



**MINUTES - EXECUTIVE MEETING  
HOLLYBURN CROSS COUNTRY SKI CLUB  
Monday, September 28, 2016, 7:30 to 9:30 p.m.  
3376 William Avenue, North Vancouver**

**Attendees:** Dirk Rohde, Morna Fraser, Andrea Hay, Birgit Weaver, Jake Weaver, Mo Handford, Dave Morris, Byron Henry, Karen Inman, Joanne Fenwick

**Regrets:** Corinne Mounce, Nancy Hill, Doug Grimes

**1) Review of Agenda and Past Minutes**

- a) Karen Inman introduced (new club Treasurer); also Joanne Fenwick, who is filling in for Nancy Hill.
- b) The minutes of the previous board meeting require a few typo corrections.
- c) Motion to approve previous minutes as amended; moved by Birgit; seconded by Jake; carried.

**2) 2016/17 Season Preparation**

- a) Jake has been in talks with the head trainer at Level 10 Fitness with respect to developing a strength training program for the race team athletes. The cost to each athlete would be roughly \$15 per session. Jake will determine the interest among the team members
- b) As for club registrations, Saturday and Sunday morning are almost full. The number of coaches for Sunday afternoon is low, as well as for Tuesday afternoon. Wednesday and Thursday evenings are ok in terms of number of coaches.

**ACTION: Morna and Corinne to send out email to club membership seeking additional coaches.**

- c) Club Treasurer: Mo will work with Karen in order to hand over the treasurer duties.
- d) The Adult Masters program may need to be cancelled if no coach can be found. As a thanks for coaching this program last year, the club will give Bob Putnam a small gift.

**ACTION: Morna will purchase a \$100 gift certificate.**

- e) Coaches' training: Bob Putnam is willing to put on a training session for club coaches. November 18/19 at WOP may work.

**3) Past/Upcoming Events**

- a) The Westerns will be held at WOP January 20-22, 2017. Coast Cups 2 and 3 are also scheduled for that weekend. The club needs to encourage lots of volunteers to get out and support these events.
- b) The club's Annual General Meeting will happen October 19 at Deep Cove Outdoors. "Buy night" will start at 5pm, with the AGM following at 8pm. Mo will present the financials and budget for next year, and also discuss the rationale for increased fees. The draw prize will be a P'ayak registration. As for a guest speaker/presentation, race team members could talk about their glacier camp experience.

**ACTION: Jake to arrange for race team speakers.**

- c) Coaching and officiating courses: November 5 for level 1; November 18/19 for level 2 officiating. (Dates are on website calendar).

**4) Financials**

- a) Grant Application: Mo reported that the club's grant application has been processed and a decision made. We should know the full details by the end of the month.
- b) Mo provided profit/loss information for the previous year. All told, the club ran only a slight deficit (less than we'd budgeted for). She noted that the club needs grant funds in order to keep operating as we would like.
- c) 2016/17 Budget and Fees: If nothing changes in terms of registrations in each category (compared to last year), and assuming no gaming grant is received, the club might face a deficit of some \$15,000. Preparation of a final budget needs to await final registration numbers and a detailed grant decision.

## 5) Current Club Issues

- a) Club paid passes: these need to be decided on a case by case basis.  
**ACTION: Morna to follow up with the individuals concerned.**
- b) Morna and Jake reported on their recent meeting with Tim Hope of WOP. Discussion included the need to recognize Hollyburn as a local club, and the possibility of providing reduced rate or free passes to BC team members and coaches. No commitment was made, but Tim indicated he will get back to us. Other topics included Coast Cups, P'ayak, and the possibility of hosting NorAms.
- c) Club Clothing: Jane Pike and Dave Morris will handle club clothing, and have been briefed by Yoel.
  - i) The club will go with Hayman/Jakroo for warm-up and race suits. Fit kits should be available at the AGM.
  - ii) The race team will get headbands. Jake is handling this.
  - iii) TA kids would like fluorescent t-shirts. These would also be available for the general membership to buy; ordering could be done through Zone4.
- d) Strategic Planning: this document is nearly ready to post on the website.  
**ACTION: Birgit to edit.**
- e) Risk Management: **ACTION: Dave to liaise with Corinne to publish this document on the website.**
- f) Fundraising: **ACTION: Jake to follow up with Janine, who will handle communications for this effort.**
- g) Website update: Dirk has discussed hosting options with Telus; charges could range from \$7 to \$12 per month. He is also investigating other hosting options.
- h) CVXC potential mandate change: General discussions have been taking place on whether CVXC should take on a greater role as a representative for local cross country ski clubs (and possibly other sports like biathlon and ski jumping) on a committee with WOP/WSL, CCC and CCBC that would work to improve hosting events, high performance and athlete development at WOP. CVXC has also agreed to be the Cross Country Ski competition committee in hosting a potential World Junior Championships around 2020. These discussions are in the very early stages; another meeting is scheduled for early October to further discuss ideas and go forward. Nothing will happen without consensus from the clubs.
- i) CANSI Training: There may be an opportunity for some club kids to do CANSI training, which could qualify them to be instructors at Cypress.  
**ACTION: Morna to talk to the Adventurers' coach.**

## 6) Next Meeting – October 19, AGM; November 28 for next Board meeting at 7:30pm