



**MINUTES - EXECUTIVE MEETING  
HOLLYBURN CROSS COUNTRY SKI CLUB  
Monday, January 6, 2025, 7:15-9:40 pm**

**Attendance:** Jen Gow, Shannon Harris, Andrea Hay, Heidi Horlacher, Marieve Legrand, Dave Morris, Dirk Rohde, Beth Senichenko, Megan Scheffer, Birgit Weaver, Jake Weaver

**Regrets:** Jenny Williams, Tim Blair, Andrea Frisque

**On-line:** Katya Ananyeva, Morna Fraser, Freya Kristensen, Megan Sheffer

1. **Review of Agenda and Past Minutes** – Move to accept minutes from Nov. 24, 2024. (Dave/Jen). All approved. Move to accept agenda (Jen/Dave). All approved.
2. **Program Reports**
  - Jackrabbit – Since the last meeting 7 new Jackrabbits and one bunny have registered; 4 for each of Saturday and Sunday. There was reasonable attendance at practices and the dryland session had about 50% attendance. Coordinating the dryland training is intensive, and the procedures need to be reviewed for the upcoming season. **ACTION:** Morna will forward a potential recruit to Beth. Nancy will be offering a technique session on Feb. 1 and 2 for skiers and coaches.
  - Track Attack – Despite poor conditions, the sessions are going well. Track Attack Championships are coming up soon with several skiers attending. There are 8 Track Attack skiers competing at BC Cup #1 in Revelstoke.
  - Adventurers – Check email for Andrea’s update. The BTNES Competition Committee are inviting participation of Adventurers in Invictus Test Event on January 19, 2025. This will allow Adventurers athletes an opportunity to participate in a biathlon event. As an alternative to racing at the Coast Cup #1, a session will be offered for Adventurer and Track Attack skiers.
  - Racing Team – A large team attended the first race of the season in early December at Sovereign Lake for the Nordiq Cup. It was a good weekend and a great event to kick off the season. The team has been skiing at WOP due to the poor trail conditions at Cypress. Eamon Wilson placed 1<sup>st</sup> in the U20 20 km Classic technique mass start and Katie Weaver placed 1<sup>st</sup> in the Senior Women Classic Technique Individual Sprint.
  - Adult Program – There are between 25-30 registered participants in the Adult Program. The season has started with the first session before the holiday break. Bob Putnum is offering Payak preparation sessions. **ACTION:** Heidi will forward the information to Alex for posting to social media.
  - Coaching Coordinator – Technique sessions for our coaches at Cypress were postponed due to low snow; however, one session, coached by Dave Lumb, was held at WOP. The Race Team coaching team is expanding with the addition of Maggie Kirkwood who previously was a valued Track Attack coach. **ACTION:** Gillian will include a “Welcome back to Hollyburn Maggie” article in the next newsletter.
3. **Ongoing Business (Current Club Issues)**
  - TA Exchange – 13 athletes from Chelsea, Quebec are in British Columbia from January 1<sup>st</sup> - 8<sup>th</sup> and Hollyburn athletes are looking forward to their trip to Chelsea, Quebec from

February 5-12th. A blog is available here: <https://chelseanordiqexplorer2025.blogspot.com/>  
By all reports the exchange is proving to be an unforgettable experience.

- SafeSport Policy implementation – Carla Greer and Andreas Sandell have agreed to be our Safe Sport Contact for Hollyburn. **ACTION:** Shannon will forward the Event **Discipline** and Complaints Policy to Carla and Andreas. Verification of course completion of Executive members is complete, and the Screening Committee will start screening of Race Team trip volunteers. Our coaching team has expressed some concern about strictly following the Rule of 2 policy. **ACTION:** Heidi and Jake are going to contact CCBC for guidance.
- Long Term Strategic Plan – **ACTION:** Gillian will send the draft plan to the Executive for review. The approved draft will be shared on the Hollyburn website for a 2-week feedback period. **ACTION:** Katya and Olivia will notify membership advising draft is available for comment and will issue a call out for a volunteer to assist with graphic content.
- Jackrabbit Program Coordinator – Beth is acting in this role until April 2025. The workload is inhibiting interest in this position. A subcommittee, consisting of Jen Gow, Beth Senechenko, and Tim Blair, was established to address this challenge.
- Volunteer Coordinator – This position is vacant. A key responsibility of this position is coordinating the volunteer gift and volunteer appreciation night. A club member proposed a potential option for the volunteer appreciation night. **ACTION:** Marieve will contact Julia Hegedus to explore this option further. Megan will discuss this vacancy with a potential recruit.
- Newsletters – **ACTION:** Megan will share the planning document developed with Sonya to review content for the upcoming newsletters. The following publishing schedule is February 4 and April 22. There are a number of Hollyburn members who as children participated in the SDP program who are now returning with their own children. **ACTION:** Jen will ask Lisa to share her history with Hollyburn for the next newsletter.

#### 4. Past/Upcoming Events

- Ski with B.C. Ski Team – Aidan Hay, Dustin Hay, Anna Segelken, and Lucas Gitt led a ski session for Track Attack skiers at WOP on December 22 with volunteer support from Noah Wilson, Andy Inkster, and Riley Hobbs and three volunteer parent coaches (Megan Scheffer, Chris Vipler and Natalie Hull). A “What’s New” article was posted on the Hollyburn website. On December 15<sup>th</sup>, Dustin and Aidan Hay met via Zoom with Track Attack skiers from BC ski clubs to discuss their university skiing experience. Aidan has offered to do a similar session for Race Team as well, potentially in April.
- Lantern Ski – January 3 – The lantern ski was a success with 160 individuals enjoying chili and hot dogs at the Gitt’s cabin. The Chelsea Exchange skiers and chaperone also attended the event. Thanks for Julia for preparing the chili and hot dogs and to the Gitt’s for hosting the event. **ACTION:** Jen will ask Joanne to prepare a Thank you for Cypress. **ACTION:** Dirk will send a thank you email to Nerissa, Joanne, Dianna, and Julia for this successful community building event.
- Coast Cup, Invictus Test Event – January 18, 19 – A registration reminder to SDP program skiers is needed. **ACTION:** Katya will send a reminder to Hollyburn members. The Invictus Test Event needs skiers to help the Competition Committee prepare for IG25. The Test Event will have a cross-country race followed by a biathlon race. The Chief of Range will offer an introduction to the use of the laser guns allowing Nordic skiers to participate in the biathlon. Dave is coordinating a snowmobile check-out for the afternoon Friday Jan 17<sup>th</sup>.
- Invictus Games Nordic – February 11 Registration for volunteers is closed but waxers are still required. **ACTION:** Tim will send an email Track Attack families to recruit waxers.
- Payak – February 22 – Registration is open. Morna will organize the awards for the kids.

#### 5. Financials

- Budget – Jenny sent financials to the Executive prior to the meeting. Registration fees are slightly higher than budgeted and expenses to date are on track. The income from the Ski Exchange Program has not been reported yet. **ACTION:** Jake will send Adam’s signed contract to Megan for posting to the google drive. **ACTION:** Shannon will verify reporting requirements for NSW grant.
- Accounts and funds tracking – There are now separate accounts for hosting expenses and support for SDP program.
- Support for Chelsea Exchange – Exchange participants have financed the Exchange Program. Consensus is that Hollyburn registration fees should be allocated to our SDP and Exchange participants should cover expenses.
- Fundraising – Stephen Lake is our fundraising coordinator. **ACTION:** Heidi will connect with Stephan about fundraising efforts. **ACTION:** Morna will discuss budget needs with Jenny.
- Other - A club Zoom account may be valuable. **ACTION:** Jen G. will provide an estimate for the next fiscal.

## 6. **New Business**

- Program Cancellation Policy/Structure – Currently Tim make the decision whether to cancel sessions due to marginal trail conditions by 8 pm the night before the session or 10 am the day of for evening sessions. An extensive discussion on cancellation due to the weather conditions ensued. The Executive strongly values safety and that Hollyburn skiers enjoy their sessions. We encourage coaches to reduce their ski duration, combine groups when necessary, or go to lodge in poor weather conditions. **ACTION:** Heidi will draft an email outlining our policy on cancellations.

## 7. **Next Meeting** Monday, Feb. 24, 2025, at 7 pm

Motion to adjourn, Dave.