



**AGENDA - EXECUTIVE MEETING
HOLLYBURN CROSS COUNTRY SKI CLUB
Monday, January 19, 2026, 7:00 to 9:20 p.m.**

Attendance: Gillian Aubie-Vines, Olivia Bornik, Morna Fraser, Andrea Frisque, Jen Gow, Shannon Harris, Freya Kristensen, Marieve Legrand, Dirk Rohde, Megan Scheffer Beth Senichenko, Jake Weaver, and Jenny Williams.

Online: Katya Ananyeva, Frederique Le Bihan, Silvia Stringhini, Heidi Horlacher, Dave Humphreys

1. **Review of Agenda and Past Minutes** – Motion to approve agenda (Jenny/Freya). Move to accept minutes from November 9, 2025 (Jen G./Jake). All approved.
2. **Ongoing Business (Current Club Issues)**
 - Historical Enrolment – Jen G. reviewed club enrollment data from 2016–2025. Overall membership has increased, with notable growth in Track Attack, Adventurers, and Race Team participation. The number of Teen Coaches has also risen. However, Jackrabbits participation has declined over the past two years and is now at its lowest level since 2016. In addition, the total number of coaches has decreased over the last two years after peaking post-COVID. Our Program Coordinators identified a need for more weeknight coaches, particularly on Wednesday evenings. The Board discussed opportunities to improve coach retention and to address declining Jackrabbits enrollment. Our club website is outdated and should be updated with current information to better improve functionality and help with skier recruitment. There is an opportunity for improved public messaging about program availability through MEC, Coast Outdoors, and recreation centres, including the possibility of hosting an information night at MEC. A subcommittee consisting of Jen G., Andrea F., Beth, and Silvia will explore these opportunities further.
 - SafeSport Policy implementation – Most Board Members have completed the necessary training. **ACTION:** Shannon will send the necessary information to Andrea F.
 - Wax Hut Improvements – This task is ongoing. There are some old posters in the wax hut. **ACTION:** Olivia and Beth will remove outdated posters in the wax hut.
 - Off-Piste Skiing, Recreational Opportunities – The Board reviewed a proposal aimed at Track Attack/Adventurers/Race Team athletes for a ski day during Spring Break (March 16) for up to twenty skiers. The group will use the trail, Skiing into the Woods in the Callaghan Valley, which is a backcountry/off-piste ski route off the groomed Nordic network and into quieter wilderness terrain. It is ~4 km in length with moderate elevation change and is a green-level (easier) backcountry ski. The Board supports this proposal as a club event; the proposal was well designed with consideration for safety and coaching support. The second proposal was for an Upper Callaghan ski during BC Championships on Feb. 21. The Board does not support events that conflict with a Club event and this proposal was not supported by the Board. **ACTION:** Gillian and Dirk will respond to this request. Program Coordinators will be provided with a draft invitation to send via Team Snap. The Board has a new policy guiding these opportunities which could be shared with membership via our website.
 - Policies and Procedures Update – This task is scheduled for after the ski season.

- Club Administrator/Registrar – Many thanks to Frederique who has been supporting the club as our interim registrar/administrator.
- Low Snow Planning – The Board has established a protocol, but a key volunteer is still needed to carry it out effectively.
- Van Insurance – Dave Morris coordinated the renewal of the insurance for the season. While Dave will continue in his role as Van Manager, a Board member must sign all ICBC insurance documents moving forward.
- Club Website – The Executive recognized the need for an updated website, and forming a subcommittee is now necessary to move this work forward. **ACTION:** Dirk will approach the Payak website developer for a better understanding of costs.
- Program Refund Policy -The subcommittee has presented two options for a refund policy to the Board to consider. Board Members should send feedback to Freya a week before the next meeting. **ACTION:** Beth and Dirk will address outstanding refund requests in the absence of a Board approved policy.

3. Financials

- Budget – Jenny circulated the financials prior to the meeting. We have not fully received the revenue yet for Coast Cup #1. We are on track for the year at this point. The club clothing is under budget. We were not successful in securing a ViaSport CSPD grant this year.
- Fundraising – Project Snowball – The Board has identified two projects that fundraising can support, our outdated website and coach development and retention. **ACTION:** Dirk will forward necessary information for Project Snowball to Silvia to get this fundraiser underway.
- Athlete Support Budget – The subcommittee will meet in two weeks to review the policy.
- Other – A Board member brought forward a question that shows that some club members are not clear how programs fees are allocated within our club budget. **ACTION:** Gillian will prepare a submission for the newsletter on this topic.

4. Past/Upcoming Events

- Coast Cup #1 – January 4 – Hollyburn hosted this successful event on the last day of the winter holidays with 171 participants. A key volunteer shared that our SDP skiers were well prepared and organized for their interval start race which was the result of a Jackrabbit information session that was held before the event.
- Lantern Ski – There were over 170 participants registered however only 100 skiers attended given the poor weather. It was a nice intimate affair. The coordination committee suggests that next year the date for the event should be selected well in advance of the event and that a ski component should be worked into the event, Hollyburn tents should be set up outside the cabin to alleviate the congestion in the cabin, and to serve only hot dogs (no chili) with donations of food items from participants.
- BC Championships – February 20-22 Many club members are busy organizing this event. **ACTION:** Shannon & Marieve will post this notice in the newsletter. Volunteers are needed for event and the banquet night.
- Volunteer Appreciation – **ACTION:** Olivia will reach out to Julia to start the conversation. A brief discussion on options for Hollyburn swag was reviewed.

5. New Business

- BC Winter Games – Financial Support for Additional Female Coach – **Motion:** Hollyburn will provide \$250 from coaching budget and \$250 from Hollyburn budget. (Gillian/Jenny). Carried.
- Ski Exchange 2027 – It is time to start recruiting parent leads for the Ski Exchange. **ACTION:** Olivia will work with Andre to submit an article to the newsletter to recruit parent leads for the exchange.

6. **Next Meeting** Monday, March 2, 2026 at 7:00.

7. **Motion to Adjourn:** Gillian at 9:20 pm