



**DRAFT MINUTES – EXECUTIVE MEETING  
HOLLYBURN CROSS COUNTRY SKI CLUB  
Thursday, September 4, 2014, 7:30 to 9:45 pm  
3376 William Avenue, North Vancouver**

**Present:** Dirk Rohde, Yoel Gutmann, Jake Weaver, Birgit Weaver, Morna Fraser, Dave Morris, Byron Henry, Andrea Hay, Kurt Foellmer, Mo Handord, Barb Meihuizen

**Regrets:** Mark Johnson

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

- a) Meeting called to order 7:40pm.
- b) Review minutes of June meeting; minor edits to add “championships” to Midgets reference, and correct “large” warming tent typo.
- c) Motion to accept amended minutes: moved by Birgit; seconded Morna; approved by all.

**2) 2014/15 Season Prep**

- a) 2014/15 Dates
  - i) AGM: October 15, 2014. **ACTION Dirk to check if Bob at Deep Cove Outdoors can host.**
  - ii) Registration dates. Discussion of possible registration opening dates. Need to edit last year’s form (less health-related questions/fields; add t-shirt sizing). **ACTION: Dirk and Barb to update the Zone4 website; send email to last year’s registrants; include mention of new youth coaching opportunity.**  
**ACTION: Morna to draft text re: junior coaching for the registration email.**  
**ACTION: All to proof read updated registration site.**
- b) Sigges ski swap. Typically happens in early November. **ACTION Dirk to check with Anders regarding possible dates.**
- c) Website: Junior coaching information to be added to site. **ACTION: Morna and Byron to draft text, Barb to update website.**
- d) T-shirts or alternative. Discussion of appropriate give-away for the upcoming season. General consensus that some kind of T-shirt (either short- or long-sleeved) would be good.  
**ACTION: Mo to check on suppliers.**
- e) Club clothing. Discussion around pricing for club clothing; any subsidy? Also, new person needed to take care of buying club clothing. Perhaps a race team parent? **ACTION: Yoel will get samples in time for AGM, and will help orient new person.**
- f) Coach vests. New vests, or similar, needed to help identify coaches during sessions.  
**ACTION: Yoel to see what Hayman/Podiumwear might carry.**

**3) Financials**

- a) 2014/15 fees. Discussion of last year’s financial results, and how to use the new gaming funds grant. One possible use of gaming funds would be to hire a Track Attack coach. The need for improved ventilation of the clubhouse was also discussed. Membership fees will be \$25 per person, or \$80 per family.  
**ACTION: Everyone to consider possible uses for grant funds.**  
**ACTION Jake to prepare race team budget.**

**ACTION: Jake, Morna, and Mo to discuss possible Track Attack coach position, funding.**  
**ACTION Yoel to investigate what other clubs are doing with respect to ventilation.**

- b) 2014/15 budget preparation. Final budget for upcoming season will need to be finalized, pending preceding discussions and decisions.

#### 4) Past/Upcoming Events

- a) Nakkertok Exchange. This exchange was very successful, and a big hit with all the kids. Discussion of doing another exchange with a different club next year.
- b) AGM. Discussed earlier in the meeting. **ACTION: All to forward to Dirk ideas for a speaker, prize draw.**
- c) Coast Cup #1 happens December 1<sup>st</sup>.
- d) NorAms will take place December 20/21. **ACTION: Everyone to find/suggest volunteers, who should contact Dirk.**

#### 5) Various Club Issues

- a) Program Coordinator replacement. Nancy Hill may be interested in this position. **ACTION: Morna to contact Nancy.**
- b) Board membership. Barb will no longer be a member-at-large, but will continue as registrar. Dave will continue on the Board as a member-at-large.
- c) Masters' program: Decision made to leave pricing the same as last year.
- d) Program review committee: **ACTION: (going forward from last minutes) Jake and Morna to meet along with new co-coordinator.**
- e) Coast Cup sessions. Discussion of incorporating Coast Cup dates as part of Jackrabbit and Track Attack programs. Bunnies can still attend even though they can't race; their regular sessions, with additional fun activities, can take place at WOP. Coast Cup #2 happens December 17, with #3 taking place the following day on the 18th. Discussion of possibility of club subsidizing the race fee? More discussion needed.
- f) Long-term Strategic Plan. A tentative date of October 26 was set for the brainstorming meeting, with a follow-up for the executive on November 16. Club members need to be invited to the October session. Depending on facilitator availability may need to push this process to later dates. **ACTION: Morna to confirm dates with Barb Grantham.**
- g) Track Attack launch event. October 19<sup>th</sup> is the tentative date. **ACTION: Morna and Andrea to confirm dates, book Sutherland school.**
- h) Teen coaches. Minimum age of 14; must have ICC, CC.
- i) Track Attack assistant coach. Martin Utley helped with Track Attack training in summer, and would like to stay involved. Club should pay him for coaching through the fall, provided he obtains coaching credentials. **ACTION: Jake to discuss with Martin.**
- j) Van logos update. All done; Dave just needs to send invoice to Greg Gardiner for \$500 donation.
- k) Risk Review Subcommittee. Dave has started to compile a list of identified risks; still in development and further analysis needed. **ACTION: Dave to consult with Birgit.**

#### 6) New Business

- a) Jessica could lead a CC course for possible teen coaches. Verna asked Jake if there is anyone in the club who would make a good learning facilitator for the CC courses. **ACTION: Everyone to forward names to Jake.**

#### 7) Upcoming Meetings

- a) October 6, 2014. 7:30pm.
- b) Meeting adjourned 9:44pm.