



**EXECUTIVE MEETING  
HOLLYBURN CROSS COUNTRY SKI CLUB**

Monday, March 3, 2014, 7:30 to 10 p.m.

**3376 William Avenue, North Vancouver**

**Attendance:** Morna Fraser, Barb Meihuizen, Birgit Weaver, Dirk Rohde, Dave Morris, Mo Handford, Byron Henry, Mark Johnson

**Regrets:** Jake Weaver, Kurt Foellmer, Alison Heath.

**1) Welcome & Review of Past Minutes**

- a) Meeting called to order: 7:41pm
- b) Review of minutes of previous meeting: date corrected to January 13
- c) Minutes approved with change noted above. Motion by Morna, seconded by Birgit.
- d) Added to agenda: Race team logos on van; discussion of recent jackrabbit accident; new five year planning process; contract for Chris.

**2) Program Reports**

- a) Jackrabbits
  - i) Discussion of accident and injury to child this past Sunday on Rollercoaster trail. May be desirable to treat Rollercoaster as a one-way trail. A reminder should also go to all coaches regarding skier safety, especially on steep trails or sections of trails.  
**ACTION: Morna to follow up with Cypress regarding the accident, any possible one-way designations on trails.**
  - ii) One more fun day (make-up session) scheduled for Jackrabbits next weekend.
  - iii) Birkebeiner day/event could use better organization, co-ordination. **ACTION: Dirk to follow up with Alison to see how to improve this event for next year.**
- b) Track Attack
  - i) BC Midgets: needs to be better promoted to club membership, and better organized. One family is interested in assuming a leadership role with respect to this event for next year. **ACTION: Barb to follow-up with interested family.**
- c) Adventurers
  - i) Program going well; participants are having a lot of fun. Recent cabin-sleepover a great success.
- d) Racing Team
  - i) A lot of activity recently, including Coast Cups 2 and 3, BC Cup 2, Stake Lake training weekend, Western Canada championships in Prince George, the BC Winter Games, and the BC Championships where Hollyburn earned a second place (aggregate) finish. We had 30 athletes, including masters, competing at that event.

- ii) Nationals are coming up March 15–22 in Corner Brook, Newfoundland; 10 Hollyburn skiers will be competing.
- iii) Overall, the team has enjoyed a very good season.
- e) Adult Program
  - i) This program has gone well and has returned a small profit to the club. Chris will submit an invoice to Mo for his coaching payment.

### 3) Various Club Issues

- a) Policies and procedures manual
  - i) This document is essentially finished. A small correction needed with respect to changing “alumni racers” to “university/college racers”. **ACTION: Birgit follow up with Russ.**
  - ii) Discussion over references to medical forms in the manual, and whether coaches can – or should – carry skiers’ medical forms with them during sessions. This procedure is not required by CCBC, but coaches do need to know about specific health issues for any given skier. **ACTION: Barb to contact CCBC to discuss best policy, procedure.**
- b) 5 Peaks – Volunteer sharing
  - i) Discussion of request from for-profit race group that Hollyburn consider providing 30 volunteers for each race in return for nominal fee and small number of free race entries. The Board agrees that this proposal is not in the best interests of our club.
- c) True Sport
  - i) Not discussed in Alison’s absence.
- d) Biathlon Trial Day
  - i) Morna to co-ordinate special Hollyburn day, March 15, at Whistler Olympic Park. Day pass and biathlon fee to be included in price. The club could cover 50%, or a flat portion such as \$10. The invitation will only go to club members. **ACTION: Morna to co-ordinate this club biathlon event with WOP.**
- e) Contract for Chris
  - i) Contract for Chris now received. Chris also conducted two additional coaching technique sessions.
- f) Season pass credit with Cypress
  - i) The Cypress credit will be applied to the club’s hot chocolate bill. **ACTION: Barb and Mo to follow up with Cypress.**
- g) Hollyburn logos on race team van
  - i) The new van needs club and sponsor logos applied (including Cypress Mountain); Century Signs can do this work. **ACTION: Dave to follow up with Cypress and Century Signs.**

### 4) Financials

- a) Not all costs yet accounted for, but the Club’s finances are on target for an operating deficit of about \$16,000, with about \$40,000 in the bank at year-end. At that point, we should pursue provincial grants to help with club activities. Discussion of how potential grant funds could be used; operating expenses are eligible. Grant requests are due at the end of May. **ACTION: everyone to send ideas/suggestions to Mo.**

- b) Discussion of payment to Kajsa as per procedure outlined in December minutes. Process for elite club athletes to request support reviewed, and the issue of additional expenses incurred by coaches attending regional and national-level events also discussed.

**ACTION: Jake to ask Kajsa to send letter to the Club board requesting support.**

#### **5) Past/Upcoming Events**

- a) BC Winter Games and P'ayak
  - i) This year's P'ayak was the best organized so far. Good feedback; entries down slightly, likely due to the weather and the BC Winter Games happening at the same time. Whether to continue the P'ayak as a two-day or single day event in future should be considered.
- b) The BC Winter Games cross-country ski event was very successful, thanks to good work by volunteers and great co-operation from WOP. Noted that not all Winter (or Summer) Games spots are filled in all sports due to zone qualification structure.
- c) Lantern Ski
  - i) Coming up this weekend; registration closes Wednesday.
- d) Volunteer Appreciation – April 4
  - i) The volunteer appreciation event will happen on the evening of April 4 at the Hollyburn Lodge. The event was well-attended at this venue last year, and received good feedback. **ACTION: Dirk to check with Tammy if she would like to organize the event again this year.**

#### **6) New Business**

- a) The club should consider re-visiting and revising its five year strategic planning process. Discussion of creation of existing plan, and how to approach this time. This process should occur during the off-season, and input from the general membership should be sought.

#### **7) Next meeting**

- a) April 7<sup>th</sup>, 7:30pm; Morna's house.