

Minutes

XCCM Board Meeting

April 14, 2025, 6:00-9:00 PM

Invited: Allan Butler (AB), Morag Cowell (MC), Francois Dubrous (FD), Philippa Gross (PG), Peter Mallory (PM), Nicole Rayner (NR), Jeff Hammell,
 Absent: Sara Rykov (SR)
 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) Approval of Agenda (NR/FD) 2) Approval of February Minutes (FD/MC)
2		NR	Action Items	DESCRIPTION: Review Action Items
3		AB	Registration	DESCRIPTION: - Fall Go Live date - Registration Aug 27th., same date as AGM - First practice - September 6th
4		NR	President update	DESCRIPTION: - donations - KichiSibi, OWWT, RWT, Britannia, Orleans Nordic trail, \$200-\$250 TBD - Next meeting - possible increase in rates - AI - April/May aka Last newsletter - President's Message, Save the Date Items,
5		MC	Finances	DESCRIPTION: Update on financials - Budget in good shape. - Discussion on GST/HST and corporate registration (issue of federal vs provincial, language implications) AI - \$150.00 to Peter for End of Year party - MC to get legal advice on taxes - MC to send wording/clause to Francois for AC Contract re: French/English agreement - FD to seek Chelsea Nordiq point of contact for info on tax and corporate regulations - NR to talk to XCSO for information on Quebec Safe Sport vs Ontario Safe Sport
6		FD	Athletic	DESCRIPTION: updates Coaches and Athletic Coordinator: - All invoices are in. - Contract Performance Bonus. A committee developed a proposed calculation formula for 24-25. Board approved.

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				- Athletic Coordinator 25 -26. Jamie Kallio was approached. He agreed to take on the role next year. The Athletic Director and Jamie worked on minor updates for the 25-26 Contract terms based on the 24-25 experience. The contract is ready to sign. Clause re:French/English to be added. Board approved. Dryland program: - Evolve Mike Patone to revise the warm up and strength program for dryland, to establish standardized sets of periodized exercise routines; to hold a demo session for coaches in early fall, to train coaches on how to perform exercise properly and safely. - May be required to complement the current set of dumbbells and kettlebells. Member survey: Proposal was to carry an online survey. Other, more targeted means were used to get feedback on specifics, including on-going discussion with the AC, and seeking feedback on a regular basis from members after practices. AI - Save the Date items for newsletter FD- Write up for Fall camp for the newsletter
7		JH	Social	DESCRIPTION: Update on Social - Discussion on whether to run a summer challenge - Looking for volunteers to post activities AI JH - Newsletter - Extracurricular activities for the summer - one a month JH/FD - Newsletter Promo to hype Fall Camp JH - Post the winners of the Challenges on FB
8		SR	Comms	DESCRIPTION: Update on comms Board to send entries to SR by April 21st. - NR - President's Message - NR - Cowbell Award Winner - NR - Solicitation for new Board members for 2025-26 - JH - Summer extracurricular 2025 - JH - AGM date and Fall Registration - Aug 27, 2025 - PM - Summer Clothing from Jakaroo - Dryland shirts - FD - Fall Camp at Mont St. Marie - Oct 3-5, 2025 - FD - First practice - Sept, 6, 2025 AI - April newsletter - publication target date April 26th For reference: 2024-2025 Communication Plan
9		PM	Member at Large	DESCRIPTION: Update on various files - FAE money - possibly less generous next year - discussion on why and how it should stay the same, other options if not. - Jakaroo to open possibly April 26th for summer apparel - dryland shirt

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				AI - PM Get gift certificate to Jeff for Ann-Marie Foley's challenge win - when ready, get the Jackaroo store open
10		NR	Round-table	DESCRIPTION: Additional key information/highlights of which the Board needs to be aware Next meeting - discuss talking to people about joining the Board
11		NR	Next meeting & Adjournment	DESCRIPTION: 1. next meeting: May 12th at: 2. Adjournment [9:00]

ACTION ITEMS

Lead	Item	Due/Revised Due Date	Completed
FD	Buy insulating space blankets (check Canadian Tire) - MOVED to Forward Agenda	Sept	
NR	Talk to XCSO for information on Quebec Safe Sport and Ontario Safe Sport		
NR	April newsletter - President's Message, Cowbell Award winner, Solicitation for new Board members for 2025-26	21 April	
JH	April newsletter - Summer extracurricular 2025, AGM date, Fall Registration date (Aug 27, 2025)	21 April	
PM	April newsletter - Summer Clothing from Jakaroo, Dryland shirts	21 April	
FD	April newsletter - Fall Camp (Mont St. Marie, Oct 3-5, 2025), First practice (Sept. 6, 2025)	21 April	26 April
JH	Post the winners of the Challenges on FB		done
JH	Promote Fall Camp in FB	late April/May	
FD	Seek Chelsea Nordiq point of contact for info on tax and corporate regulations		
MC	\$150.00 to Peter for End of Year party		
MC	Get legal advice on taxes/corporate regulations		
MC	Send clause to Francois for AC contract re: French/English agreement		
SR	April newsletter - publication target date April 26th	April 26	
PM	Get gift certificate to Jeff		
PM	when ready, get the Jackaroo store open	April 26	

FORWARD AGENDA ITEMS

Lead	Item	Timeline
Athletic Director	Implement consistency of Fall/Winter Camp coach compensation	Sept 2025
Athletic Director	Review of safety plan and 1s aid kits with Athletic Coordinator	Sept 2025
Board	Address filling (two) open Board positions	May 2025
Board	Use of calendars as primary communication channels from Board to members	Sept 2025

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	2025.02.10	✓
7	2025.03.10	✓
8	2025.04.14	✓
9	2025.05.12	
10	2025.08.11	