



## SNSC Board Meeting

### Strathcona Nordic Ski Club Board of Directors Meeting

September 27, 2023

7:00 pm – Zoom

[Video call link](#)

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**Present:** John, Shane, Carolyn, Wendy, Heather, Michaela, Paul, Graeme,

**Regrets:** Chris, Jeff

**Staff Present:** Michelle

Call to order at 7:04

1. Administration

- a. Adoption of agenda

All agreed, and set some priorities for this meeting.

2. Business Arising from the Minutes

- a. Len – Trail maintenance days

Len wasn't present. Nothing discussed.

- b. Graeme/All – Club priorities from survey (see enclosure)

Very important to review these. Try to get to tonight, if not, then October meeting.

**Action:** Add this item as priority for October agenda.

- c. All – program fees (see enclosure)

- Highlighted the club's constitution for understanding of priorities. Promote XC skiing, promote growth, support aims, promote safe skiing, provide programs, organize competitive and other activities.
- We recognize going through a quick difficult and rapid transition. People are stepping up and we are thankful for them. We are trying to make good and informed decisions on tight timeline. Don't have to rush decisions, and some of these decisions may take time and require different format than previously.
- Some prioritize recognize registration opening and need to make some timely decisions.



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Have been able to support some families in the contingency fund to get people in and stay in the club. Want decision to be equal. Need to have equitable decision, and we can't or we have no money. Start to discount \$10k out of budget, that's a significant amount.

- Need to consider equity. Who really benefits from head coach, and the truck etc. The Juniors in particular, but also Masters' race benefit from head coach – not equitable when SDP and devo's run by volunteers. How do we make it more fair? Not in a position to reduce program fees at all. Employees account for 34% of expenses.
- So what does head coach mean? They are focusing on juniors and masters > and then masters and juniors assist the club. Volunteer coaches benefit from Andrea; she's always been there for coaches to help them, and that help assists with developing coaches throughout the club. Consider whether we need to restructure what that head coach does for us and what that role is. We are not paying for that, need to make sure we have the financial ability.
- In the next 6 month period, the requirement for coach might be approx. \$32,000
- We are not increasing fees, and not panning decreasing fees, except, however, all acknowledge diligent discussion and board approval of decision for Master's race at the last meeting.
- Continued suggestions about the role (and need) for a head coach? Or is there another model that we can work with.
- Anneke, possible coach support is able to contribute 8 hrs / mo.
- Question about October 1. Have to open up membership on October 1. For SDP need to get coaches. Could look at a phased approach for opening programs as we sort out the programs and the needs of each program to determine fairness and pricing across each program.
- Greatest for potential for challenges are volunteer resources. Some families asking what are we getting for this; some complaints into juniors, especially when parents are heavily contributing.
- Attaching program fees to a particular position (head coach) not representative of the club. There are a lot of other expenses that go into it. Andrea left a specific legacy and that's value – these programs are what they are because of that. Likely still value there.
- Question on whether we want to do graduated registration; couple more weeks for devo's, juniors and masters. Or, keep program fees the way they are, letter from president on what the value in the club is and why we are doing what we are doing. 5 of the board supportive of graduated.
- Will need to get more information on insurance – what to do in the meantime. Need 10 members to have club insurance kick in. Buy time between now and October 15. In the meantime, small group together to discuss program structure, needs of each program, and appropriate pricing.
- Motion by Carolyn to undo the board decisions on change in Master's race program fees made on September 20, 2023, to leave all program fees the same as they were in the 2022/2023 season except for Masters Learn To Loppet which will go up to include Loppet registration, and to have a letter from the president to the members explaining



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the contemplation and the reasons for the decisions, which will allow registration to open up for October 1. Motion Seconded by Michaela. John, Graeme and Shane abstaining. Wendy, Paul, Heather, also in favour. Motion carried.

### 3. New Business

#### a) Shane (Coaching Committee) – Code of Conduct (enclosure).

- Q about medical consent requirement. Document indicates and communication with medical professions will be “as applicable”. Includes having the required consents.
- Question about athletes and applicable to SDP. Coaching committee had redefined athlete to include all program participants no matter of age.
- Motion to approve coaching code of conduct as circulated, made by Graeme – seconded by Michaela. All in favour. Motion carried.
- Michelle will get this out to coaches. Chris may have this as part of the package. Chris and Michelle can sort it out, documents will come back to Michelle at admin email.
- **Action:** Shane to finalize draft and send to Chris and Michelle.

Coaching Complaint from last meeting. Communication between coaching committee and athlete. Circulating policy to coaches with directive to be clear about what is required and what is not appropriate conduct. Will monitor over time, but will update internal documentation on the complaint, what we are doing, and why.

#### b) Heather – volunteer policy

- Came up with volunteer policy from other club. Came up with this one. Last year 100 volunteer bond across the board. Heather discussed the policy and the intentions.
- All agreed it should be comprehensive of all activities, not just child and youth.
- Suggestion about volunteer coordinate and vehicle safety manager. Consider something about officiating. Others may propose a volunteer activity – there is a statement included in that already.
- Need to figure out how we are going to track it all the volunteer hours
- It’s a really good start and communicates the value of volunteering.
- This will need to get added to zone4. Heather will send to Jeff to include in membership and registration.
- Motion to approve volunteer policy as circulated, made by John. Seconded by Graeme. All in favour.
- **Action:** Heather will coordinate with Jeff and Michelle to make sure that the Volunteer Policy is properly included on the website and in the membership registration.



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- c) Graeme – Vehicle Safety Plan: implement or shelf for this year?
- taken steps to enroll club in \_\_\_\_\_ program. What it means is vehicle safety manager would provide applicants with access code and...
- I lost connection.
- Graeme is going to continue the process.
- d) Shane – AGM date
- Virtual AGM again this year.
  - Proposed November 6 – Agenda won't be anything out of the ordinary. No proposed special resolutions.
  - November 6 at 7pm on Zoom.
  - **Action:** Shane will get the noticed drafted send to Michele to circulate to members
- e) Heather – Stipend for youth coaches
- Something to support our high school age coaches. Hollyburn does something similar. Follow what Hollyburn does is a way to start.
  - Unclear whether we allowed to do something below minimum wage.
  - Motion by Michaela that we pay our youth coaches who are 14+, for this program to be directed at high school students. First year will be minimum wage, then following year is \$2 more and so on. Seconded by Carolyn. All in favour. Motion carried.
- f) Heather/Michelle - fundraisers
- Fundraisers on website. Question about butcher block fundraiser. Lots of volunteering that went into it - \$1200 didn't seem like a lot. We agreed last year that it would be the last.
  - Can look at a few other fundraisers.

**Next Meeting Date: October 18, 2023 at 7pm on Zoom.**

Adjourn at 8:44.