



**MINUTES - EXECUTIVE MEETING
HOLLYBURN CROSS COUNTRY SKI CLUB
Wednesday, August 31, 2016, 7:00 to 9:00 p.m.
3376 William Avenue, North Vancouver**

Attendees: Dirk, Morna, Andrea, Birgit, Jake, Mo, Dave, Doug

Regrets: Corinne, Byron, Nancy, Jo

1. Review of Agenda and Past Minutes

Dave moved, Andrea seconded, all approved with minor corrections.

2016/17 Season Prep

2. Registration

MORNA ACTIONS:

- Morna to finalize volunteer role descriptions.
- Draft an email to send out to club members telling them to let friends know how to join the Hollyburn programs.
- Contact Jeneen about making a press release for the North Shore News to let the public know how to join Hollyburn programs.

DIRK ACTIONS:

- Dirk to fix the website so new members can input their contact info directly into zone4.
- Send out new member email.
- Finalize all details for the registration.

Registration dates: Dirk will try to move up early registration to start Sept 5-25, Regular Registration Oct 2-9

3. Website updates:

Volunteer Positions: **ACTION** Morna will update descriptions based on the discussion.

ACTION: Nancy to indicate which positions are already filled.

Program Dates for Jackrabbits: Start Dec 3,4 until March 4,5 for 11 weekends

ACTION: Andrea or Nancy to update?

**Note: conflict with Midgets and P'ayak, therefore limited need for an older kid program.
What about child care options for the Saturday?**

Adventurers: ACTION: Morna to ask Dave Holloway about Adventurer program dates for the website.

Adult Masters Program: ACTION: Jake to check with Bob Putnam about his interest in running this program or helping coach coaches etc.

University skiers. Jake has made contact with Capilano U, UBC and UBC about the potential to include University racers in the Hollyburn Race team Program. Interesting discussions have taken place between Jake and SFU and UBC Goal: Review previous events; prep for upcoming events; plan for volunteers

5. Executive member succession: Treasurer retirement. Search to replace Mo. There have been problems with sending out a second email regarding the Treasurer position. We have a resume and Morna will follow up.

Yoel is retiring. Decided not to replace this member at large position.

ACTION: Dave Morris volunteered to take on the clothing coordinator position.

Hollyburn needs a second CVXC Rep. Morna volunteered for this role.

6. UPCOMING DATES

- AGM date set for Wed Oct 19 at Deep Cove Outdoors. **ACTION:** Dave Morris to confirm if that works for Bob.
- Nov 19/20 Hollyburn on snow camp
- Sun Oct 23 TA meeting at Mollie Nye
- Sun Nov 6 Jo Fenwick to run the Jackrabbits Coaches Meeting
- ICC and CC courses are all posted
- Officials Courses: Level 1 – Nov. 5; Level 2 – Nov. 19/20
- Coast Cup – November 27
- Westerns (CVXC) – January 20-22, 2017. Friday: only Midgets and older. Sat and Sun Atoms and up.

7. Financials (20 min)

- Grant Applications are delayed, so no word on the gaming grant.
 - 2016/17 Budget and Fees: Only a little over a week between registration and AGM.
- ACTION:** Send Mo the new program fee structure to incorporate into budget estimates.

8. Current Club Issues

- Strategic Planning: Final draft distributed. Send Morna and further edits/comments
- Fundraising (follow-up with Jeneen)
- Risk Management Document. Send additional suggestions to Dave.

9. Club clothing

ACTION: Jake to look into buying new Sauce headbands

ACTION: Mo to look into ordering more tattoos for team races

ACTION: Dave and Andrea to look into florescent technical shirts for dryland training

ACTION: Dave to ask Yoel about timeline for purchasing Hollyburn uniforms

10. Next Meeting Monday September 26th at 7:30 at Morna's

11. Meeting adjourned at 9:45 pm