



**MINUTES– EXECUTIVE MEETING
HOLLYBURN JACKRABBIT SKI CLUB**

7:30 pm

Friday, February 6, 2004

**Utta's House
New Westminster**

In Attendance: Norm, Amanda, Utta, Birgit W., Kim, Sande, Dirk, Katrine, Liz

1. Check-In

2. Preseason Training, NCCP and All Leaders Meeting review - all

- suggestion to end registration earlier because we were still confirming leaders when leader training had already begun
- agreed to make October registration month
 - in-person registration will be the weekend after Thanksgiving
 - mail-in registration will close October 31
- emphasize in registration package that if they don't have to ski on Sun then register for Sat
- add a line on registration "In-person registration takes priority"
- good feedback regarding on-snow sessions
- looking into doing email confirmation for registration
- suggestion to get the coaching committee to communicate with parents in mid-September to promote leading aspect of program and try to come up with a draft list of coaches prior to registration
- All Leader Meeting – very well organized
 - pairing of leaders with kids – great
 - good venue
 - need to have badge poster at meeting with badges on it
 - explain badges at meeting
- need to look at adding a consent on registration form re using photos, phone numbers etc so we are in compliance with new Privacy Laws
- would be great if Bob's video had some narration
- Norm to call Jim Wiltshire to see if he could help us produce a badge video**
- promote ski lessons for Parents in registration package so we can look at developing future leaders
- in fall offer a Pre-NCCP course (we would develop)
- suggestion to bring someone from outside club to run a refresher for higher-level coaches in the club
- need to help leaders in all sessions to network with each other so they can support and share ideas with each other
- need to review report cards and get them re-printed
- suggestion to set up a coach's corner on the web site
- Utta to send out a request for feedback on coaching tips and techniques**

3. Opening Weekend Review

- much better than last year
- need to better identify the session coordinator
- need 2 session coordinators for each session

4. Whistler/Pemberton Rabbit Challenge review

- Race objectives:
 - to see how coaches are doing in regards to the program that has been developed
 - how fit kids are
 - how kids performed – very well
- Cypress races were great practice
- kids were out of the blocks fast
- waxing was great
- all first time racers got a medal at the race

5. 2003/2004 Budget

- reviewed draft budget prepared by Liz Hatton
- Norm to give Dirk picture of National Ski Team with Jackrabbits to post on website*

6. Gaming Revenue Application

- timing window has been switched – now must apply between Feb 1 – March 31
- things to include in application:
 - \$1,000 for wax bench and waxing supplies
 - \$5,000 for racing events i.e. timing/display clock, watches, bibs, start wand
 - \$5,000 for training and coaching development
 - \$1,500 for high speed video camera
 - \$5,000 for club uniforms, racing jerseys
 - \$2,000 for awards/recognition program
 - \$30,000-\$40,000 for paid club coach
- may need to get letters of support for the application – i.e. from Nordic Racers, CCBC
- back up application with our race results

7. Badge posters and badges

- we have approximately 60 badge posters
- Dirk to order 3 sets of badges so that we can have 3 complete posters for All Leader Meeting and possibly to post up at Cypress

8. Backcountry trip

- Brian Sheffield has prepared an info sheet on the trip
- members interested in participating can email Brian to register
- must let CCBC know we are having this event so we are covered by insurance
- have Brian include info on his credentials on the info sheet

9. Coaching Committee Report

- need to revise structure of the committee to improve efficiency:
 - need a leader coordinator to streamline things
 - need a Rabbit Challenge coordinator
 - need a Program Coordinator

-recommend Coaching Committee meet one more time before April to finalize structure for next year

-Sande to prepare something general re program for 13/14 year olds

10. Holly Burn Race

-got all major volunteers for the race

-next year hope to make the race part of the Coast Cup Series

-reviewed Budget for the race

-all agreed that the cost of the trail ticket should be removed from price of entry fee – otherwise entry fee is too expensive

-Dirk/Tony to organize Level 1 Officials Course for HJR Members

-Dirk is going to look into ordering paper Bibs for the race – Roald knows where to get them

11. Chick on Sticks

-Sande to talk to Janice to get Cypress to offer some lessons to this group

-minimum number for lessons is 7

12. Parent Lessons with Cypress Ski School

-going very well

-9 taking the lessons Sunday AM

-7 taking the lessons Sunday PM

13. Raffle and Leader Appreciation Social

-Leader Appreciation Social will be March 23 at the Yacht Club in Deep Cove

-Liz Pannozo and Bob P. are organizing the event

-suggestion to use old gear to make up some Leader Awards

14. Toques/Club Clothes/Racing Jerseys

-Judith Fisher is looking into toques

-she will also help with Club Clothing

15. Strategic Plan

-nothing to report

16. MOU with Cypress

-Linda Swain is reviewing it

17. MOU with Nordic Racers

-nothing has been pursued with them

18. YMCA Cabin

-Sam Purchase's father was YMCA Chair and has taken an interest in the project

-he will assist Norm in contacting people

19. New Ideas

-Utta to talk to Jeff Sim about what we should be doing with regards to criminal record checks