



**MINUTES - EXECUTIVE MEETING  
HOLLYBURN CROSS COUNTRY SKI CLUB  
Monday, February 13, 2023, 7:00 to 10:00 p.m.**

Present: Andrea Frisque, Morna Fraser, Heidi Horlacher, Andrea Hay, Marieve Legrand, Jenny Williams, Shannon Harris, Joanne Fenwick, Jen Gow, Dirk Rohde, Jake Weaver, and Birgit Weaver.

Regrets: Dave Morris and Megan Sheffer

1. **Review of Agenda and Past Minutes** Move to accept minutes from Dec. 12, 2022. (Jake/Jenny). All approved.
2. **Program Reports**
  - Jackrabbit – Cypress tickets have been distributed. Access gates are in place to track access onto and off the trails. The season is going well with great support by our three coordinators. Three special events have already occurred with Sprints coming this weekend.
  - Track Attack – 52 skiers attended Track Attack Championships and Hollyburn tied with Telemark for the banner for aggregate points. This event was a positive experience for the new Track Attack skiers. Ski orienteering will occur this coming weekend.
  - Adventurers – Good momentum in the group with the new coaches. The overnight trip is in the seasons plan. Some skiers assisting with Jackrabbit events.
  - Racing Team – There was a large turnout for Coast Cup #1 and BC Cup #1. Several skiers attended the Jr Worlds/U23 Trials in Prince George; our skiers did very well against stiff competition. Many athletes competed at Westerns in Kimberly and in Lost Lake Loppet in Whistler. Many athletes and their families helped out at JWSC, and they did an excellent job. Three athletes were selected for the Canada Winter Games Team. Three athletes are part of the BC Team exchange trip to Sweden where they will compete in the Sweden Nationals. Katie Weaver was selected for World Championships in Slovenia.
  - Adult Program – Going well with 10-14 skiers.
  - Coaching Coordinator – Over 100 coaches are registered this year; TeamSnap is proving to be extremely valuable and really helping with coordinating coaches. A L2T course will be coordinated in May to support dryland training in the summer. BC Winter Games selection on March 23-26 is complete but more information is coming.
3. **Past/Upcoming Events**
  - World Jr/U23 Ski Championships – January 27 to February 5 – Event went very well with a ton of support from many families from Hollyburn. Broadcasting did a superb job, and the Organizing Committee has received accolades from around the world.
  - Payak – February 25 – Planning is coming together.
  - Volunteer Recognition – A small gift for volunteers has been ordered. We discussed options for volunteer appreciation night. **ACTION:** Andrea will explore various venues and will ensure a Save the Date reminder is on the website.
  - Sun Run April 16 – A team has been organized for Hollyburn Cross Country Ski Club. This is an informal family-oriented event. **ACTION:** Jen will reach out to Jeff to have this added to the calendar.
4. **Financials**

- Volunteer Recognition Budget – Moving forward a line item will be added to the budget for volunteer recognition.
- Wage Increase for Club Administrator – General agreement that a wage increase for our Club Administrator is warranted. Background research from other club in Sea to Sky corridor supports an increase.
- Registration Improvement Committee -Joanne, Andrea, Heidi and Marieve will meet to discuss potential improvements to our registration process.
- Fundraising – Operation Snowball should be set up to benefit from matching funds from CCBC. We may be able to use MailChimp to send blast to club members. **ACTION:** Jake to follow up with CCBC on deadline. **ACTION:** Dirk will contact Dave Helliwell for setting up Operation Snowball.

## 5. Ongoing Business

- Replacement for Corinne - **ACTION:** Joanne to add this position to the website. **ACTION:** Shannon will ensure this position is added to newsletter. **ACTION:** Shannon will ask Corinne to send another email blast to club members and volunteers. May be willing to consider tailoring position to applicant skills.
- Long Term Strategic Plan – Two additional club members are interested in joining the committee. We need to have a targeted Executive meeting where we review our strategic plan to provide direction to the committee. CCBC has strategic plans on their website to guide committee. **ACTION:** Dirk will send out invite for this meeting which will include these two interested parties.
- Cypress – Safety and Gate Access Procedure – Will be in operation shortly.
- Cypress Thank you – Joanne has coordinated a Valentines gift for their Cypress staff.

## 6. New Business

- Nakkertok Exchange – Not available for this year and will consider for future years. **ACTION:** Marieve will coordinate for next year.
- Whistler and Cypress – Behavior Incidents – Emails were sent to remind members we are guests at these facilities.
- Officiating Funds – CCBC has funds available until December 31 to help with training Officials. Potentially target Adventures skiers and graduating Race Team athletes for Officials training.
- CCBC Meeting May – The meeting format has yet to be determined (online or in person). Executive who want to attend should notify Dirk.
- Website – The website would benefit from updated content (recent photos). Buy and sell needs to be updated. **ACTION:** Joanne will ensure the photos will be updated.
- Photo Releases – **ACTION:** Joanne will follow up with Corinne on Nordiq Canada policy for photo releases.
- Athlete Support – **ACTION:** Dirk and Jenny will discuss the application.
- Wax Hut – **ACTION:** Joanne will arrange for John Leavy to chat with Andrea about improvement to the wax hut. Discussion on future use of the TV screen. **ACTION:** Andrea Frisque will ensure a garbage/recycling position is added to our list of volunteer positions.

## 7. Next Meeting Monday, March 6, 2023, at 7 pm at the Weaver's home.