



**MINUTES - EXECUTIVE MEETING
HOLLYBURN CROSS COUNTRY SKI CLUB
Monday, March 02, 2026, 7:10 to 9:30 p.m.**

Attendance: Morna Fraser, Andrea Frisque, Shannon Harris, Heidi Horlacher, Marieve Legrand, Dirk Rohde, and Jenny Williams.

Online: Olivia Bornik, Freya Kristensen, Frederique Le Bihan, Jen Gow

Regrets: Gillian Aubie-Vines, Beth Senichenko, Megan Scheffer, Jake Weaver

Guest: Norm Laube

1. **Review of Agenda and Past Minutes** – Motion to approve agenda (Heidi/Morna). Move to accept minutes from January 19, 2026 (Heidi/Marieve). All approved.
2. **Ongoing Business (Current Club Issues)**
 - Club Funds for Cypress Nordic Study – Norm Laube attended on behalf of the Cypress Nordic Advisory Group to outline their collaboration with Cypress Mountain on improving Nordic trail conditions. The group is proposing to contract John Aalberg—an experienced venue designer who worked on multiple Olympic sites including Whistler Olympic Park—to produce a report guiding future trail upgrades. Aalberg is available and interested, and the consultant hopes to complete a site visit before the ski season ends. Norm emphasized that now is a strategic moment to provide input to Cypress. The resort’s new leadership has been receptive, acting on several recommendations last summer, and the Operating Agreement with BC Parks is up for renewal in the next few years and Cypress is motivated to demonstrate strong stewardship of the Nordic area. The proposed report will cost \$5,000, with Nordic Racers committing \$2,500 and a request for a \$2,500 contribution from Hollyburn. Some hesitation was expressed because the report is non-binding and relies on Cypress’s goodwill. A key question raised: Why is Cypress not funding this themselves given the cost is inconsequential to a large corporation? Norm noted that Cypress is currently prioritizing investment in the bike park. A Board member highlighted that supporting this initiative aligns with the club’s Strategic Plan priority to improve legacy infrastructure for future generations. Before committing funds, the Board requested a meeting with Cypress management to confirm their interest and intended use of the report. A decision is needed by end of March. **Action:** Morna will coordinate a meeting for Executive members with Cypress management between March 9–12.
 - SafeSport Policy implementation – A new policy on Electronic Communications and Social Media Use Policy was released October 2025. **ACTION:** Shannon will review the policy and provide a summary of implications for Hollyburn at the next Board meeting.
 - Wax Hut Improvements – Morna shared that the individuals who built the hot box are interested in removing the box.
 - Recreational Opportunities – The Board received a request for Sunday afternoon session for a Track Attack skiers. **ACTION:** Dirk will share that there is a Sunday afternoon session with skiers of a variety of ages. Dirk asked whether non-racers are taking part in club activities, and it was noted that several reports indicate people are feeling more included and welcome. The Adventurers recently held a successful day that included ski jumping, skiing the Payak, and participating in biathlon. These opportunities help build a strong sense of community, with Adventurers volunteering at the Payak and supporting the Birkie. They are also inviting teen coaches to join dryland sessions throughout the spring, summer, and fall. All activities should continue to be approved by the Executive and CCBC.

- Policies and Procedures Update – The sub-committee will look more into this after the on-snow season. **ACTION:** Morna will reach out to Dryland Safety Committee members (Gillian, Sandra Nelson, Morna, Megan, Fred, Jake, and Dominic) to find a date in early April to meet to discuss updating the Dryland Safety policy.
- Club Administrator/Registrar – Frederique’s role with Hollyburn is expanding as she has taken on the position of bookkeeper. Svetlana will provide training over the next two months to support a smooth transition. The club is pleased Frederique will continue contributing to our club and extends its appreciation to Svetlana for her dedicated service.
- Low Snow Planning – At this point in time, this is not required.
- Club Website – A subcommittee needs to be established. Heidi will lead the committee with assistance from Catlyn McRae to scope out the project.
- Program Refund Policy – Policy options were shared with the Executive, and some initial feedback was received. **ACTION:** Freya will forward the recommended policy to Executive to review at our next meeting.
- Ski Exchange 2027 – A call for coordinator in the latest newsletter may have identified a few interested individuals. **ACTION:** Olivia will set up a google document and potentially send a message in TeamSnap. The committee is open to considering an exchange with a club from the north.
- Club Promotion – A subcommittee will meet shortly.

3. Financials

- Budget - Jenny provided the financials for review before the meeting. We are on track for a small deficit this season, however there are a number of pending expenses such as BC Champs, potential website upgrade and Cypress Mountain Improvement report. Dave Morris, Team Van Manager, shared that new snow tires are needed at the beginning of next season.
- Fundraising – Project Snowball – Hollyburn members have generously donated \$9,200 to date which triggered matching funds of \$2,000 for a total of \$11,200.
- Athlete Support Budget – Jen G., Jenny and Morna met to discuss the Athlete Support Policy. **ACTION:** Jen G. will share a draft policy with the Executive prior to the next meeting.

4. Past/Upcoming Events

- BC Championships – February 20-22 Over 500 skiers from across BC attended BC Champs at Whistler Olympic Park for three days of racing. The Hollyburn community delivered an excellent event, highlighted by a special banquet for the Aggregate Awards, dancing, and a lively photo booth. The club has received a great deal of positive feedback. Special thanks to all the volunteers who helped to host this successful event.
- Payak – The weather cooperated this year creating perfect conditions for the event. The number of participants was a bit lower than previous in previous years. Coast Outdoors was the title sponsor of this very successful event.
- BC Winter Games – Several Hollyburn athletes and coaches attended BCWG in Rossland. It was an amazing event and experience, and Hollyburn athletes did very well. We waxed together (glide and grip), and it made for great team building and a level playing field.
- Fun Day – This event will be held on Sunday, March 29. Historically, Hollyburn Race Team organizes this event. **ACTION:** Heidi will reach out to Rowan and Noah for coordination. Adventurers are interested in helping.
- Volunteer Appreciation – The volunteer appreciation night will be on Friday, April 17, 2026, at the Hungarian Cultural Center. Julia H. will again coordinate this event with support from Olivia, Heidi, Shannon and Marieve. We have 2.5K allocated in the budget for this special event. It was noted there will be special recognition for long service volunteers.

ACTION: Olivia will prepare a “Save the Date” email that Frederique will share with the club’s volunteers and to call out for photos submissions for the slideshow.

5. **New Business** – Hollyburn will host Nationals on March 23-28, 2027. The Organizing Committee and Competition Committee have already started planning for this event. **ACTION:** Shannon will ensure that the 2026–27 Hollyburn registration form includes a dedicated Nationals volunteer-recruitment field to support this major event.
6. **Next Meeting** Tuesday, April 7th at Heidi’s home.