



**MINUTES – EXECUTIVE MEETING  
HOLLYBURN CROSS COUNTRY SKI CLUB  
Monday, February 16, 2015, 7:30 to 9:30 p.m.  
3376 William Avenue, North Vancouver**

**Present:** Dirk Rohde, Yoel Guttmann, Birgit Weaver, Morna Fraser, Dave Morris, Byron Henry, Andrea Hay, Mo Handford, Mark Johnson, Nancy Hill, Jake Weaver, Barb Meihuizen

**Regrets:** Kurt Foellmer

**Guest:** Reid Carter, CCBC board member

- 1) Review of Agenda and Past Minutes
  - a) Meeting called to order 7:49 pm
  - b) Reviewed minutes of January meeting
  - c) Motion to accept minutes: moved by Birgit; seconded Dave; approved by all
  
- 2) Program Reports
  - a) Jackrabbits – the program has done about as well, and as much, as can be expected given the conditions. On the positive side, families and skiers have gotten used to travelling to WOP, and the two Coast Cup events proved largely popular. The challenge going forward is how to end the season. T-shirts need to be handed out and coaching evaluations made.
  - b) Track Attack – The move to WOP was also well-received by this group. Further, about 50% of Track Attack participants have raced, and enjoyed it. Because of the lack of snow, weeknight dryland training was re-started, and included an introduction to intervals. Some other events may be arranged, such as a climbing night at The Edge. Looking ahead to the fall, it may be possible to hold dryland sessions in Vancouver as well as the North Shore.
  - c) Adventurers – Some Adventurers entered one or both of the Coast Cups. Also, this program recorded its best-ever turn-out for the cabin trip with a total of 14 participants.
  - d) Racing Team
    - i) Things have been going well, although with obvious challenges to training. A group went to Kelowna for the Family Day weekend, and an opportunity to train with the Telemark club. Additionally, the team has gone to WOP frequently.
    - ii) Over 20 skiers went to both the Prince George and Revelstoke BC Cup events: a good turn-out. The Western championships in Canmore also saw about 20 Hollyburn athletes participate and post strong results across the board. Finally, over 30 athletes will attend the BC Championships in Kelowna over the February 20<sup>th</sup> weekend (over 40 including Masters and Track Attack skiers).
    - iii) Four Hollyburn racers are going to the Canada Winter Games later this month. Emily Weekes, a para-Nordic athlete new to skiing, has posted impressive results in high-level races in Utah and Wisconsin, and stands a good chance of making the national development team.
  - e) Adult Program – The turn-out/participation rate for this program has been very uneven.
  
- 3) Past/Upcoming Events

- a) Coast Cups #3 and #2 – January 18 and February 14. Coast Cup #3 went very well, with over 150 Hollyburn athletes competing, while just over 100 attended Coast Cup #2. Additional activities may be needed to accommodate Atom racers and make the trip worthwhile, since their events are so brief.
- b) Midget Championships – February 7/8. Dirk attended this event as a technical advisor. A total of 32 Hollyburn athletes attended: 23 Track Attack participants, with Jackrabbits accounting for the balance. It would appear that Hollyburn skiers need to further develop technique, particularly in skating. Our double-poling was also not very strong. On the positive side, our 2004 boys did well in the classic events, and all skiers had a lot of fun and enjoyed a strong club spirit and atmosphere. The Strathcona club holds a fall dryland camp; it would be a good idea to attend and learn about their training approach.
- c) P’ayak – February 28 and March 1. The snow conditions, and forecast, do not bode well for this event. A final call will be made on February 22 to either go ahead (if it has snowed); to postpone until mid-March if the forecast calls for additional snow; or to outright cancel this year’s event if no snow is foreseen.

**ACTION: Morna to check with Frankie re: food/catering for P’ayak, if needed.**

#### 4) Current Club Issues

- a) Low snow conditions.
  - i) Dirk has already received one or two emails from club members enquiring about possible program refunds.
  - ii) It was noted that the club has had four program-days on-snow, and that alternate activities have been arranged. Discussion also focused on the question of possible refunds versus credits (for next season) for program participants.  
 MOTION: moved by Yoel, that the club articulate a no-refund policy, and communicate that stance to members; seconded by Morna; approved by all.  
**ACTION: Barb to find out what Cypress is doing with respect to season pass holders.**  
**ACTION: Byron to prepare a rough draft of an issue of the “Stride” newsletter, with the lead article explaining the executive’s position and reasoning on the refund issue. Board members will contribute additional articles.**
- b) CCBC events, bylaw changes
  - i) CCBC board member Reid Carter reported that the association has received a number of applications for the new Executive Director position. Several strong candidates have been identified.
  - ii) The CCBC by-laws have been re-done to bring them into line with the best practices of other Canadian sports bodies (particularly Cross Country Canada); to provide a better structure for directors (chair positions, for example); and to better define director qualifications, term limits, nominations, and elections. A key change is the creation of the new, paid position of Executive Director to run all aspects of CCBC on a daily basis. The new by-laws are on the CCBC website; an Extraordinary General Meeting will be held March 15 to approve the new by-laws.
  - iii) Discussion noted the many improvements the new by-laws will support in terms of the functioning of CCBC.  
 MOTION: moved by Jake, that the Hollyburn board vote to approve the new by-laws by means of an email vote after board members have had a chance to examine the new by-laws; seconded by Morna; approved by all.  
**ACTION: Dirk to call an email vote sometime in the following week.**
- c) T-shirts. Discussion of how to distribute this year’s club t-shirts. The P’ayak, if it proceeds, might be a possibility, as might a “sports day” activity at Sutherland high school (a potential Jackrabbit/Track Attack dryland activity).

- d) Coaching Coordinator position. Discussion of the need to replace Mark in this role.  
**ACTION: Morna and Barb will provide text for an article seeking applications for this board position in the upcoming issue of Stride newsletter.**
  - e) Risk Review Subcommittee. Dave sent out a link to a Google Docs spreadsheet, which is the first draft of a risk management document. The governance section needs to be fleshed out; board members should also add identified risks, and include their initials on any additions/edits.  
**ACTION: Dave to permit edits to the document; all to add contributions, edits.**
  - f) Contracts and timesheets for teen coaches. Discussion of hours to be credited to teen coaches. General agreement for: 2.5 hours per Cypress/WOP weekend sessions; 3.5 hours for Coast Cups. Teen coaches who helped at the recent Midgets event should be paid for all hours worked.  
**ACTION: Morna to send dates/times to Nancy.**
  - g) Technique sessions for coaches. Noted that Birgit had volunteered to provide these sessions; not likely to happen now, given conditions at Cypress.
  - h) Coaches' vests. Yoel has been in consultation with both Sugoi and Stormtech. For a variety of reasons, neither has worked out. He will continue to seek a supplier for these vests, although this is not an urgent project at the current time.
  - i) Jackets for Jasper. These down jackets will now cost \$150, and feature 200 grams of down. We have the fit kit, and Zone4 has been set up to take club orders.
  - j) John Heilig's departure from WOP. The board agreed that the club should recognize John's work with a small gift. He will remain at WOP until the end of March.  
**ACTION: Jake to write a letter of appreciation; Morna to buy a \$100 restaurant gift card**
- 5) Financials
- a) A recent van service cost was covered by the dealership in the form of a \$600 service credit; this amount covers the advertising fee for the dealer logo on the van.
  - b) Tent frame needs to be fixed.  
**ACTION: Andrea/DJ to pursue repairs.**
- 6) New Business
- a) Jake reported that Graeme McLean, a former national team wax technician, would be interested in working more closely with the club's racing program on a paid, part-time basis. Graeme has outstanding experience and knowledge, and could greatly benefit the racing program.  
**ACTION: Jake to investigate funding options; confer with Mo regarding financial implications; and bring this issue back to the board for further discussion.**
  - b) General discussion and agreement that it would be a good idea for the club to have additional team van drivers, beyond just Dave.  
**ACTION: Dave to contact other race team parents who might be willing to obtain the required class 4 license.**
  - c) Volunteer Appreciation Evening. April 11 is a possible date for this event.  
**ACTION Morna to look into possible venues; everyone to suggest ideas.**
- 7) Upcoming Meetings – April 20, 2015, 7:30 pm.