



**MINUTES - EXECUTIVE MEETING  
HOLLYBURN CROSS COUNTRY SKI CLUB  
Monday, June 3, 2019, 7:20 to 9:00 p.m.**

**Present: Karen Inman, Dirk Rohde, Joanne Fenwick, Birgit Weaver, Jake Weaver, Morna Fraser, Andrea Hay, Shannon Harris & Nancy Hill (on phone)**

**Regrets: Dave Morris, Heidi Horlacher**

1. **Review of Agenda and Past Minutes** – Move to accept minutes. (Karen/Birgit). All approved.
2. **2019/20 Planning**
  - Schedule Update – **ACTION:** Joanne will add dates to website calendar and to the coach's page. Schedule will include Coast Cup #1 on Dec 1 and Coast Cup #22/BC Winter Games Trials Dec 21.
  - Website update - **ACTION:** Dirk to work with Joanne and Corinne to update registration information on website. Registration dates are September 2-13, 2019 for early registration and late registration is September 22-29.
3. **Past/Upcoming Events**
  - CCBC Workshop/AGM – May 11, 2019 Dirk attended on behalf of Hollyburn-documents from meeting were circulated.
  - Westerns – January 17-19, 2020 - CVXC hosting; volunteers needed for organizing committee (prizing, volunteer coordinator, treasurer)
  - BC Midgets will be hosted by Kamloops in 2020.
4. **Financials**
  - Athlete Grant Policy Review – Karen provided copy of recommended changes to the Athlete Financial Support Policy: **MOTION:** Move to accept policy changes.
  - (Joanne/Morna) Jake and Birgit recused. All approved. **ACTION:** Karen to submit policy to Corinne for posting.
  - Financials were circulated; there are some outstanding purchases to process
  - before end of fiscal. **ACTION:** Andrea to work with Mike Segelken to investigate potential repairs and sides for one of our existing tents with goal of having 3 functional tents with 2 sides on each tent.
  - Gaming Grant has been submitted.
  - Fundraising for next fiscal was discussed.
5. **Current Club Issues**
  - Survey Results – Corinne has circulated results. **ACTION:** Dirk to follow up with Jeneen to include highlights in the newsletter.
  - Ski Club Exchange – No further discussions with Hardwood but Corinne has been corresponding with another club.
  - Coach/Volunteer Vests -Order ~100 vests for all coaches & session coordinator. **ACTION:** Karen will arrange for Jane Pike will obtain a fit kit. (Sizes M, L, XL are likely the most commonly used sizes).
  - Wax Hut **ACTION:** Andrea will work with Andy Gitt to complete the storage boxes.

- Incident Report - **ACTION:** Nancy will complete incident report and submit to Corinne.

6. **New Business**

- Outreach – Nancy met with Jeneen & Dave to discuss a path forward for outreach for the club. Club to potentially recruit for Outreach Coordinator. **ACTION:** Nancy & Dave to work with Jeneen to develop job description to be advertise in the newsletter.

7. **Next Meeting** September 10, 2019 at 7 pm.