XC Chelsea Masters Board Meeting

June 22, 2021

25 Northview Road/[Google Meet]

6:00pm

MINUTES

Invited: Holly MacDonald (HMD), Julie Coburn (JC), Allan Butler (ABu), Peter Ostrom (PO), Liz von Moos (LVM), Nicole Rayner (NR), Sara Rykov (SR), Sandra Kiviaho (SK)

Excused/Absent:
Next meeting:

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 March 16 Minutes (link). DECISIONS:
2	JC	Review of action items	DESCRIPTION: See running list below. NOTES & DECISIONS:
3	HMD	Treasurer's report	DESCRIPTION: Treasurer's Report ● Review Treasurer's Report(link) ● Discuss rebate for 2021-2022 season NOTES & DECISIONS: ● Bank Reconciliation done. Approximately $20k in bank.

			- HMD applied for funding from the Cross Country Ski Ontario COVID Relief Fund. The Ministry of Heritage, Sport,Tourism and Culture provided the funding. Applications were received from 30 clubs, We were awarded $2049. Funding is for incremental costs incurred by the club as a result of the pandemic. The club will send members who were registered for Fall 2020 Tuesday/Saturday dryland program a promo code to be applied to any 2021 - 2022 Program Registration. This is intended to recognize that we had to cancel 3 Tuesdays and 3 Saturdays as a result of Covid related public health restrictions. ACTION ITEMS: - ABu to set up promo code for 2021 - 2022 programming. HMD to provide details by member. - HMD will write to Cross Country Ski Ontario and formally thank them for their support.
4	SK	FAE	DESCRIPTION: - Discussion about FAE sponsorship arrangement, in light of the difficult retail environment caused by the pandemic. - Discussion how to spend FAE cash/goods-in-kind sponsorship funds. NOTES & DECISIONS: $2500 cheque received from FAE for 2020 - 2021 season in December 2020. $2000 is the amount included in the agreement for final year, Year 3 . - The board generally felt that we should open a discussion with FAE about the sponsorship agreement to offer alternatives in light of the difficult retail environment caused by the pandemic. - SK suggested an alternative to using the goods-in-kind portion of sponsorship agreement as door prizes for social events. Give all 2021 members a ski related accessory from FAE, such as a wax scraper, or water bottle. ACTION ITEMS: - HMD, SK to craft an email to Patrick Scott at FAE suggesting a deferral of the cash portion of the sponsorship agreement is available and to enquire about possible order for a membership gift for 2021.
5	LVM	Communications Director Update	DESCRIPTION: Review End of Season Member Survey (link) NOTES & DECISIONS: ACTION ITEMS:
6	PO	Athletic Director Update	DESCRIPTION: Summer Program

			● Silverstar NOTES & DECISIONS: ● The club will offer the following summer programs. Tuesday - evening dryland. Thursday evening - rollerski. Saturday morning - variety pack. ● Club to offer a winter camp at Silverstar with Coaches Dan and Peter L. Last week of November/First week of December. TBD. ● Club may want to consider roller ski clinics for members who are interested in rollerskiing in the fall, but need a refresher or an introduction. Clinics to be offered before Fall season begins. ACTION ITEMS: ● HMD/PO to discuss pricing for summer programs. ● ABu to post summer programs. ● LVM communication to members regarding summer programs. ● PO to coordinate with coaches regarding summer programming. ● PO to coordinate with coaches regarding Silverstar dates.
7	JC	Other	DESCRIPTION: ● AGM Date ● Planning for succession of board member roles NOTES & DECISIONS: ● JC announced her resignation. NR will take over as interim president, until the AGM. ● AGM to be held on Wednesday, September 8. Location TBD. Possibly online again, as this was quite successful. ACTION ITEMS: ● LVM communication to members regarding AGM date, and an invitation to stand for election to the XCCM board.
9	JC	Adjournment	**Next Meeting Date?** **Next Meeting Location?**

ONGOING ACTION ITEMS

#	Who	What	Due Date
~~1~~	~~LVM~~	~~Create newsletter item highlighting members who participated in Virtual Gatineau Loppet and/or Canadian Ski Marathon~~	~~ASAP~~

~~2~~	~~LVM/PO~~	~~Create a survey for members regarding interest in Summer Programming.~~	~~ASAP~~
~~3~~	~~PO/HMD~~	~~Discuss program costing for Summer Programming.~~	~~ASAP~~
~~4~~	~~All~~	~~Board members to review Race/Adventure report for omissions.~~	~~Sunday, March 21~~
~~5~~	~~LVM~~	~~Post on Facebook to request members to email the club regarding their races/adventures.~~	~~ASAP~~
~~6~~	~~HMD~~	~~HMD to take Board feedback to Andrea and continue with design.~~	~~ASAP~~
~~7~~	~~HMD~~	~~Bring final design for summer uniforms back to board for April meeting.~~	~~ASAP~~
~~8~~	~~SR/LVM~~	~~Advertise last FAE speaker series presentation on FB and in newsletter~~	~~March 29~~
~~9~~	~~All~~	~~Board members to give consideration to candidates for the president role.~~	~~Ongoing~~

FORWARD AGENDA ITEMS

#	Who	What	Meeting Date
2	HMD	Modify Facebook Model - using Ottawa Women's Cycling Network as an example. Have a Private group for paid members only and a Public group for the community.	Spring/Summer 2021