



**MINUTES - EXECUTIVE MEETING  
HOLLYBURN CROSS COUNTRY SKI CLUB  
Thursday, December 14, 2023, 7:15 to 9:30 p.m.**

**Attendance: Jen Gow, Marieve Legrand, Shannon Harris, Jenny Williams, Morna Fraser, Dirk Rohde, Joanne Fenwick, Megan Sheffer, Jake Weaver, Birgit Weaver, Dave Morris, and Katya Ananyeva**

**Regrets: Tim Blair, Heidi Horlacher, Andrea Frisque**

1. **Review of Agenda and Past Minutes** Move to accept agenda (Dave/Joanne). All approved. Move to accept minutes from Nov. 21, 2023. (Megan/Jenny). All approved.
2. **Program Reports**
  - Jackrabbit – A dryland session at the end of November saw good attendance from the younger skiers but not many skiers from JR level 3/4. There was a fair amount of coordination for the dryland session. Our first snow session at Cypress this past weekend was successful despite some concern about marginal snow conditions. The program has 190 Jackrabbit skiers this year.
  - Track Attack – Our Dryland program wrapped up at the end of November following three months of roller skiing during the week and a run on the weekend. Generally, ~30 skiers attended each session. On Snow Camp at Whistler was a success-sold out. Our first session was held at WOP with 6 skiers attending on Saturday and 22 skiers on Sunday.
  - Adventurers – Schedule has been set and Cypress session was held this weekend.
  - Racing Team – The first race of the season at Sovereign Lake saw a large Hollyburn team participating, providing an opportunity for good team bonding. The younger Race Team members attended the TECK Regional camp in Whistler the same weekend. Hollyburn supports this regional camp proportional to the number of Hollyburn athletes attending. Four athletes attended Alberta Cup 1 & 2 and Youth Olympic Games Trials the second weekend of December. All skiers raced very well.
  - Adult Program – There are about 13 participants for Wednesday's and 14 for Thursday's Masters program. The Thursday session is looking for an additional Masters coach.
  - Coaching Coordinator – We need a coach for a Saturday JR group due to a volunteer revoking their commitment. The Ski with Elites Pilot has about thirty athletes signed up to participate at one of two on snow events with our BC Ski Team (now/recent) members on either Wednesday Dec. 20th 6-8 pm (Cypress) or Wednesday Dec. 27th 12:30 to 2:30 pm at WOP. An online event is also in the planning phase, date TBC. This session is free for the participants.
3. **Past/Upcoming Events**
  - Coast Cup/BCWGT Events – December 17 and 30 hosted by Hollyburn and January 20 hosted by Spud Valley. Volunteers are welcome, specifically for the December 30<sup>th</sup> Coast Cup race.
  - Lantern Ski – December 28, 2023 – Joanne has requested an event notification and request for volunteers be sent to club members by Katya after the completion of the Coast Cup #1. **ACTION:** Andrea H. will purchase battery string lights to help with safety.

- Payak – February 24 – Kids’ program champion is needed – An email notification to club members was sent with discount code for registration. **ACTION:** Morna has volunteered to champion the Kids program.

#### 4. **Financials**

- Budget – Financials were circulated prior to the meeting. The Gaming Summary Report was submitted to the Gaming Grant Branch. Club clothing has come in under budget but otherwise we are on track.
- Operation Snowball – **ACTION:** Jake will find the dates of the fundraiser from Wannas. **ACTION:** Joanne will see if Jennifer Killam is willing to coordinate this fundraiser.

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

- Long Term Strategic Plan – Discussion of options for our future Race Team coach and inclusion of additional roles to support our programs in the strategic plan. **ACTION:** Morna will coordinate the Strategic Planning Meeting on January 29 at 7:30 at the Weaver’s home. **ACTION:** Katya will set up a separate email for Jackrabbits Program. **ACTION:** Joanne will provide Katya access to TeamSnap.
- Club clothing – Overall, ordering went well. The Clothing Coordinator suggested the Executive agrees to the percentage of discount during the September Executive meeting to allow for efficient ordering in October. The Executive is keen to keep warm-up suits and race suit design consistent so that this can be recycled to other skiers.
- Departing gift for Corinne – Various options were discussed. **ACTION:** Shannon will examine previous meeting minutes to see if any decisions have been made.
- Volunteer appreciation – Booked
- Wax hut – New ski equipment rental building is currently being installed beside the Hollyburn wax hut so power should be available within a week. **ACTION:** Katya will contact Cypress on a regular basis to ensure communication channels are open. **ACTION:** Andrea H. will work with Wax Hut Volunteer to address outstanding repairs. **ACTION:** Dave will remove the TV in the window.

#### 6. **New Business**

- Executive decisions between meetings – If a decision is needed, contact Dirk directly and include a deadline to respond. If Dirk is not available, then Morna as Vice-President has decision making authority.
- WOP coupon code for Hollyburn bulk pass purchases – These passes are available for Hollyburn to pre-purchased flex passes to be distributed to coaches for training. **ACTION:** Shannon will coordinate purchase of passes after reaching out to key Executive members Shannon will provide feedback to WOP that more flexibility is needed as it is difficult to coordinate a onetime purchase at the beginning of the season.
- Newsletter – Content for the December 22 newsletter is due today. **ACTION:** Joanne will ensure the lantern ski is included in the newsletter.
- Vancouver Skiers – Approached Hollyburn to increase communication and potential coordination of activities. Hollyburn is excited to explore opportunities. **ACTION:** Dirk will reply and include Katya.
- Expense Reimbursement – Executive members can continue to use the reimbursement form or use the google form. Pictures of receipts are now acceptable. **ACTION:** Katya will distribute a link to the google form.
- Volunteer Coach – If a coach is unable to fulfill their volunteer commitment, they must pay the non-volunteer fee.

#### 7. **Next Meeting** February 5<sup>th</sup> at 7:30 at Morna’s.