



**MINUTES
EXECUTIVE MEETING
HOLLYBURN JACKRABBIT SKI CLUB
Tuesday, March 23, 2010, 8:00 to 10:00 pm**

**Morna's House – 634 Windsor Road East, North Vancouver (604-988-4011)
(Basement entry near back, left-hand side of house)**

Attendees

Morna Fraser, Vice President
Mo Handford, Treasurer
Yoel Guttman, Director-at-Large, Track Attack Coordinator
Bob Putnam, Director-at-Large
Dirk Rohde, President
Karen Snyder, Secretary
Russ Stothers, Coaching Coordinator
Birgit Weaver, Director-at-Large
Jake Weaver, Racing Program Coordinator

1. Welcome & Review of Past Minutes – Dirk

Action: Exec will discuss possibilities of a head coach for the club as part of the Strategic Plan (at meeting in April).

Discussed in context of Strategic Planning and Program Review Committee

Action: Next year, the start time will be the same for Track Attack and Racing Team – 6:45 pm.

No further action at this time.

Action: Mo will give Tom a table to fill out with the length and binding type of Club skis, as well as count of poles and roller skis.

Tom mentioned that he has a more detailed list but Mo has not received it yet.

Action: Ask Bob how to go about selling the snow shoes.

Discussed at the meeting.

Action: Strategic Plan weekend proposed for April 17/18.

Discussed at this meeting.

Action: Karen will develop and administer an on-line survey. She will send a draft of questions to the Exec Board for comments.

Survey developed and refined based on Exec Board comments.

January minutes were approved with minor modifications.

2. Program Reports (brief updates)

- Track Attack – Yoel

The Midget Championships at Salmon Arm were great. There were 32 kids including several Jackrabbits. Despite the lack of snow, children and parents had a great time, and the Club defended it's team championship. It was very good to see a whole spectrum of new and experienced racers participate. One young coach, Fred Weaver, helped out and was much appreciated.

There is an opportunity for an Orienteering program from mid-April through May on the North Shore. Yoel will send the link and program information to Track Attack families. The program will be organized by the Greater Vancouver Orienteering Club.

Track Attack demographics show that 14 kids will be 13 years old this year – old enough to move out of Track Attack. A transition plan is necessary. Some kids are ready for Racing Team, others will want to participate in Teens on Skis, and others may want to stay in their social group in Track Attack for another season.

This raises issues about Racing Team and Teens on Skis, their costs, design of the programs, and timing issues. The website also may need more information about programs and options for the teens. The costs of the different programs need to be aligned as well. Several people emphasized the importance of respecting social groups and social cohesion.

Action: Another program review committee to improve the program for next year. Russ will take the lead in organizing this.

Once the program committee has worked through plans and programs for next year, it was suggested that Yoel might contact each of the 14 families to discuss options and how to keep the kids involved in skiing.

A banner raising ceremony for the Midget Championships will be held on Sunday, March 28 at Hollyburn Lodge.

- Racing Team – Jake

Jake has just returned from the Nationals at Whitehorse. Nine racers from our club participated as part of the 50 racer BC team. They had four races each and several top 10 finishes. Fred Weaver won the 3rd place aggregate award for his year (for all Canada). Everyone learned a lot and had fun.

On March 27 – UBC will be conducting a race at the Upper Warming Hut and Spring Fest will be on Sunday, March 28.

Maria Lundgren from Whistler may be interested in helping coach the racing team next year on a more regular basis. This topic will be continued as part of the Strategic Planning process. Maria would be great at coaching and training the coaches as well. She could do this on a part time basis.

Jake will be attending a CCC meeting about evaluating race lengths, distances and age differentiations.

- New Program Coordinator (Alison Heath?)

Following Diego Bittante's resignation as Program Coordinator of the Jackrabbit Program, Dirk is discussing the possibility of taking on the role with Alison Heath.

3. **Financial Report** – Mo

Mo provided a financial report to date with breakdown for racing, SDP, Track Attack and general. The Club is currently running a surplus. Mo suggested that each group / coordinator can propose what to do with their surplus.

Jake proposed using some of the Racing Team surplus from performance team fees to cover Kurt ____ costs for supporting team members at the Nationals. A motion to approve this was made and passed by the Board. Other possible donations from Reed Carter who has offered \$2500 for the Nationals covering the cost of 9 participants from our Club.

- Gifts for young coaches

Background: adults who volunteer as coaches get deductions on the registration fees for the season, as well as early priority for registration. The teens who coach do not get this reduction in fees. It was proposed to provide a \$50 honorarium for the five youth coaches. A motion was approved for this expense (\$250 total).

- Wax cabin insurance

Mo found that insurance for the Waxing Cabin will be \$635/ year to cover everything but the contents. A motion was approved to purchase building insurance.

Action: A sign needs to be made and posted at the Waxing Hut indicating that while the building is insured, the contents are not, and people leave their gear inside at their own risk.

- Gaming grant application, wish list

Mo needs assistance to get the grant application out soon. The current surplus is needed to support the plan to hire a coach for next season. Mo needs details and financial needs for the Club.

Action: Dirk, Yoel, Russ and Jake will meet to do the Budget Justification and provide information to Mo to complete the application.

4. Upcoming Events

- Volunteer Appreciation and Raffle Draw

Yoel and Morna will contact the youth coaches and invite them to attend the volunteer appreciation night. Tammy has been organizing the event which has changed location to the Molly Nye house. Board members will help recording the raffle draw names.

- Dates for coaching and officiating training
- Registration dates
- Other dates for next season

All of these dates are dependent on the outcome of the Program Review Committee meeting, to be held soon. After a decision is made regarding Saturday afternoon Track Attack, a note will be sent out to all families.

5. Strategic Planning

A discussion about the Strategic Planning process determined that the meeting will be postponed from April into May. The group needs clarification on what would be involved in revising the strategic plan. We will consider hiring a facilitator / strategic planner for an effective meeting. Dirk will develop an agenda for a meeting. Still need clarification on the objective for a one day meeting. There are a variety of issues large and small to be addressed including a risk management plan, possibly changing the name and mission of the club to reflect current realities, etc.

Action: Postpone meeting until May

Action: Email availability on weekends in May to Dirk

6. Miscellaneous

- Survey

Action: Dirk to send cover email and link to survey out to members with an April 4 deadline for responses.

- Website update

Action: Dirk will follow up on status of website.

- 2010 / 2011 Board composition

All current Exec Board members intend to stay for another year.

- Hot wax box

The hot wax box may need some repairs. It is currently located at Deep Cove Outdoors.

Action: Bob Putnam will follow up with Mark Forder for repairs.

- Liquidation of snowshoes

And purchase of skate skis.

Action: Bob Putnam will look into selling the snowshoes and ordering short skate skis for the club.

7. **New Business**

8. **Next meeting**

Proposed next meeting for Thursday, April 22.