

MINUTES
XCCM Board Meeting
February 5, 2025, 6:00-8:30 PM
Flippers, 819 Bank Street

Present: Francois Dubrous (FD), Peter Mallory (PM), Nicole Rayner (NR), Sara Rykov (SR), Allan Butler (AB), Morag Cowell (MC), Philippa Gross(PG)
Absent: Jeff Hammell (JH),
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 (NR/FD/unanimous) 2) 2025.2.5 BoD MINUTES approved (FD/NR/unanimous)
2		NR	Action Items	Reviewed Action Items listed in January Minutes
3		NR	President update	DISCUSSION: Calendar - what's working best? AI: Calendar - will send email with instructions and link for use FB post looking for lead for Loppet Cheer Squad
4		MC	Finances	DESCRIPTION: Update on financials \$1800 surplus now Budgeted for 6 coaches each week but usually only 5 coaches Donation discussion at March meeting Laurie cobbs helping with Quickbooks Taxes done AI: HST/GST: get expert advice to make sure it is being done right
5		AB	Registrar	DESCRIPTION: Brittan - Should she get a refund as she was injured while skiing with the club? Sara will speak to her to see what she wants to do. AI: Pay Nordic Canada winter fees for insurance.
6		FD	Athletic	DESCRIPTION: Update Athletic Coordinator - Jamie - Doing well, proactive, motivating coaches to submit practice info early Clinic info must be timely. Where and when and with whom

#	Time	Lead	Item	Description / Notes & decisions / Action Items
				Event - Waxing clinic #1 at Ed C. - \$10.00. Waxing clinic #2 at FAE, free, after hours. Led by Peter Hamilton. Worked well - 20+ people. Benefitted FAE and XCCM. Gatineau Nordique Sport offers XCCM discounts for ski grinding or combo grinding/waxing. This year was offered prior to the Loppet, next year possibly early Winter as well. Fall camp - vision for 2025. Make it local, ~ a two hour drive. Rollerskiing, running/hiking, cycling. AI: Speak to Jamie- clinic information needs to be posted a couple of days ahead. Also about the number of coaches for practices. 5 or 6? Look into First Aid kits - who doesn't have one. Buy insulating "space blankets" for kits. Reminder for wax clinic February 13th Figure out routes for Cookie Beiner
7		SR	Comms	DESCRIPTION: Next newsletter March 7 (Last one April 11) FD - Loppet/racing recap FD - reminder of last practice date JH - year end party and socials MC - CSM recap (14 XCCM registered. Five of them women doing Gold) Sara stepping down from role for next year SR - For reference: 2024-2025 Communication Plan AI: Speak to Brittan re: refund due to injury Email re: Cowbell Award recommendations Facebook post with instructions and link for calendar
8		PM	Member at Large	DESCRIPTION: Update FAE- \$2500 for XCCM Prize budget left - \$1200 for Cowbell, End of Year Jackaroo - Summer kit same as in previous years Looking into XCCM cotton t-shirts from elsewhere . Subsidized? AI: Chose date for End of Year Party Get gift certificates for awards
9		JH	Social	DESCRIPTION: Update on Social Events: Loppet Cheer Squad - at Mica - Alan Bolster took lead Saturday/ Nicole on Sunday HutLuck - March 13 Cookie Beiner - Postponed to March 16th. Everyone gathers at Renaud then different routes posted End of Year - Peter to chose date AI: Still working on Scavvy. \$50.00 for lifetime membership.

#	Time	Lead	Item	Description / Notes & decisions / Action Items
				Share info about the app with club Last practice - tailgate?
10		NR	New Business	DESCRIPTION: AI:
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: March 10, 2025 at: 306 Duncairn (MC's) 2. Adjourned at 8:00 pm NR/PG

ACTION ITEMS

Lead	Item	Due/Revised	Completion
NR	Calendar - will send email with instructions and link for use		
NR	FB post looking for lead for Loppet Cheer Squad		
AB	Pay Nordic Canada winter fees for insurance.		
FD	Speak to Jamie- clinic information needs to be posted a couple of days ahead. Also about the number of coaches for practices. 5 or 6?		
FD	Look into First aid kits - who doesn't have one. Buy insulating "space blankets" for kits		
FD	Reminder for wax clinic February 13th		
FD	Figure out routes for Cookie Beiner		
JH	Jeff to disseminate info via email with links and instructions re:calendars		
SR	Speak to Brittan re: refund due to injury		
SR	Email re: Cowbell Award recommendations		
SR	Facebook post with instructions and link for calendar		
PM	Chose date for End of Year Party		
PM	Get gift certificates for awards		
JH	Still working on Scavvy. \$50.00 for lifetime membership.		
JH	Share info about the app with club		
JH	Last practice - tailgate?		
MC	HST/GST - Get expert advice to make sure it is being done right.	no progress	
JH	change date for end of season party	on-going at Peter's	
Board	add two challenges to the list for the scavenger hunt		
NR	Nicole to clone three calendars. Convert original to social calendar		Done - Jan 10
NR	Nicole to send email to Francois of her edits to the Incident Reporting instructions on the Google Drive		Done - Jan 10

FD	make sure all coaches have done their bios		Done Feb 5
FD/PM	Choose prizes from FAE		Done - Jan 10
JH	testing stage of Scavvy, etc		Done - F b 5

FORWARD AGENDA ITEMS

Lead	Item	Timeline
Athletic Director	Next year - make sure Fall/Winter Camp compensation is consistent	
Athletic Director	Coach bonuses	
Board	Choose dates for clinics - COMPLETED	Nov 2024

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	2025.02.5	✓
7	2025.03.10	
8	2025.04.14	
9	2025.05.12	
10	2025.08.11	