

Minutes

XCCM Board Meeting

March 10, 2025, 6:00-8:30 PM

Invited: Allan Butler (AB), Morag Cowell (MC), Francois Dubrous (FD), Philippa Gross (PG), Peter Mallory (PM), Nicole Rayner (NR), Sara Rykov (SR)
 Absent: Jeff Hammell
 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 - Woman from Merrickville - not this year - Send list of eligible presidents for next year AI - Ask Cathy Cottell for race re-cap - Send March Newsletter, April/May aka Last newsletter - President's Message, Save the Date Items,
5		MC	Finances	DESCRIPTION: Update on financials - Revenue higher than expected (winter camp and membership) - Surplus currently projected to be \$4000 - Final decision on donations required (winter trails?) - Is it worth it to pay a bookkeeper? HST/GST AI - Nicole to talk to Sophie Matte - Sara to talk to Lorraine at Spoke Sisters
6		FD	Athletic	DESCRIPTION: updates
7		JH	Social	DESCRIPTION: Update on Social - April 12th - At Peter's - AI - Extracurricular activities for the summer

#	Time	Lead	Item	Description / Notes & decisions / Action Items
				Promo to hype Fall Camp
8		SR	Comms	DESCRIPTION: Update on comms - March newsletter items - AGM - Save the Date For reference: 2024-2025 Communication Plan AI - assemble March newsletter for mid/late March (SR).
9		PM	Member at Large	DESCRIPTION: Update on various files - FAE money -Third year ends in December - Jakroo to open April(after year end party) for summer apparel - maybe add a cotton T-shirt/'dryland shirt' DECISIONS: None
10		NR	Round-table	DESCRIPTION: Additional key information/highlights of which the Board needs to be aware
11		NR	Next meeting & Adjournment	DESCRIPTION: 1. next meeting: April 14th at Francois's 2. Adjournment [8:45]

ACTION ITEMS

Lead	Item	Due/Revised Due Date	Completed
FD	Buy insulating space blankets (check Canadian Tire)		
NR	Ask Cathy Cottell for race recap	Done	
NR	Last Newsletter - President's Message	late April/May	
NR/FD/SR	March newsletter - Save the Date items,	mid March	
SR	Cowbell Award nominees/announcement	late April/May	

Lead	Item	Due/Revised Due Date	Completed
JH	Extracurricular activities for the summer	late April/May	
FD/JB	Promote Fall Camp item for newsletter/FB	late April/May	
MC	Send list of eligible presidents		
SR	talk to Lorraine at Spoke Sisters		
NR	talk to Sophie Matte		

FORWARD AGENDA ITEMS

Lead	Item	Timeline
Athletic Director	Next year - make sure Fall/Winter Camp compensation is consistent	
FD	Proposal for coach bonus criteria and calculation	March 2025
Board	Discuss filling open Board positions	April

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	