

MINUTES

XCCM Board Meeting

9 December, 2024, 6:00-8:300 PM

329 Ch. du Lac Meech, CHelsea QC

Present: Francois Dubrous (FD), Jeff Hammell (JH), Peter Mallory (PM), Nicole Rayner (NR), Sara Rykov (SR), Allan Butler (AB), Morag Cowell (MC), Philippa Gross(PG)

Chair: NR

Note taker & timekeeper: PG (pggross1957@yahoo.com 613-720-1164)

#	Time	Lead	Item	Description / Notes & decisions / Action Items
1		NR	Opening	DESCRIPTION: 1) Agenda approved (FD/AB/unanimous) 2) 2024.11.11 BoD MINUTES approved (FD/MC/unanimous)
2		NR	Action Items	Reviewed Action Items listed in Nov 11 Minutes
3		NR	President update	DISCUSSION: WInter programs: Saturday: 60 + 10 - full Tuesday and Wednesday sessions: spaces still available AI: Review emails with issues for those still wanting to register
4		MC	Finances	DESCRIPTION: Update on financials Bank account status is good. Will go to surplus again. Accounting software transition is on-going. HST and GST - seeking ongoing advice on accounting approach AI: On-going - MC to update the list of directors w/ CRA CRA still lists several past directors, to be removed through the My Business account All Board members to add in any information they have on former Board members Send write-up to Allan to find clarification on taxes (as he might be able to find out).
5		AB	Registrar	DESCRIPTION: Update 125 members to date < last year (129) AB looking into ways to easily flag coaches who have purchased a club membership. Membership is mandatory for coach insurance. AI: Go Live document - Starting a calendar of practices
6		FD	Athletic	DESCRIPTION: Update on programming and coaching Winter Camp review - Priority to Tier 1 members (locals)

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				- must register by deadline - coaches must be XCCM coaches because of liability - this year 3 coaches, next year possibly 4 - coaches paid for their time not food, lodging or flights Winter programming - possibly adding other clinics for end of February - wax clinic earlier in the season Option for another Mental Performance Workshop with Greta? A repeat of or perhaps a follow on. Coaches need to learn to use Coach Now. Would it be paid time? AI: Posting of survey results - on-going. Possibly do a survey for winter camp. Proposal re: coach bonuses Supply Peter with a list of waxes needed for waxing clinics
7		SR	Comms	DESCRIPTION: Next newsletter January 10, 2025 For reference: 2024-2025 Communication Plan Information to be sent by January 7th: Jeff - Blurb on Bingo Peter - write up on Fresh Air Francois - list of events and races from January to March - fall survey results - clinics Nicole - Welcome to Winter AI: Give Allan access to Board Calendar
8		PM	Member at Large	DESCRIPTION: Update Key points from NCC Dialogue: - Friends of the Park - volunteering in the summer. Repost of Facebook. - New maps - winter/summer, ski/snowshoe - New parking lot P10B Jackaroo - future discussion: design update, change supplier? AI: PM to develop a spending plan for FAE in-kind budget
9		JH	Social	DESCRIPTION: Update on Social Three upcoming events; - Christmas Party (successful) - New Year Day ski ... or hike - Welcome Back party post ski, at Nicole's on 25 Jan. AI: Ideas for text and graphics for Bingo Discuss an appropriate app with SR

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10		NR	New Business	DESCRIPTION: Emergency protocol -concussion Coach training, liability, insurance AI: NR to update transitions document with emergency protocol info (mostly just instructions on WHERE to find info - aka website and XCSO. Update links in G Drive to point to the Nordic Canada website so that in future we have access to the latest forms.
11		NR	Roundtable	DESCRIPTION: Additional key information/highlights of which the Board needs to be aware
12		NR	Next meeting & Adjournment	DESCRIPTION: 1. next meeting: January 6, at Philippa's (6312 Paddler Way, Orleans) 2. Adjourned at 8:25 pm (NR/FD)

XCCM BOD MEETINGS

#	Dates	Held
1	2024.09.12	✓
2	2024.10.21	✓
3	2024.11.11	✓
4	2024.12.09	✓
5	2025.01.06	

#	Dates	Held
6	2025.02.05	
7	2025.03.10	
8	2025.04.14	
9	2025.05.12	
10	2025.08.11	