

Minutes
XCCM Board Meeting
May 12, 2025, 6:00 - 8:30 PM
Sultan Ahmed, 575 Bank Street

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 (FD/PM) 2) Approval of April Minutes (FD/MC)
2		NR	Action Items	DESCRIPTION: Review Action Items
3		AB	Registration	DESCRIPTION: Fall Registration Aug 27th. Not tiered, nothing special First practice - September 6th AI - Create link to website for Fall Camp (AB)
4		NR	President update	DESCRIPTION: - "Everybody Rows" ORC program - Jeff to see whether that could be used for XCCM's Extracurricular - Peter Mallory to throw his name in the hat for president after the next 2025-26 Board is formed. Kevin Farrell and Martin Loken interested in joining the Board AI - Nicole to get info to Jeff re: rowing - Nicole with Peter and Morag come up with prices for Fall Camp by August 11th - Nicole to touch base with Kevin and Martin to answer any of their questions
5		MC	Finances	DESCRIPTION: Update on financials - Projected surplus of about \$2,400.00 - \$500.00 for Jeff for AGM, separate from Social budget. - has reached out to Lori Cobb regarding QuickBooks implementation - if no answer, need a new referral - Nicole offered Jan O'Donnell - Virtual CFO of Ottawa Riverkeeper as a possible resource on HST/GST - Donations to be completed for Winter Trails. MC to use her credit card and request reimbursement if e-transfer isn't possible. AI - MC to investigate registration and tax advice for Ontario/Quebec - Morag with Nicole and Peter come up with prices for 2025-26 season for discussion at Aug 11 board meeting
6		FD	Athletic	DESCRIPTION: updates

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				Dryland program: Mike Patone will: 1. create the dynamic warm-up & strength programs; and 2. demo & train coaches. More dumbbells and kettle bells may be needed. Fall Camp - October 2/3 - Mont St. Marie (Tremblant was suggested as an alternate) - Saturday AM - Dryland - Saturday PM - Technical sessions, focus on technique not endurance. - Dinner communal (TBC) - Sunday AM - Orienteering at MSM - Sunday PM - yoga (TBC) To address issue of lodging in particular for late registrants, XCCM willing to help with advanced reservation fees, to secure suitable places early summer Francois and Morag attended and debriefed NCD integration with XCSO. XCCM may be able to apply for some of the event funds. AI - FD to seek help from XCCM members to identify suitable lodging near MSM. Goal is to reserve for 10-12 people by early summer. - FD to write newsletter blurb about Fall Camp. Summer newsletter August 12th.
7		JH	Social	DESCRIPTION: Update on Social - Extracurricular: 4 events - May 17, June 28, July 19, August 9 - May be other people planning the events - AI - Put Extracurricular dates in the calendar - Send details about Social and AGM - August 27th - Set up at Dow's Lake Umbrella Bar
8		SR	Comms	DESCRIPTION: Update on comms Summer newsletter - August 15th (before AGM) AI - Blurb about Social and AGM - Info on registration For reference: 2024-2025 Communication Plan
9		PM	Member at Large	DESCRIPTION: Update on various files - Still have a few gift cards and prizes - Jakaroo Store closes May 15th - all apparel (9 orders) will be shipped to Peter - Discussion on Peter Ostrom's suggestion that XCCM should host the Canadian Masters in 2027 in conjunction with Nakkertok. PO to do a feasibility study. PM to be PO's liaison. Etienne has contacts at Nakkertok. AI - Connect with Patrick at FAE for status for the next three years - Re: Can. Masters - Find out which committees are in charge of the money. Who provides what? What would be required of XCCM? Logistics? Nakkertok partnership? - Peter with Nicole and Morag come up with prices for Fall Camp by August 11th
10		NR	Round-table	DESCRIPTION: Additional key information/highlights of which the Board needs to be aware

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11		NR	Next meeting & Adjournment	DESCRIPTION: 1. next meeting: August 11th - location TBD 2. Adjournment - 9:00 PM

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	On-going	
JH	Promote Fall Camp in FB	on going	
MC	Get legal advice on taxes/corporate regulations	no longer required	No longer required
AB	Create link to website for Fall Camp		
NR	get in touch with Martin and Kevin to confirm board interest and answer any questions		
AB/SR	Blurb on registration		
NR	Nicole to get info to Jeff re: rowing	completed	
NR/PM/MC	come up with prices for 2025-26 seasons for discussion at Aug 11 board mtg	To start in July	
MC	HST-GST advice for Ontario/Quebec (meet with Jan O'Donnell, virtual CFO for Riverkeeper)	—	Completed
FD	FD to seek help from XCCM members to identify suitable lodging near MSM		completed
FD	to write newsletter blurb about Fall Camp. Summer newsletter August 12th.		
JH	Put Extracurricular dates in the calendar		
JH	Post details about Social and AGM - August 27th - Set up at Dow's Lake Umbrella Bar		
SR	Newsletter for August 15th		
PM	Connect with Patrick at FAE for status for the next three years		
PM	Ask P Ostrom to carry out a feasibility study of XCCM hosting the Canadian Masters eg Whose Financial infrastructure? Who provides what? What would be required of XCCM? Logistics? Nakkertok partnership?		

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 1st 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	