



**MINUTES-AGM
HOLLYBURN JACKRABBIT SKI CLUB**

8:00 pm

Friday, October 24, 2008

Deep Cove Outdoors
4310 Gallant Avenue, North Vancouver

1. Welcome:

- Norman Laube, President, provided a welcome to members

2. Introduction of Abi Holt - Head Coach

- Norm introduced Abi to members, explaining that the Club has now hired Abi for this full-time position with \$35,000 of ongoing funding from the National Cross Country Ski Development Association. She is here from the U.S. on a two-year work permit.

3. Introduction of Rob Bernhardt - VANOC

- Norm introduced guest Rob Bernhardt to members.

4. Club/Program Overview and Thank you

Norm provided an overview of the past year, and highlights of the coming year:

- Key themes emerging from the May strategic planning session:
 - The head coach must serve the whole club, not just the racers, and roles must be defined.
 - Executives and volunteers are feeling burned out, so there was consensus to engage a paid administrator/registrar for next year.
 - There was a desire to work closer with Cypress on various issues including better storage and waxing facilities.
- The Club hosted the first race at Whistler Olympic Park.

- 20 athletes went to the BC Winter Games, winning 2 gold and 2 bronze medals.
- For the 4th year in a row, HJSC was the #1 team at the Provincial Midget Championships.
- The new Zone 4 Registration system was introduced, with some software growing pains.
- The Club continues to move to fully adopting the Skill Development Program guidelines. SDP Level 3 and 4 is now being offered twice a week, so that skiers can do 18 sessions. We are also fully implementing the Track Attack Program this season (grades 5, 6 and 7), which will start with dryland activities in November.
- The Racing Program is now focused on athletes who are in grade 8 and older. Juvenile and Juniors have been training 5 days/week.
- Morna will be leading the Teen Program and has many exciting ideas to grow this important program.
- Program Fees have been adjusted for the 08/09 season to better reflect the number of sessions offered as well as the employment of a Head Coach.
- HJSC is working with the Whistler Legacy Society to pursue a club cabin at Whistler Olympic Park - so far WLS is supportive of the idea.
- A Club Van will be bought to enable the Head Coach to shuttle our athletes (Racers and Teens) to practices, races and outings.
- Cypress has agreed to allow the Club to construct a 400 square foot storage and waxing building adjacent to the Base Warming Hut. Foundation work on this project has commenced.
- In February, the Club will be hosting the Midget Championships at Whistler Olympic Park. The World Cup will be held at WOP in January.

5. Election of the 2008/2009 Board of Directors

The following board of directors were appointed by acclamation:

- President - Norm Laube
- Vice President/Officiating Chair - Dirk Rohde
- Secretary - Anna-Louise Pentland
- Treasurer - Birgit Laube
- Coach Coordinator - Russ Stothers
- Skill Development Program Coordinator - Diego Bittante
- Racing Program Coordinator - Jake Weaver
- Directors at Large - Bob Putnam, Tammy Stothers, Morna Fraser

6. Approval of 2007/2008 Financial Statements

- Financial statements were reviewed. It was noted that the Club must continue to hold an annual raffle in order to qualify for Provincial Gaming grants. The year ended with \$24,000 ahead of budget since Petr Jakl, our former part time Head Coach left in September and was not replaced until August. Retained Earnings of \$45,000 is being held in cash and term deposits. The Retained Earnings have been kept as a reserve to allow for larger capital expenditures such as a Club Van, the Storage/Wax Hut at Cypress and a potential Club Cabin at Whistler Olympic Park and/or at Hollyburn. A Club Van will be purchased, with an estimated cost of \$20,000 and the Storage/Wax Building will be constructed at an estimated cost of \$30,000. The Club will apply for matching grants from Provincial Gaming to offset these costs.

Morna Fraser tabled a motion to approve the financial statements. This was seconded by Martin Richardson. The financial statements were approved.

7. Review of 2008/2009 Budget

- Program and membership fees are projected to be \$6000 greater than in 07/08 despite a slightly lower enrolment (251 this year compared to 276 last year), due to the new higher program fees.
- A \$35,000 grant was received from the National Cross Country Ski Development Association to pay towards a full-time Head Coach. This is the funding that has allowed the Club to hire Abi Holt.
- It was noted that the Club needs to put significant effort into securing corporate sponsors as the economic downturn will make it tougher to obtain sponsorships.
- Birgit Laube will be resigning as the Club Registrar and Treasurer so the Club will be looking for a part-time paid Administrator/Registrar. Expanding the Registrar's role to also do Club Administration was recommended in the Strategic Planning session. We have budgeted additional funds to hire someone early in 2009.

8. Dirk's Report - Registration and Officiating

- Dirk reviewed the online registration process, and asked members to contact him with any comments about the new Zone 4 system.
- There are many opportunities for officiating this year, and a Level One

Officials course is being offered on November 22.

- There is also a need for more volunteer fundraisers.

9. Russ's Report - Coaching

- There are more than 60 coaches this year, including 15 new coaches.
- An introductory session is offered November 7-8, and Community Coaching on-snow is offered January 2-4.
- Abi will be providing refresher training for volunteer coaches. Sessions will be offered mid-week in the day, evenings and on a weekend to be scheduled.

10. Diego's Report - Skill Development Program

- Assistant Coordinators are needed, especially for the evening sessions.
- There is a good balance of kids to coaches this year.
- The CCC hand-out will be a black cap for the Track Attack kids and a red toque for the Bunnies and Rabbits.

11. Abi's Report

- Abi started with the Club on August 1, and is now working 5 days/week.
- There have been two camps so far-Osprey Lake (near Princeton) in August and Callahan Valley in September - and two on-snow camps planned for November - Sovereign Lake and Callaghan.
- Track Attack Maniac Launch is coming up November 1-2.
- Abi stressed that as Head Coach for the Club she was here for everyone (not just the Racers), and she anticipates lots of interaction with the Program Coordinators and volunteer coaches and she will make a point of being very accessible to all the Club members. Having the new Storage/Wax building will help a lot in having a focal point at Hollyburn.

12. Rob Bernhardt, Manager, Cross Country Skiing, VANOC-2010 Olympics

- Rob provided a venue update, as well as talking about the increasing coaching and officiating capacity in the region. This talent will be key to attracting ongoing international events to the area.
- At Callaghan, the day lodge is completed and staff will be in by the beginning of the season, all VANOC construction is virtually finished and skiing is available. The official opening will be November 22, with a very full competition schedule. The venue will likely be closed to the public during January/February 2010 for security, but recreational trails may stay open.

14. Prizes and Social

- Norm finished off the discussion by reminding the group about the Winter Lantern Ski on December 27th at Cypress. Volunteers, including kids, are needed to help put out the winter lanterns that night.
- Norm thanked outgoing executive members Utta, Jill, and Amanda, and presented them with gifts.
- Names were drawn for prizes. Ski pass winners were Adam Woods and Jules Leclair.