



**MINUTES - EXECUTIVE MEETING  
HOLLYBURN CROSS COUNTRY SKI CLUB  
Monday, April 22, 2024, 7:40 to 10 p.m.**

**Attendance:** Joanne Fenwick, Morna Fraser, Jen Gow, Andrea Hay, Shannon Harris, Heidi Horlacher, Marieve Legrand, Dirk Rohde, Birgit Weaver, Jake Weaver, and Jenny Williams.

**Online:** Katya Ananyeya, Tim Blair, Megan Scheffer

**Regrets:** Andrea Frisque, Dave Morris

1. Move to accept agenda (Jen/Marieve). All approved. Move to accept minutes from March 4, 2024. (Joanne/Andrea). All approved
2. **Program Reports – brief updates**
  - Jackrabbit – The last two weeks of programming ran smoothly with a positive energy to the end of season (March snow helped!). It was great to see many of the JR coaches and volunteers at the volunteer night. Most coaches have returned skills table feedback on their athletes, and JR materials have been inventoried so we are well prepared to start planning for next season. This year will be a transition year for JR in terms of key volunteer roles.
  - Track Attack – The snow conditions allowed for full evening and weekend sessions in the last two weeks of the season. Many TA skiers attended the Fun Day with positive feedback. We have a lead on a new coordinator for next year.
  - Adventurers – New coaches are being recruited for next season.
  - Racing Team – Our largest team ever attended Canadian Ski Nationals in Ottawa with many volunteers to support the athletes. The conditions were challenging requiring changes to the races with a compressed schedule. The Organizing Committee managed the race as well as possible. Hollyburn was the top BC club and BC won the Aggregate Award. Dryland is starting soon and there are around ten new skiers.
  - Adult Program – Nancy H. has indicated she is interested in continuing next season.
  - Coaching Coordinator – Coordination for courses in the fall has started but snow conditions may not support Callaghan Gold for the fall sessions. A session on neurodiversity for ~ten coaches was delivered by Zoe; some summary notes were prepared for future use. Zoe provided feedback on a Cue Page (All about Me page) and on our registration. The Head Coach Subcommittee of Greg Goodwin, Heidi Horlacher and Megan Scheffer have met and started research on Race Team fees at other clubs in BC.
3. **Past/Upcoming Events**
  - Volunteer Appreciation – The event April 11<sup>th</sup> at Browns Social Club was well attended by our many volunteers.
4. **Financials**
  - Budget – There are several outstanding expenses, but the budget is on track. Gaming grant was submitted but we have not heard yet.
  - Outdoor Recreation Grant – Jenny confirmed Hollyburn is eligible to submit but we must ensure it meets the priority. Serving under privileged groups, specifically neurodiversity was identified as a priority. Proposal intake is later this month, however the intake period later this year is better suited to our club.

- 2024/25 Fees – The fees charged by various clubs across BC for athletes at the “Learn to Compete” level were shared with the Executive. Given our increasing costs a program fee increase may be required. A Fee Subcommittee of Jenny, Heidi, and Megan will meet to provide recommendations to the Executive for consideration. A Volunteer Subcommittee of Marieve, Jen G., Andrea and Joanne will examine fee structure, reviewing definitions of roles, and creating new roles. **ACTION:** Both committees will report to the Executive by May 3 to allow for consideration before registration opens on June 2.
- Operation Snowball – Approximately 9K was donated; thanks to all who supported the fundraiser. **ACTION:** Shannon will examine if Manulife donation was received.

#### 5. **Ongoing Business (Current Club Issues)**

- Departing gift for Corinne – Morna will pick up the gift certificate and Joanne prepared a thank you card for the Executive to sign.
- Long Term Strategic Plan – There was a high response rate to the questionnaire and Gillian is compiling the results.
- 2024/25 Season Planning
  - Zone4 Registration Form – Feedback has been received by Jenn Gow. Please provide your feedback by May 12th to the PDF.
  - Registration Dates – Early registration starts on June 2, 2024, on June 9 for secondary registration, and regular registration starts on June 16 for non-volunteers and new families. **ACTION:** Registration email will be sent by Katya to club members ~May 25<sup>th</sup>.
  - Volunteer Positions – Subcommittee has been established.
  - Calendar – Website needs to be updated. Session dates need to be determined. **ACTION:** Megan will share the calendar with the Executive. **ACTION:** Joanne will check on availability of the website volunteer.
- Ski Swap as a Fundraising Event - Tabled

#### 6. **New Business**

#### 7. **Next Meeting** Monday June 17, 6:00 Motion to adjourn Morna