



**MINUTES - EXECUTIVE MEETING
HOLLYBURN CROSS COUNTRY SKI CLUB
Monday, March 6, 2023, 7:00 to 9:10 p.m.**

Present: Dirk Rohde, Jen Gow, Morna Fraser, Megan Sheffer, Heidi Horlacher, Birgit Weaver, Jenny Williams, Shannon Harris, Marieve Legrand, Joanne Fenwick, and Gillian Aubie-Vines
Regrets: Dave Morris, Jake Weaver, Andrea Frisque, Andrea Hay, and Dawn Hoogeveen.

1. **Review of Agenda and Past Minutes** Move to accept minutes from Feb. 13, 2023. (Heidi/Birgit). All approved.
2. **Financials**
 - Program Fee Updates – Program fees have not increased for many seasons. Discussion on increasing program fees by 20% for next ski season. The non-volunteer fee will increase to \$200 but will be waived for families who only have a Bunny skier registered. The key volunteer discount will be retained for this upcoming fiscal. **MOTION:** Program Fees will increase to: Bunny and Jackrabbits 1/2 \$185, Jackrabbits 3/4 \$270 Track Attack \$320, Race Team \$600, Adventures \$270, Masters-Adult \$265, Masters-Coach \$185, Masters-Volunteer \$235, and University fees will not increase. (Morna/Birgit). All approved.
 - Electronic Banking – **ACTION:** Jenny will discuss further with Shera Clement.
 - Operation Snowball – **ACTION:** Dirk will work with David and Jeneen to launch this fundraiser shortly. Funds from CCBC must be claimed by March 31, 2023.
 - Wage Increase for bookkeeper – **MOTION:** The hourly wage for the Hollyburn Administrator/Bookkeeper will increase to \$35.00 starting March 01, 2023. (Jenny/Jen). All approved. **ACTION:** Jenny will inform Corinne of this decision.
 - Registration-Zone4 does not provide support on Sundays. Early registration should run May 15-19 and the following week for regular registration on May 23-May 28.
3. **HCCSC Long-Term Strategic Plan**
 - Strategic Planning 101 – Gillian provided a superb presentation on strategic planning. A retreat with the Executive may be needed to guide the planning process. Morna or Dirk were identified as points of contact for Gillian. **ACTION:** Gillian will prepare a plan and an agenda for a retreat for Executive to discuss strategic plan. She will also prepare and email a list of questions for Executive to complete prior to the retreat including identifying targeted individuals. Date for the retreat is to be determined, potential days are Saturday, April 29 or Sunday, April 30.
4. **Next Meeting** Tuesday, April 4 at 7 pm at Morna's.