



**MINUTES - EXECUTIVE MEETING
HOLLYBURN CROSS COUNTRY SKI CLUB
Tuesday, November 21, 2023, 7:30 to 9:30 p.m.**

Attendance: Jen Gow, Marieve Legrand, Shannon Harris, Jenny Williams, Heidi Horlacher, Morna Fraser, Dirk Rohde, Joanne Fenwick, Megan Sheffer, Jake Weaver, Dave Morris, Katya Ananyeva and Tim Blair.

Regrets: Birgit Weaver

1. **Review of Agenda and Past Minutes** Move to accept minutes from Sept. 19, 2023. (Jenny/Jen). All approved. Move to accept agenda (Heidi/Megan). All approved.
2. **Upcoming 2023/24 Season Planning**
 - Track Attack Exchange – There is interest in an exchange for the next season with either Nakkertok or Chelsea primarily for skiers born in 2011. If we partner with Nakkertok Ski Club we need ~25-35 skiers while partnering with Chelsea, we will need ~15-20 Hollyburn skiers. We could collaborate with Sea to Sky Club and/or have Hollyburn skiers born in 2010 and 2012 to ensure we have enough skiers for the exchange. Granting bodies have funds to support this program and fundraising by exchange participants is also permitted. The benefit of going with a larger club is we can make the exchange more inclusive for other age groups. Heidi will be the Executive point person for the planning committee. **ACTION:** Joanne will do a poll using TeamSnap to gauge interest.
 - Pre-season Prep, Final Notifications, Cypress Passes – Cypress has committed to coordinate the passes in time for the beginning of the season. The discussions with Cypress Mountain are being coordinated by Katya. The sandwich board is missing. **ACTION:** Katya will send an email to club members to locate the missing sandwich board.
 - Coaches and Other Volunteers – Training and coordination is underway with enough coaches to support the season.
 - Website and Event Calendar Updates – The calendar on the website is duplication of the calendar used on TeamSnap. The website calendar requires additional coordination for Program Coordinators and the delay in updates on the web calendar has caused challenges with our families. There was general agreement that the calendar on the website is useful as is the TeamSnap calendar. **ACTION:** Joanne to get Web Coordinator to add “please check TeamSnap for most up-to-date information” to the Hollyburn website.
3. **Past/Upcoming Events**
 - Ski Swap – October 14 - The ski swap was very well organized with many families participating. Hollyburn families are using the google swap document.
 - HCCSC AGM – October 17 – Participation in the online AGM was good and an online meeting format will be considered again for future meetings.
 - Coaching – Heidi is going to investigate using google forms for course registration. The L2T Dryland and L2T On-Snow courses were successful and the Community Coaches courses are upcoming. The Training with the Elite program will occur on December 20th. A refresher course for coaches will occur on Jan. 7 at Cypress. **ACTION:** Heidi will post Save the Date in TeamSnap.
 - Lantern Ski – The Lantern Ski will occur on Dec. 28 at Gitt’s Cabin. **ACTION:** Joanne will set up a Google form for coordination and she will connect with Julia and team.

- Officials Course – Officials development continues with a Level 1 Course held in October and a Level 2 Official Course in November.

4. **Financials**

- Budget – Financials were circulated by Jenny for review. Revenue is as expected.
- CCBC SDP grant funds – We received partial funding for our SDP proposal. **ACTION:** Jen G. will be responsible for submitting the necessary reports to CCBC.
- Support for Payak Kids Mini – The Executive discussed how Hollyburn can best support the race. This year, the Payak conflicts with Track Attack Championships and BCWG so many Hollyburn skiers will not be able to participate. Hollyburn will offer a \$10.00 discount code for skiers born in 2006 and under. **ACTION:** Shannon will prepare an email for Katya to communicate a discount code to club members.
- Youth Coaches Rate – Given that the minimum wage in BC increased on June 1, 2023, move to increase the youth compensation rate to \$17.00/hr. (Morna/Marieve). All approved.

5. **Ongoing Business (Current Club Issues)**

- Departing gift for Corinne – TBD
- Long Term Strategic Plan – Gillian has created a draft for the Strategic Plan and has requested a meeting with the Executive to discuss next steps.
- Volunteer appreciation – The volunteer appreciation event will occur on Thursday, April 11 at Browns Pub in Lynn Valley. **ACTION:** Joanne will have this event added to the newsletter. Joanne will also request the next newsletter includes a spotlight on a volunteer.
- WOP/Cypress reciprocal pass deal proposed by Nadine - **ACTION:** Shannon will provide Nadine an approximate numbers of Hollyburn skiers who hold a WOP Season Pass.
- POW hoodie fundraiser – This fundraiser is supported by the Executive. We suggest using Zone4 for this fundraiser.
- Wax hut - Power will not be available to the wax hut until the new rental building is complete, which could be in January. **ACTION:** Katya will follow up with Cypress on the status of the generator.

6. **New Business**

- Jackrabbit Roller Ski Training – A request to include younger skiers (JR4) in roller ski training. The Executive discussed liability, equipment availability and age-appropriate concerns. CCBC suggests introducing athletes aged 9-12 years old to roller ski training. This discussion identified the need for a Jackrabbit Dryland Coach for next year for a dryland program.
- Use of roller skis by club members - Any users of Hollyburn equipment must be registered in a program for liability concerns.
- Promotion of World Cup with conflicting BC Cup –Hollyburn received a request to promote the VIP Experience for the World Cup to our members. **ACTION:** Katya will send information to all club members via email. **ACTION:** Joanne will include this opportunity in the newsletter.
- Club events and Outreach Coordinator – There are several events that could benefit from more central coordination. This responsibility could be in the Volunteer Coordinator position for next year. Communications gaps were discussed by the Executive. The Executive will discuss this opportunity at the upcoming Strategic Planning session.
- Race Registration Discount – Hollyburn Executive agreed to offer U18 a 50% discount code for registration fees for all Coast Cups and the BC Cup #1 in Whistler.
- **Next Meeting** Thursday, Dec. 14 @ 6:30 at the Weaver's home.