

XC Chelsea Masters Board Meeting

November 21, 2022

Virtual

6:00-8:00pm

Minutes

Invited: Morag Cowell (MC), Allan Butler (AB), Nicole Rayner (NR), Sara Rykov (SR), Cindy De Cuypere (CDC), Sara Ednie (SE), Peter Ostrom (PO), Sandra Kiviaho (SK)

Absent:

Chair: NR

Note taker & timekeeper: SE

Lead	Item	Description / Notes & decisions / Action Items
NR	Opening & welcome	DESCRIPTION: • Approval of agenda and last meeting minutes
NR	Action Items	DESCRIPTION: • See below
MC	Treasurer Update	DESCRIPTION: ● Review of Proposed Budget • Leave cost for coaches uniforms • Keep social and end of year party funds (combine) • Board decided to make donation to St. Michael's Ski program \$1250 (paid) • Noted HST collection requirement if meet \$50k revenue • Update on financial committee • 5 members • Will set up meeting and develop list of proposals to present to Board.

PO/NR	Programs	DESCRIPTION: - Program updates updates: Starting January 3 - Evolve - Peter will follow up - Tuesday - Evolve for fall - No late owl for Tuesdays for December - Winter Saturday set at 55 at this point - once get schedules may be able to increase - 8:30 start - Parking lots: P5, P9, P17, P7, P11, P6 - Winter Tuesday set at 22 - Ski with ease - 20 2 coaches Wednesdays - Discount: - Agree 20% discount if sign up for 2 programs
SR	Social	DESCRIPTION: ● Christmas Party - o Location: Trevor's house - o Late afternoon ski out of parking lot in Chelsea and then move to Trevor's - o Potluck - o Potential fundraisers ▪ Cookie exchange or something to raise money for St. Mike's ▪ Moose ear toss fundraiser ● Nicole - o Dan might talk about opportunity for XCCM members to become involved in St. Mike's program/Charity (give time, teaching teachers to wax skis, etc) ● Have scrapers
All	Round-table	- Allan - 100 Members (as of today), including 10 coaches - Cindy - End of fall survey: Do two surveys, winter camp can be switched to winter programs, offer \$50 certificate for draw for filling - Sara R - Xmas party December 18th at Trevor's house - Nicole - Welcome to winter newsletter. Will send out welcome to winter first week of January.

NR	Adjournment	Next Meeting: January 9, 2023 Next Meeting Location: In Person
----	-------------	---

ACTION ITEMS

Who	What	Due Date
All / NR	Continue to update Board Transition Document Board transitions - reminders - Created in root directory	on going
SK	Meeting with FAE November - Will meet next week. Have indicated proposing similar contract and have requested 2 free memberships for FAE members to attend if have time. - Decision: treat FAE members as guests - request that they email XCCM (Nicole) to notify that they will attend and bring a signed waiver - Sign contract - one officers should sign. SK will notify when ready for signature	Follow up with FAE to finalize contract and notify about FAE attending sessions.
PO	Follow up with Mike at Evolve about winter strength training	before Jan 3
All	Newsletter: Items to submit for newsletter - Donations: - St. Michael's (NR to provide write up on donation and program with Dan's input) - Last year (Holly provided summary) - Xmas Party (December 18th) (SR to provide input) - Fall Program Survey	Cindy to send out deadline for input
NR, MC	MC to update proposed Budget. Input/Action: • MC/NR to check on october meeting cost • MC to look into accounting software and report back on recommendation to purchase • NR to provide MC spreadsheet with coaching hours	MC to update proposed budget and circulate via email for approval before Jan meeting.

NR	Welcome to winter newsletter	First week January
SR	- post Xmas party details on Facebook once finalized	Prior to going to Silverstar
NR	Follow up with Dan about presenting to club about opportunities to help St Michael's ski program	
All	Let SE know if you can host the Jan 9th meeting	By Jan 3
All	Remember to provide club updates at practice (SE and MC on Tuesday) (others Saturday)	Ongoing

FORWARD AGENDA ITEMS

Who	What	Meeting Date