

**Cross Country Yukon Board Meeting
Minutes**

May 7, 2024

Whitehorse Nordic Centre Waxroom @ 6:30PM

Call in #: 867-336-7534

Attendance: Matthias Purdon, Dominic Bradford, Kevin Embacher, Jan McFadzen, Anett Kralisch, Aisha Montgomery, Jean-Paul Molgat and Leslie Gomm (WNSS Directors), Graham Nishikawa/Jen MacKeigan/Barbara Scheck (Contractors)

Regrets: Michelle Leach

Meeting started: 6:35 PM YT

Introductions completed

1. Additions / changes to the Agenda:

- i) Approval of the Minutes from the March 27th and April 8th meetings were added by Mattias Purdon
- ii) Graham Nishikawa added the request to give \$ awards to NST members
- iii) Jean-Paul Molgat would like to an item about CCY Bylaws

2. Adoption of Agenda: was moved by Anett Kralisch and accepted by all.

3. Approval of the March 27th Minutes

Jean-Paul requested that the phrase "Affiliate Reps" be changed to "Director (WCCSC)" in the these Minutes and in future "Director (WNSS)". Moved to accept the changes was made by Dominic Bradford. All in favour.

4. Approval of April 8th Minutes

Jean-Paul Molgat wished to correct reference to a possible CDF application. It pertains to Cross Country Yukon's financial house not both CCY and the WNSS's. Moved to accept the change made by Kevin Embacher. All in favour.

Part 1: Sport Governance, Affiliates, Policy, & Finance

5. Board code of conduct (Matthias)

i) Safe Sport training for board members- All Board members will have to take Safe Sport training.

Discussion followed re Board Code of Conduct and whether the Safe Sport Code of Conduct Policy was sufficient at this time and whether it included Board

members. Some members felt it was not sufficient and others did not believe that with all that was going on there was time to work on another one. Some time was spent navigating the CCY website and identifying where the policies are. However it was clear that Board/Committee members and staff are all covered by the Safe Sport Policies. The old policies are still on the website because they have had to be provided with funding applications. Jen has had discussion bringing up someone to do athlete/parent/coach/official Safe Sport presentations.

ACTION: All Board members -Division and Club will have to take Safe Sport training. At this point we are waiting for information and direction from Nordiq Canada. Jean-Paul noted that he hopes any training will be more than the self-directed multiple choice type of training, and that the higher your responsibility the more training should be required. A link should be added so that people can go between the Safe Sport and Governance documents easily.

6. Nordiq Canada updates

- Divisions Chairs Council (Matthias) Matthias feels it will be an interesting AGM as there is some discontent among Division Chairs.
- Executive Chairs Council (Barbara) Is not meeting during the summer months.

7. CCY AGM Planning (Matthias)

i) Overseer of Election

Shauna Stikeman or Lee Hawkings will oversee the election.

ii) Date for the AGM

Agreed to Wednesday June 19th 6:30 in the Waxroom for a pre meeting
Followed by the AGM on Tuesday, June 25th 6:30 in the Waxroom

iii) Coordination of Chair Reports – respective Chairs should prepare their reports.

iv) Squad rep. Board/Director or committee position? (Jan McF, Matthias)

The role of the Squad Rep committee is primarily as a liaison between the athletes, parents and the Board. The Squad Rep Committee Chair sits on the board. The Squad rep committee is very involved in assisting Jen MacK with events (Halloween, Valentines etc), hat embroidery/distribution, various other volunteer roles as well as planning the All Squad Family Christmas party. Jan was clear that, at minimum, there needs to be a coordinator of the squad rep committee if not the continuation of the squad rep committee chair position as it is currently. Given the liaison role between parents and athletes and the board, recommend that the Chair position continue and that it be a parent with a child/athlete in the squad programme. There should be a squad rep committee member on the board in case there is an issue. She is

meeting with Corinna and Michelle next week to sort out finances of the ski squad account (extracurricular fees, camps, coach gifts etc) and how best to manage these funds going forward.

Decision was to continue with a Squad Rep Committee Chair role on the board.

v) **Advertising/food** – Barbara will do this.

vi) **Slate of Board Members for 2024-2025 season and vacancies to fill:**

Michelle Leach – Treasurer

Aisha Montgomery, Director – Policy Implementation Chair and Media

Anett Kralisch, Director – Competitions & Events Chair

Dominic Bradford, Director – High Performance Committee Chair

Matthias Purdon – President

Kevin Embacher, Vice President

Vacant, Director – Squad Rep

Vacant, Director- Secretary

Vacant, Director Tech & Website

Affiliate Representatives: Whitehorse Nordic Ski Society :Rotating?

Kwanlin Koyotes: Rotating?

Prospective new board members: Ed Gillis, Jackie Zinger, and Amy Fry have expressed interest. Pete Sandiford ??

WNSS will also put out a call for potential directors

Jean-Paul stated that the slate is accepted at the AGM and then at the first meeting the actual positions would be decided. Jean-Paul suggested that every potential director write a one pager to introduce themselves and outline their skill set, and what they are interested in working on as per the strategic plan/vision.

vii) **Bylaws-**

Jean-Paul would like some wording checked in the Bylaws. Previous Bylaws has stated that “... dues were determined by the Board and voted on at the AGM..”

Now it states, “... determined by the Board.” He believes this was an error when the Bylaws were rewritten and the wording should go back to the earlier version.

Jean-Paul also stated there is reference to Insurance and that this is unusual in Bylaws. Discussion about membership and who was a member of Nordiq Canada. Divisions and License holders are members of NC.

Jean-Paul would like the Bylaws to be rewritten and presented at the AGM. Most felt that this was not a task that could be completed in a 6 week period, and that it would be better to defer the rewriting of the Bylaws to another

time. Jean-Paul said he would prepare a paper and send it around as he felt there was time.

ACTION: Move forward with a plan to look at the Bylaws in the next 6 months.

8. Website

- i) Updates / Maintenance (Anett)
Safe Sport policies have been added.
Recent issues with navigation have been fixed.
- ii) Anett needs pictures from Kwanlin Koyotes for the post about their club on the CCY website. Kirk is aware. Anett will follow up with Joseph Graham.
- iii) Who can lead the Website maintenance in 2024-2025?

ACTION: Jen, Graham and Aisha would like to be trained. Anett to set up training.

9. Financial Update

- Financials update, and follow up from April meeting (Michelle, Matthias)
Michelle not here tonight
She will need to initiate a small review.

10. Sponsorship update (Dom, Barbara)

No new information

11. Affiliate registration, development, and recruitment

- i) Coach and Officials Development (Jen, Graham)

Jen has arranged for Stephen from NC to do dryland portions of L2T T2T in the fall. They are trying to streamline the workshops and approaching with a plan to develop Northern coaches. This means coaches from Inuvik and Nunavut are being included. There will be WNSS coaches who need certification this year.

ii) Officials – Graham has reviewed Diane Billingsley's CDF application. He said it was comprehensive. To be submitted by May 15/24.

12. 2024-2025 Competition Coordination & Guidance

- **Closing out the 2023-24 season**

- vi) Anett collected feedback from various people that were involved in race organization during the 2023-24 season. Thank you to everyone who was involved and put into effort to make these races a success.
- vii) It was noted that the vast majority of volunteers are still CCY parents. Very few of the volunteers were ski club members that are not associated with CCY.

- **Preparation for the 2024-25 season**

- vi) Westerns 2025: WNSS confirmed that there are no intentions anymore to host Westerns 2025 at the WNC.
- vii) CCY will work on race and event guidelines for the new season, such as the Technical Guide, and the Race Calendar guide. It will include guidelines about reaching out to Nordiq Canada.
- viii) CCY is planning to publish the first draft of the race calendar in September.
- ix) Biathlon Yukon has expressed interest in using WNC's timing chips. This may require additional coordination in the race calendar.
- x) Congratulations to Diane Billingsley who has recently obtained her Level 3 certification. Her thanks to the Board for the support she received was passed on.

Action items: Anett and Graham to start work on race calendar and guidelines.

13. NC AGM Updates / discussion (Barbara, all)

- a. NC AGM Cost Recovery / Lotteries Application?
The Lotteries application was used for equipment instead.
- b. NC AGM Schedule – outlined, It has not been without its challenges.
- c. NC AGM Volunteers
Some extra hands on the night of the Banquet would be helpful.
- d. Gala night tickets
\$65.00 each – it would be nice to have some local people support this event.
- e. Aisha will also register for the whole event.

14. CCY Policy updates & Safe Sport

- Safe Sport Implementation (Aisha, Matthias, Jen, Graham)
- Other policy updates (Aisha)

Not heard yet when will the Safe Sport training take place

15. Affiliate Updates:

- i) Whitehorse Nordic Ski Society
The new name is official now – the building is Whitehorse Nordic Centre
- ii) Pacific NW Loppet series will host an event up here. Currently a series of four Loppets and they are trying to expand to Yukon and Colorado.

The Loppets are each of a different format. Early March of 2025 has been identified as the most likely time. There would be some tie in with the Aport Tourism programs, perhaps piggybacking on another event (Buckwheat?) to encourage participants to stay longer.

- iii) The Club need to build up the volunteer base for racing Yukon Champs and Don Sumaniks need to be added to the website. And a need to support other communities to hold races
- iv) May 16th WNSS volunteer event
- v) Kwanlin Koyotes- no representative was present tonight

16. Volunteer recognition (all)

Nothing specific right now.

17. Additional items:

18. **Schedule Next Meeting:** AGM see above.

End of First Half of Agenda

Part 2: CCY Programs & High Performance

19. Program & Contractor Updates:

- i) **Squad Update** (Graham / Jen)
Discussion about Graham's request to provide a financial gift to the National Team athletes. Discussion on amount. Motion by Matthais to approve \$750 each for Sasha Masson, Derek Deuling and Sonjaa Schmidt. Seconded by Dominic Bradford, All in favour.
- ii) Next Tuesday, May 14th is the only time that Sasha and Derek will be available. Sonjaa is already away with her summer employment of tree planting. Sasha and Derek will join the blue and green squad training session on the 14th and between 5:45 to 6:15 there will be a presentation of the awards.
Sonjaa's cheque will be mailed to her.
- iii) Lotteries Opportunity grant was accepted. The \$7500 will be put toward fleet skis.
- iv) **Community Programs** (Jen)

v) **Admin update** (Barbara)

20. High Performance Committee update (Graham / Dom)

Met yesterday to work out the summer training calendar.

21. Additional items for discussion:

i) **Media announcements (Aisha)**

Aisha will do a media release. Four Yukoners have been selected for the 2024-2025 National Team programs.

Derek Deuling and Sonjaa Schmidt have made the A team. Sasha Masson has made the B team and Constance Lapointe is on the Development Team. Great efforts by all!

ii) **Feedback received from Brian Horton**

Brian had sent an email about his experience this past season. He shared that he had some struggles with parents and athletes over the season. Examples included, but were not limited to: the fundamentals of fair play and sportsmanship; supporting skiers to arrive on time, stay for the whole practice; not understanding that the coaches work as a team and are in constant communication. Some parents may have wanted to overturn and appeal decisions. At times there was an undermining of the volunteer coaches.

Discussion ensued about how to educate all parents. All families must have the same information and understand the program and how they can best support their athlete. In the past there have been parent meetings for each squad. Sometimes it is difficult to get buy-in for attending a meeting, "It's my 2nd/3rd child...." General consensus is that a parent/athlete meeting is essential. Jen has sent a survey out to parents but it was mostly about selecting the best time for training sessions and how race communication could be improved.

23. Regular Meeting finished at:

Meeting finished at: 9:20 PM YT

Next Meeting set for: Wednesday June 19th 6:30 pm in the Waxroom

followed by the

Annual General Meeting
Tuesday June 25th, 2024
6:00pm Refreshments in the Waxroom
6:30pm AGM