



**MINUTES – SPECIAL EXECUTIVE MEETING  
HOLLYBURN CROSS COUNTRY SKI CLUB  
Monday, May 12, 2025, 8:35 to 10:00 p.m.**

**Attendance:** Morna Fraser, Jen Gow, Shannon Harris, Gillian Aubie-Vines, Marieve Legrand, Dave Morris, Dirk Rohde, Megan Scheffer, Birgit Weaver, Jake Weaver, and Jenny Williams.  
**On-line:** Katya Ananyeva, Freya Kristensen

1. 2025/26 Season Planning

- Program Fees Discussion- Jake, Megan, Heidi, and Jenny met to discuss staffing and program fees for the upcoming season. Hollyburn is considering hiring a new coach to support the Race Team, as Jake transitions out of his Head Coach role. While the exact roles and responsibilities are still being finalized, the new coach is expected to lead most training sessions, attend training camps and race trips, and conduct some athlete meetings. This structure will help the coach build relationships with the athletes and gain familiarity with the team.
- Adam will continue leading athlete meetings and supporting at races, as he did last season. Jake will continue as Head Coach and provide mentorship to the new coach, attend most workouts, and will manage many administrative responsibilities, including preparing the training plan with input from the coaching team.
- Funding will be required for the new coach's salary and will be partially covered by an increase in Race Team program fees. Although the outcome of the Community Gaming Grant application is still pending, Jen G. has included a \$10,000 request for coach funding. Jen G. and others will also apply for a second year of funding from NWSDA, which, if successful, could provide up to \$10,000 (maximum \$12,000). **MOTION:** Increase program fees for 2025-26 according to the table below (Shannon/Morna). Approved. **ACTION:** Gillian will arrange for the website to be updated with these new fees.

Program	2023-24 fee	2024-25 fee	Recommendation 2025-26
Bunnies	185	\$205	210
JR 1-2	185	\$205	210
JR 3-4	270	\$300	305
Track Attack	320	\$400	410
Adventurers	270	\$300	330
RT - junior	600	\$750	900
RT - senior	600	\$850	1000
Masters	265	\$292	300
Masters (coaches)	185	\$205	210
Masters (other volunteers)	235	\$260	265
Family membership	95	\$105	105
Adult individual	28	\$32	32
Child individual	28	\$32	32
Non volunteer fee	200	\$250	250
Non volunteer fee - bunnies			100

Key volunteer discount	-50	-\$50	-50
------------------------	-----	-------	-----

- Paid Coach Contract - The subcommittee will start discussions with the new coach to coordinate a contract for the upcoming season. **MOTION:** Proceed with entering into a contractual arrangement with a new coach to provide RT coaching in the 2025-2026 season. (Megan/Morna). Approved.

## 2. Motion to Adjourn (Morna)