



**Whitehorse Cross Country Ski Club
Board of Directors Meeting
January 22, 2018, 7:00 p.m.
Sport Yukon**

MINUTES

ATTENDEES

Board Members

Dermot Flynn, President Diane Billingsley, Vice-President Adam Greenwood, Treas.
Bengt Pettersson, Secretary Jonathan Kerr Craig Thur
Bill Curtis, Past President

Club Management

Jan Polivka, Operations Manager Corinna Warren, Club Manager

Regrets

Susan Tinevez Marcus Waterreus

1. Call to Order at 7:07 pm

2. Additions and Approval of Agenda

The draft agenda was approved without additions.

3. Review and Approval of Minutes

The December 20, 2017 Board Meeting Minutes were reviewed.

Motion: to approve the December 20, 2017 Meeting Minutes without any changes
Moved by Bill Curtis, Seconded by Craig Thur. **Carried**

Discussion and Decision Items

4. Capital Planning

Adam presented the draft Capital Asset Inventory, and Board members and staff had some questions and suggestion on the continued work on this plan.

Action: Adam will continue to develop this plan, with Jan and Corinna, for a future presentation to the Board for approval.

5. Meeting with CCY

Dermot summarized the joint meeting with CCY on January 16, and Grant Abbott's presentation of an options paper on homologation to achieve FIS standard for hosting large events. The preferred option presented in Grant's paper would result in an additional stadium built at Telemark Hill. The Board was also advised that another option may be suggested; however, this has not yet been presented to the Board. Diane suggested that the Board needs to have a Homologation Committee, and a separate committee for applying for events such as the ski Nationals.

Action: Dermot will discuss with Dominic, and Diane will work on preparing for the events application.

Under the heading of Homologation, the Board also discussed the question from the City regarding upgrading of the ski bridge, and the option presented by the City.

Action: The Board declined to contribute \$100,000 to a larger upgrading and widening of the bridge. The bridge should instead be repaired by the party that caused the damage to the bridge.

6. Review of Long-term Projects in Workplan

Bengt provided an update of the long-term projects in the Workplan. Diane has accepted the lead for the Policy Manual review. Bengt and Dermot have offered to assist. One other project is the approval of Board job descriptions. This is one of the remaining pieces the governance review that was started in 2016.

Action: The Board approved the Board job descriptions as presented.

7. Celebrations/Donations for our Olympians

The celebrations were discussed and initial preparations made; however, we need to wait with further work until the official ski team for the Olympics has been announced.

8. CCC Insurance for Board and staff members

Diane informed that she has received confirmation that the Club has insurance coverage for Board members and staff through the Club's affiliation with, and fees paid to, Cross Country Canada (CCC).

9. Upper Valley Hut

The construction of a hut at The Ridge on Upper Valley Trail was discussed. The Youth Achievement Centre is ready to build a basic hut, and we have initial drawings and a local benefactor that would like to make a donation for this hut. One idea was presented where some people would like to see a larger hut built where people can sleep over and that can be used for ski team training camps. However, other members in attendance were not in favour on his proposal, as such a hut would be different than the intent of the donations by the Youth Achievement Centre and the benefactor.

Motion: to approve the building of a hut at The Ridge on Upper Valley Trail, subject to government approvals, and based on drawings provided by the Youth Achievement Centre. Funding will be provided by a local benefactor, and with in-kind funding provided by the Youth Achievement Centre.

Moved by Bill Curtis, seconded by Craig Thur. All in favour, except Jonathan Kerr who abstained from voting.

Carried

10. Congestion at Mt Mac Rec. Centre

Dermot presented the concerns regarding recent significant congestion at the Mt McIntyre Recreation Centre due to concurrent events at the facilities; such as ski races, ski classes, curling events, and other events at the Grey Mountain Room. Especially

parking has become an issue. We need to discuss events coordination with other organizers.

Action: Dermot will coordinate and work with staff. Craig offered to assist.

11. 2016/2017 Financial Statements – Summary

Deferred to the next meeting.

12. Ski Club Feedback from member(s)

The ski club has received some comments and suggestions regarding its newsletter. Other people have provided comments regarding the Club's use of social media.

Action: Diane and Corinna will work on a Communications Strategy for the Club, which should address some of these issues.

The Club has also received some comments and suggestions regarding the Trail Reports on the website.

Action: this will be discussed further at the next meeting of the Executive.

13. Workplan/ Ski Club Timeline

Bengt reported that, in general, we are in good standing regarding the Timelines portion of the Workplan. However, he needs information from Corinna to complete some items.

14. Financial Report 2017/18 to date

Adam Greenwood presented the Financial Report as of January 2018, and some statistics and trends how outside temperature affects sales and rentals.

15. Club Manager's Report

No significant questions were raised on the Club Manager's report.

16. Operations Report

No questions were raised on the Club Manager's report.

17. Health and Safety

Safety awareness comes with a culture of safety! Staff were encouraged to bring up safety, for instance as tailgate meetings, etc., to develop a culture of safety and to promote safety in all aspects of what we do.

Adjournment: the meeting was adjourned at 09:20 pm

Next Board Meeting: February 26, 2018