

XC Chelsea Masters Board Meeting

May 25, 2020

Zoom/6:00pm

Minutes

Invited: H.MacDonald (HMD), J.Coburn (JC), A.Butler (ABu), G.Crevier (GC), Peter Ostrom (PO),
Liz von Moos (LVM), Nicole Rayner (NR), Sara Rykov (SR)

Excused/Absent:

Next meeting:

AGENDA

Chair: JC **Note taker & timekeeper:** SR

#	Lead	Item	Description / Notes & decisions / Action Items
1		Opening & welcome Approval of agenda & minutes	DESCRIPTION: • Approval of agenda. • Approval of April 6 Minutes (link). DECISIONS: Agenda & minutes approved.
2	JC	Review of action items	DESCRIPTION: See running list below. NOTES & DECISIONS:
3	HM	Treasurer's report	DESCRIPTION: • Review of Treasurer's Report. NOTES & DECISIONS: • If XCCM were not able to operate for the 2020/2021 season due to Covid-19, base operational costs would be approximately \$1000. • Forecasting \$3800 surplus (taking into account Covid-19 related member refunds, and reduced social committee budget resulting from Covid-19 restrictions on gatherings) • Used \$2000 FAE sponsorship funds, will carry \$1000 over to next season

			Fundrace payout \$2500 - sitting in account, waiting to be paid out to the elite athletes.
4	JC	Survey Feedback	DESCRIPTION: - Review survey feedback & develop action plan. Winter Survey Summary Fall Survey Summary NOTES & DECISIONS: - Discussion regarding how to post survey data to the club website. Decided to post raw data. ACTION ITEMS: - LVM to format data so that individual respondents are not identifiable. ABu to post on the website.
5	JC	FAE Sponsorship money	DESCRIPTION: - Discuss FAE Sponsorship money, generate ideas for how to use to good effect for Fall 2020 season. NOTES & DECISIONS: - Use sponsorship money to enable us to shift programming to meet demands of Covid-19 public health guidelines. - Possibly use money to fund online speaker series. ACTION ITEMS:
6	JC	Covid-19/Fall 2020	DESCRIPTION: - Discuss Covid-19 impact on Fall 2020. NOTES & DECISIONS: - JC shared Cross Country Ski Ontario's post - Stage 1 of Ontario's Re-opening - Discussed need to be prepared for various scenarios regarding Public Health restrictions on group training for the 2020/2021 season. ACTION ITEMS: - Board members to consider possible restrictions and to brainstorm changes we can make to our program, as well as alternative program offerings. Board members to add ideas to Fall Programming alternatives document for discussion at future board meetings.
7	All	Updates	DESCRIPTION: Floor open for Board members to provide updates on their portfolios. NOTES & DECISIONS:

			- PO proposed Summer Challenge idea. Board driven initiative to encourage XCCM members to stay connected with the club via Facebook. Board members and other members to create weekly challenges that will be shared on Facebook (biking, swimming, bread baking etc). ACTION ITEMS: - PO to send newsletter item outlining the details of the Summer Challenge.
8	JC	Adjournment	Next Meeting Date? June 22 Next Meeting Location? Zoom

ONGOING ACTION ITEMS

#	Who	What	Due Date
1	JC	Ask the Fundrace committee to let the board know who the athletes are and what the selection criteria was.	Spring/Summer 2020
2	JC	Ask Fundrace committee about their plans for next year	Fall 2020
3	JC/LVM	Newsletter item to ask members to check their address information, so that we can issue refund cheques.	ASAP
4	HMD	Investigate what our expenses would be for a season if we are not able to run a program next season.	May
5	JC/LVM	Share survey results with board members via email.	May
6	ALL	Look over survey results to see if we can use the information to make any improvements within our roles/portfolios.	May
7	JC/LVM/ ABu	Think about how post survey results on website.	May
8	JC	Communicate with board regarding Athlete recognition ceremony discussion with Francois.	Spring/Summer 2020
9	JC	Create a Strategic plan roadmap newsletter item.	May

FORWARD AGENDA ITEMS

#	Who	What	Meeting Date
1	HMD/PO	Review compensation for coaches	Spring/Summer 2020
2	PO	Discuss future policy for High Fluoro wax.	Spring/Summer 2020
3	PO/JC	NCC letter regarding club use/regular trail users.	Spring/Summer 2020
4	JC	Strategic Plan Process	Spring/Summer 2020