 to 9:45 p.m.**

**Present: Dave Morris, Dirk Rohde, Morna Fraser, Joanne Fenwick, Heidi Horlacher, Karen Inman, Shannon Harris, Nancy Hill (on phone), Jake Weaver, Birgit Weaver, Andrea Hay**

1. **Review of Agenda and Past Minutes** – Move to accept agenda and minutes (Dave/Joanne). All approved.
2. **2018/19 Season**
  - Registration Update-Saturday am has 10 coaches registered, Sunday am has 20 coaches, Sunday pm has 1 coach, weekdays have 13 coaches-10 for Thursday (6 exclusively for Thursday), racing has 2 coaches. Dave will coach Masters. Dirk to amend registration system to ensure weekday coaches are dedicated coaches-eg they are not also weekend coaches. **ACTION: Joanne will send email for more Jackrabbit coaches after early registration closes. ACTION: Nancy to contact coaches regarding availability for Tuesday or Wednesday after early registration is closed. ACTION: Heidi to send reminder email to Track Attack for registration.**
  - Requests for 3.5 year old to register, however this is not an option with the club.
  - Courses-Jake is coordinating a 3-day waxing course with Graham for Monday Sept 24 plus two evenings in November-nominal fee of \$30 to cover wax costs.
3. **Past/Upcoming Events**
  - AGM, Club Buy Night and Ski Swap – October 18 **ACTION: reports from each program coordinator and coaching coordinator to be submitted a week ahead of the meeting. ACTION: Dirk to distribute powerpoint presentation from 2017 AGM for individuals to update. ACTION: Jake to check if Emily is available to give a presentation at AGM.** Club Buy night/Ski Swap should start at 6:00-7:00 and AGM at 7:30-8:30. **ACTION: Dave to work with Bob for planning and Bob to forward any details for Dirk for inclusion in AGM notification email to club. ACTION: Dave to coordinate supplies, food and refreshments for AGM.** Encourage people to advertise on Hollyburn website prior to AGM. Notice of AGM is to be sent to membership two weeks prior to the AGM (October 4, 2018).
  - NorAm / World Junior Trials / U23 – December 13-16
    - Sponsorship Coordinator-day sponsors needed; **ACTION: Dirk to check with Jeneen Sutherland for suggestions for personnel.**
    - Discussion on Hollyburn sponsorship of NorAm event
    - Call for organizing committee volunteers.
  - Coast Cup #1 – December 2 **ACTION: Dirk to send out volunteer notice.**
  - Payak – February 23 New sponsor is being solicited.
  - Volunteer Appreciation –**ACTION: Nancy to book Luppulo Brewing Company for Friday March 8.**
4. **Financials**

- Budget is in preparation stage. Gaming grant application is still in review phase. Cypress credit must be used by mid-October. **ACTION: Coordinators to send budget requests to Karen by mid-September.**
- Wage Increase for paid coaches-current rates are \$12, \$14 and \$16, depending on years of experience. **MOTION: To increase the wage by \$1.00 to \$13, 15, and \$17.** All in favor. PASSED.

#### 5. **Current Club Issues**

- Traffic Control at Cypress – Dave discussed option of Hollyburn sticker to identify club members to facilitate more efficient traffic flow. Dave to confirm if Cypress will have a passholder sticker or if club to supply a sticker.
- Wax Hut Steps-Dave is currently rebuilding the steps, to be finished at end of week.
- Emergency Cards – Cypress will print emergency cards, same material as ski pass cards. Cost will be \$1.50 each, one for each coach. **ACTION: Nancy to send Dave the information to include on the emergency card. ACTION: Joanne will create a binder with parent emergency contacts available in the Cypress ticketing office. ACTION: Coordinators to have a copy on hand at WOP events.**
- Foodsafe Course-October 27 at Laura Lynn Lodge, pizza provided. **ACTION: Morna to coordinate. Send invite to all Hollyburn members.**
- Zone4 course-TBD **ACTION: Dirk to send course information to executive.**
- Discussions with WOP Discussion on fee changes. Stadium rental \$275
- Ski Club Exchange-Hardwood contacted by Heidi.
- Club Clothing – Coordinated by Jane Pike. Fit kit for racing suits to be provided for Dryland regional camp and AGM; price to stay the same for athletes. Warm up suits; Jane Pike has fit kit booked for AGM. **ACTION: Karen to link Jane Pike with distributor for jacket fit kit. ACTION: Jane to confirm if store can manage direct order.**
- Club Emails and Privacy – try to use blind cc.

6. **New Business** - Dryland regional camp has 9 UBC athletes who are not part of club, suggestion that they register with Hollyburn club. **ACTION: Jake to put athletes in touch with Corrine.**

7. **Next Meeting** Nov. 19, 2018 7 pm.