

## Cross Country Yukon Board Meeting

### Minutes **DRAFT**

September 4, 2024

Sport Yukon @ 6:30PM

Call in #: 867-336-7534

**Attendance:** Matthias Purdon, Dominic Bradford, Anett Kralisch, Michelle Leach, Jackie Zinger, Amy Fry, Kevin Embacher, Jonathan Kerr, Ed Gillis, Aisha Montgomery, Peter Sandiford, (Contractors)  
Barbara Scheck, Graham Nishikawa, Jennifer MacKeigan

**Regrets:** Gary Bailie

**Meeting started:** 6:31 PM YT

#### \*\*\*Introductions\*\*\*

1. **Adoption of Agenda:** A motion to accept the Agenda was made by Dominic Bradford and seconded by Peter Sandiford. None opposed.
2. **Approval of the July 18, 2024 Draft Meeting Minutes:** A motion to accept the Minutes of July 18, 2024 was made by Kevin Embacher and seconded by Peter Sandiford. None opposed.
3. **Appointment of Executive and Committee / Representative Board positions:**

#### Executive:

- a. **President** – Matthias Purdon
- b. **Vice President** - Aisha Montgomery
- c. **Secretary** – Peter Sandiford
- d. **Treasurer** – Michelle Leach

A motion to accept the appointments of the Executive, as above, was made by Dominic Bradford and seconded by Anett Kralish. None opposed.

#### Committees / Representatives:

- e. **Committee Chair: Events and Tech Committee (Proposed New name: "Races and Events Committee")**
- f. **High Performance Committee Chair**
- g. **Squad Program Representative -**
- h. **New rep position: CCY Website and Communications Representative (to be mentored by current rep. Anett K.)**
- i. **SAFE SPORT (Matthias to send description with tasks for this committee)**

Approved Oct 22/24

Committees might benefit from review, but no need to hold up appointments now.. It was agreed to table these and assign these roles at the next meeting. Directors noted that it would be beneficial to learn a little more about each other.

**ACTION:** Barbara to look up the bios from the AGM and past committee heads will put together information regarding the roles.

**4. Contractors present contractor reports:**

**a. Squad Program (Jen & Graham)**

**b. Community Programs Administrator (Jen)**

Graham and Jen's reports are attached to the Minutes of this meeting.

**c. CCY Administrator (Barbara) – Not much to report from the summer. Mostly checking mail, arranging for signing of cheques and delivering of same. Nordiq Canada's DECE meetings were on hold. Next one is September 10<sup>th</sup>.**

Someone will need to represent CCY at these meetings after October 31<sup>st</sup>.

**5. Update from president, and commit approval of snowmaking motion (approved by consensus via email July 25, 2024) to the official minutes:**

***“CCY authorizes the acting President to purchase parts needed for the repair of one of CCY's snowmaking guns up to a maximum of \$10,000 dollars, which purchase is to be made without delay.”***

The motion to confirm and record in the minutes the above-noted consent motion was made by Aisha Montgomery and seconded by Peter Sandiford. None opposed.

**Update:** As agreed in July the parts were purchased and are now in town. Total came to \$7000.00. Matthias has spoken to Alain who advised that it will be two days of work and cost \$700.00 to inspect the equipment and install the parts.

Dominic Bradford brought forward a motion to approve this expense. Seconded by Ed Gillis. None opposed.

**6. Appointment of Sport Chair for Arctic Winter Games (see link for description: <https://docs.google.com/document/d/18nJ67IBZIHtkNJki9jLWm9gNM6mKjG2z57h3yqc3N84/edit?usp=sharing>)**

CCY has been asked to identify a Sport chair for xc ski to work with the Host Society. This would be in a leadership position and act as a liaison between the AWG Committee and CCY/WNSS. Matthias emailed Jean-Paul /Ben to find out if the club has anyone in mind. No response yet.

**7. CCY new Board Member orientation (Dom & Matthias to lead)**

Dom went through the highlights of who CCY is and what we do.

**8. Any other business.**

**a. Races and Events**

The following motions have been put forward by Anett Kralisch. Anett is requesting approval for a committee to make recommendations to the Board. Ed Gillis, Anett Kralisch, Graham Nishikawa and Diane Billingsley will be on the committee this first year. Now that the affiliates are responsible for the races, there is a need to create a clear and tangible set of rules for all races in the Yukon.

**i. Request for approval: Race committee**

**(See Attached “Race Committee Guidelines”)**

**Motion:**

***“CCY authorizes the creation of a Race Committee as outlined in the ‘Race Committee guidelines’. This includes general roles and responsibilities, as well as committee membership for the 2024-25 season. Committee membership for future seasons will be approved by the board at the beginning of each season.”***

Specific names of committee members should not be included in the document, but this document can be amended at a later time..

Peter Sandiford made a motion establish a Race Committee, adopt the Race Committee Guidelines and to appoint to the committee the following:

Anett Kralisch as Committee Head

Ed Gillis as a Board Director

Graham Nishikawa as Coach representative

Diane Billingsley as Official /Tech representative

Seconded by Dominic Bradford. None opposed.

**ii. Request for approval: Race calendar guidelines**

**(See Attached “Yukon Divisional Race Calendar Guiding Principles”)**

**Motion:**

***“CCY adopts the ‘Yukon Divisional Race Calendar Guiding Principles’ for the Yukon cross-country skiing race calendar as of season 2024-25.”***

There are shifting targets for affiliates' decisions as to when the races are scheduled. These include the international and national race calendars, and local considerations such as when the local athletes will be outside the territory for other competitions. Ultimately the affiliates decide when the races will be held.

Peter Sandiford moved to accept the Motion, Aisha Montgomery seconded. None opposed.

**b. Website**

**i. General updates on recent work**

No discussion on this item.

**c. A request from Jonathan Kerr for Job Descriptions for the Contractors.**

**d. Discussion re new Administrative Person required for Nov 1, 2024.**

**Action:** Ad to be put in the WNSS e newsletter. Peter Sandiford and Aisha Montgomery to support recruitment process.

**Next board meeting:**

**Sunday, September 22nd 2 – 6pm. Sport Yukon**

**DRAFT budget**

**STRAT plan**