

MINUTES

XCCM Board Meeting

6 January, 2025, 6:00-8:30 PM

6312 Paddler Way, Orleans, On

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 (pgross1957@yahoo.com 613-720-1164)

#	Time	Lead	Item	Description / Notes & decisions / Action Items
1		NR	Opening	DESCRIPTION: 1) Agenda approved (FD/PM/unanimous) 2) 2024.12,09 BoD MINUTES approved (MC/NR/unanimous)
2		NR	Action Items	Reviewed Action Items listed in Dec 9 Minutes Calendars - decision is to have four separate ones AI: Nicole to clone three calendars. Convert original to social calendar Jeff to disseminate info via email with links and instructions
3		NR	President update	DISCUSSION: "Welcome to Winter" Feedback on coaches - to go to xccm gmail account (not instituting a separate "feedback" email) Safe Sport - inquiry about who the "3rd party" is for conflict of interest/harassment. This is documented in the policy documents on the website Member volunteers: Ways to get people involved in the club community. - If someone wants to help out or has special skills. - Brainstorming ideas: run Cheer committee organization of orienteering event on snow fall camp organization and bookings pick up coffee/drinks for socials Wednesday liaison - make announcements communication spokesperson AI: Nicole to send email to Francois showing what she submitted for Brittan's incident report
4		MC	Finances	DESCRIPTION: Update on financials Cash in bank high as coaches' Fall payments not processed yet. Revenue up compared to last year due to winter camp higher attendance. income tax to be filed HST and GST - seeking ongoing advice on accounting approach AI: HST/GST - MC to get expert advice to make sure it is being done right.

#	Time	Lead	Item	Description / Notes & decisions / Action Items
5		AB	Registrar	DESCRIPTION: report on membership
6		FD	Athletic	DESCRIPTION: Update Incident report re: Brittan. Submitted following protocol with Nordic Canada and XCSO Resources now on the web. Info from Safe Sport on what to do. Follow-up to ensure that coaches have their First Aid kits (provided by PeterO) with them when coaching. Jamie in charge of assigning coaches for all practices. Mike and Tom are back-up coaches. 11 coaches in total. Fall Camp: the 2024 camp had fewer activities than previous years. Suggestions for 2025: a two-day training planning, including a Saturday morning consistent with the regular programming, Sat afternoon and Sunday morning coached options. Final format to be further discussed in the Spring, ie prior to summer break as Camp final details dealt with late summer/very early fall. Suggestion that it should be held closer rather than in the States. AI: Nicole sending email to Francois showing what she submitted Francois to make sure all coaches have done their bios Francois to join Peter to choose prizes
7		SR	Comms	DESCRIPTION: Next newsletter March 7 For reference: 2024-2025 Communication Plan AI: - Francois to send info on clinics, events, racing - Jeff info on Scavvy and social dates - Peter info from FAE
8		PM	Member at Large	DESCRIPTION: Update Prizes for events Discussion on XCCM clothing redesign. Leave as is. Look at summer clothing. AI: Peter to choose prizes with Francois's input
9		JH	Social	DESCRIPTION: Update on Social Events; - Christmas Party: successful. Next year: ski before the party - New Year Day ski: successful. Next year: bring lunches instead of cookies - Welcome Back party post ski, at Nicole's on 25 Jan. Potluck/ prizes. - Hut Luck - Feb 23 - End of Season Party - Social & Athletic Challenge Awards AI: Jeff change date for end of season party Working on Scavvy App Everyone to add two challenges to the list
10		NR	New Business	NIL

#	Time	Lead	Item	Description / Notes & decisions / Action Items
11		NR	Round-table	DESCRIPTION: Additional key information/highlights of which the Board needs to be aware
12		NR	Next meeting & Adjournment	DESCRIPTION: 1. next meeting: February 5th, 2025 location TBC 2. Adjourned at 8:30 pm

XCCM BOD MEETINGS

#	Dates	Held
1	2024.09.12	✓
2	2024.10.21	✓
3	2024.11.11	✓
4	2024.12.10	✓
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	