



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

7:30 pm

Tuesday, August 30, 2005

**Norm's home
1653 Kerrstead Place
North Vancouver
604-986-3434**

In Attendance: Norm Laube, Amanda Smith, Utta Gagel, Jake Weaker, Dirk Rohde, Jamie Stirling

1. Confirm Exec/volunteers:

- Katrine Foellmer and Rachel Tutte will be resigning from Director at Large positions.
- Kim Meidal will be resigning as Club Registrar.

2. Calendar for the Year:

- **Fall Hikes** – Coaching Committee doesn't have anyone who is able to organize the hikes.
 - Feel it is outside scope of the Club.
 - Agreed there would be no hikes this year. Will review again next year.
- **Regional Fall Dryland Camp** - is being hosted by the Pemberton club at the Coast Outdoor School but no details available yet.
 - **Jake will call Delores to find out about the camp.**
- **AGM** – Agreed to schedule on Friday, October 14 at 7:30pm
 - Wine and Cheese format
 - Suggestion to ask Anders to give a talk on what to look for when buying children's equipment.
 - Suggestion to get John Alberg to talk about the Olympics.
 - Location TBD.
 - **Norm to ask Bob if Deep Cove Yacht Club is available.**
- **Registration Day** – On-line registration to be implemented this season
 - Early September a letter will be sent to all Club Members advising them of the change in the registration process.

- Early September a letter will also be sent out by Coaching Committee encouraging members to return/become coaches.
- September 19-October 3 on-line registration will be open to all returning and new coaches.
- October 17 registration will be open to the rest of the membership.
- Reminder emails will be sent prior to registration days.
- ***Amanda to prepare a registration letter that talks about the process and advises members that all future Club communication will be by email.***
- ***Utta to prepare coaches letter***
- ***Dirk to finalize SPORG on-line registration set-up***
- ***Norm to fill out SPORG merchandising forms***

- ***Ski Swap*** – Rachel Tutte has agreed to organize.
 - Ask Anders if Club can have a clothing swap and clothing orders at the same time.
 - Ask Judith to organize clothing order.
 - Suggested date for the swap is November 6.
 - ***Norm will follow up with Rachel and get her to follow up on above issues.***

- ***World Cup/On-Snow Camp*** – Dec 10/11
 - Agreed to host the on-snow camp at Sovereign Lakes in conjunction with the World Cup.
 - Format of the camp will be adjusted to work around the races.
 - ***Jamie to email Amanda information on what is required to become an official so that individuals have the opportunity to volunteer for the Olympics.***

- ***Coast Cups***
 - December 17-Coast Cup #1 at Hollyburn – **Dirk to organize**
 - March 25-The Holly Burn Sprints – **Tony Chin is organizing** (this is not a Coast Cup)

- ***Fun Tournament*** – December 28 (to be confirmed)
 - Need a Special Events Coordinator to take this on

- ***Officiating Courses***
 - Level 1 – November 5/6 - Whistler
 - Level 2 – October 28-30 – Vancouver
 - Level 1 – Dirk trying to get one scheduled in Vancouver
 - ***Jamie to confirm dates of Level 1 course in Whistler***

- ***NCCP Courses/On-Snow Refresher/All Coaches Meeting***
 - ***Utta to give dates to Dirk who will update calendar on website***

3. Registration:

- All agreed the Club needs to hire someone on contract to handle registration
- This person will also need to write a manual for future registrar's

- Position will be paid \$20-\$25/hour
- ***Jamie and Utta to follow-up on individuals who may be interested in this position***

4. Gaming Revenue:

- Application is in process

5. Financial Status:

- Liz provided current financial statement indicating surplus position
- Agreed that the budget allows for purchase of :
 - 2 canopies with sponsor logos
 - Digital video camera
 - \$500 budget for Jackbunny's equipment
 - Registrar service fees
- ***Norm to work on canopy order***
- ***Jake to work on video camera purchase***

6. Executive Positions:

- Current executive need to think of individuals to approach to assist in running the Club
- Helen Smythe will be reviewing the Bunny Program and ways to improve it
- Positions available include:
 - Registrar to liaise with contract Registrar
 - Special Events Coordinator
 - Equipment Manager
 - Members at Large – two

7. Project Podium Calendars:

- Order 200
- Will give out on the first day of Jackrabbits
- Will also have some available at the AGM and the Ski Swap
- **Amanda to organize**

8. Coaching Committee Update:

- Utta reviewed recommendations that coaching committee has – reference document dated May 30, 2005
- Criminal Record checks will be implemented this year
- Need to develop a database of coaches and their experience – will get the Registrar to do this

9. Membership Fees:

- All fees will stay the same this year

10. CCBC AGM Report:

- CCC has developed a new Jackrabbit program
- Program is designed after the long term athlete development model
- Program is available now
- Club agreed to order a package to review the program for future implementation
- Fees to CCBC are increasing
- Ski League will go from \$5-\$8/child
- Next year CCBC membership fee will also be increasing

11. Fundraising Committee:

- *Norm to call Susan Nesbitt/Dona Lawson and see who will be the chair of the committee*

12. Cypress Seasons Passes:

- Corporate and family rates are the same
- No increase in fees
- Decided that each family will obtain their own passes directly from Cypress – there will be no group purchase

13. Club T-Shirts:

- *Norm to ask Bob if he will coordinate again this year*

14. Club Clothing:

- *Norm will ask Judith if she will coordinate again this year*
- Club has 85 toques left

15. Callaghan Valley Tour Update:

- Work has begun
- November 2007 the area will be in operation and will start hosting events

16. Newsletter:

- *Amanda to coordinate newsletter for email delivery by mid-September*

17. Nordic Racers Update:

- Jamie recommended that Dirk fill the position of Zone Competition Committee with CCBC
- Discussed club cabin at Callaghan – agreed it has to be a joint venture with several clubs if it is going to work
- Nordic Racers would like HJR to provide a link on our website to give people options if our programs fill up
- Dirk will update website to include the link

NEXT MEETING: Friday, September 30 at 7:30 pm
Amanda's House
295-30th Street West Vancouver
604-926-5141