**Cross Country Yukon Board Meeting**

**Minutes**

November 27, 2023

Sport Yukon @ 7:00PM

Call in #: 867-336-7534

Attendance:   Matthias Purdon, Dominic Bradford, Michelle Leach, Emily Jones, Aisha Montgomery, Jan McFadzen, Dominic Bradford, Kevin Embacher, Anett Kralisch, Deb Higgins and Tracee Vickerman (WCCSC reps), Barbara Scheck, Graham Nishikawa by telephone

Regrets: Kwanlin Koyote rep

1. **Meeting started: 7:05** PMYT
2. **Adoption of Agenda:**Motion to adopt: Matthias Purdon, Seconded by Dom Bradford

**Additions:** No additions

1. **Motion to accept Nov 1, 2023 minutes:**

Query re approval of the Risk Management policy discussed at the last Meeting, it was clarified that Matthias had moved to accept, Dom seconded and all were in favour of the updates.

Kevin Embacher moved to accept the November 1, 2023 Minutes, and Deb Higgins seconded. All in favour.

**4. Chair update:**

* Proposed changes to board meeting structure:

Try and send questions re any discussions in advance. Come to the meeting with any motions prepared. Keep discussion succinct.

* Tier 3 Competition Division Chair Council

This is controversial among Division chairs.

* Nordiq Canada AGM (Matthias, Kevin, Aisha) probably will be hosted here next summer - June 2024 weekend before the Bike relay. A proposal package was prepared by Amanda Deuling of Sport Yukon to support CCY’s bid.
1. **2023-2024 Race Organizing**
* **Issues or questions for the board to discuss** (Anett, Emily)
	+ Anett K has met with Ben P (WCCSC), Diane B.(Chief of Race) and the new race committee regarding the organization of the upcoming races, and knowledge transfer from CCY to WCCSC.
	+ Testing timing chips on Dec 14th with the Purple and Green Squad
* Question about Race entry revenue loss (Michelle)
	+ What are the financial implications of WCCSC taking over the race organization and hence the revenue?
	+ Cost of Zone 4 plus expenses and revenues from race fees.
	+ Michelle feels there will be a drop in revenue if all entry fees go through WCCSC.
	needs more specific breakdown of race expenses and income.
	+ Loss will certainly be less than $5,000

**Action: check on Zone 4 costs is it a fee per registration or a one off fee**

**Action: Michelle will continue to research to get a ‘final number’ for revenues lost.**

1. **Policy update.**
* Motion: CCY is the host of the Yukon Championships. The host (CCY) selects the organizing club and is accountable for setting standards. The organizing club organizes all aspects of the race according to standards set by CCY.
	+ Matthias put forward motion and Dom Bradford seconded. All in favour.
	+ Policy will be written up and posted to the new website (Action to be assigned at next meeting).
1. **Gender Policy**
* No direction from Nordiq Canada (NC) on this right now. Matthias suggested that we don’t create a policy at this time as there is no direction from NC .
* Instead the following accommodation will be written into the Race Guidance:
	+ Registrant does not have to select M/F
	+ If a sex is not selected then the participant is not eligible for an award.
	+ Based on the Ski Marathon from last year.
	+ **Action: Graham will add this to the Technical Manual for Yukon Champs / Don Sumaniks**
	+ Will revisit next fall.
1. **Website**
* Questions / comments from Board Member’s review of the draft site.
* Draft website was sent around. Jen did write up for affiliates, Graham did the squad
* Still need more content
* Goal is to go live mid January and align with the Strat plan approval.
* Ben has approved the WCCSC blurb for the website
* **Aisha will help update website content, as needed.**
* **Emily will update photos.**
* Should assign the website to someone as a task to update takes care of contract and hosting. **Action Anett: Train Jen, and Graham on Website.**
	+ **Action Anett: complete new site + engage with contractor for go-live**
1. **Financial Update (Michelle - Treasurer)**
* Financials update (Michelle)
* Michelle sent latest financial report around today
* Michelle has questions for Corrina as some of the amounts for squad fees are not as budgeted
* Needs clarification re camps and clinics
* posted amounts already are more than budgeted - **Michelle will follow up with Jen M, and Corinna and report back.**

**Action** : Schedule Feb-March meeting for financial sustainability.

* Dom would like some details about the unusual expenses of this year (two coaches in May) due to the transitioning between coaches.
1. **Contractor Updates:**
* Squad Update (Graham / Jen)
	+ Skiing for awhile., snow not great right now
	+ Couple of time trials to fill last spots for Sovereign Lake trip leave tomorrow
	lots of fun for the athletes.
	+ AWG trial on Dec 16th weekend
* **Coach Development (Graham / Jen)**
	+ Not confirmed when the NC person coming up
	+ Brian H doing Community Coaching course - Jackrabbit and Bunny coaches mostly.
	+ Jen going to Haines Junction on Jan 20th Beaver Creek may come
	+ Officials Development (Graham / Jen)
	+ Community Programs / Affiliates (Jen)
* **Proposed community programming 2023-2024**
	+ Jen connected with Jonny from HJ re: insurance / becoming an affiliate, will follow up.
	+ No contact with Marsh Lake
	+ No more contact from Gary Bailey
* **Sponsorship update (Jen)**
	+ Whitehorse Motors has declined to sponsor
	+ Midnight Sun Drilling would like to have a meeting with Graham and Matthias face to face.
	+ Barbara to follow up with Simon 3Pikas.

**Action: more follow up needed see last months’ minutes**

* Nordiq Canada Division Executive Directors Board rep update (Barbara)
	+ Barbara talking to Megan from NC tomorrow and will join the meeting on Dec 12th
	1. **Strategic Plan Update**
* Reviewed changes to the draft with the board (Matthias, Dom)
* Committee met last weekend – solid draft in place incorporating info from survey and ski club
* Should be able to approve at the next meeting.
* Matthias will send out before the next meeting so that it can be approved at the meeting.
* It will have an implementation piece to keep us accountable.
	1. **Policy Updates**
* Present approach for updating policies post-strategic plan for discussion (Matthias / Jen / Graham)
* Jen has put the policies into a table to be looked at
* Some needing to be updated and organizing
* **Action: tackle one policy each meeting.**
* Tracee V asked if the updated risk policy done last month for CCY could be adapted to be a template or requirement for affiliates to follow as well.
	+ Jen responded that in her role with Communities she can help affiliates with their specific needs. Be it grooming, policy development, concussion policies etc. Requests like these are quite rare, and it is easy to respond on an as needed basis.
	+ Aisha M added that CCY serves a small rural membership who have specific needs that we tailor to. If member clubs grow significantly the need for additional division-level policies will need to go up, but this is probably over 5 years in the future.
	+ Jen M added that there are specific requirements associated with the insurance for member clubs, which is passed down from Nordiq Canada (who insures the member clubs through CCY). The most significant of these relate to having certified coaches (which we provided assistance for member clubs and are developing with prospective member clubs such as Haines Junction). Next year there will be Safe Sport as well.

1. **Affiliate Reps (WCCSC / Kwanlin Koyotes)**
* Deb H and Tracy M gave the following report on behalf of WCCSC:
* Membership Today have 1830 ski club members. Ben(ski club manager)says good chance we will meet our budget of 2100 members as many people wait till the snow is good to buy memberships
* Race Organization
	+ Have 2 non-technical volunteers on organizing committee so far
	+ Have 8 versatile volunteers to help on race day so far
* Land Tenure:
	+ Atco owns a small portion of land that the ski trails are on , the Land Tenure
	+ Committee is in discussion with Atco about this
	+ Gladiator mines has an exploration 1 permit to do exploration work close to some ski trails, the Land Tenure Committee met with someone from Gladiator and have confirmed exploration will mostly be south of WCCSC trails with the exception of a gravel area close to the bottom of the descent trail (Jan Polivka, operations manager, says the Descent trail will be a bit impacted but feels we can work around the exploration area without too much of an issue)

**Action:** Barbara to compile a list of affiliate contacts who may like the Sport Yukon

Newsletter and other info

* 1. **High Performance Committee**
* No updates (Graham / Dom)

	1. **Additional items for discussion:**
* Media announcements (Aisha)  all good.
* Respect in Sport committee (Matthias). Nothing new to report

**17. Schedule December Board Meeting:**

Jan 17/24. 7pm

18. **Regular Meeting finished at:**

Meeting finished at 9:05PM YT

**Board in camera meeting.**