

**Cross Country Yukon Board Meeting  
Minutes**

October 22, 2024  
Sport Yukon @ 7-9pm

**Attendance:** Matthias, Kevin, Michelle, Dom, Annett, Aisha, Amy, Ed, Jackie, Peter, Johnathan

**Regrets:** Gary

**Contractors:** Jen, Graham (online), Barb (late)

Note: all documents referenced located in electronic meeting package

Meeting start: 7:00pm

**1. Agenda**

- a. Adopted by consent

**2. Minutes**

- a. Sept 4 minutes approved by consent
- b. Sept 22 minutes approved by consent

**3. Support Yukon's Best Initiative (Jen)**

Report - Initiative to raise money for the three Yukon National team skiers. CCY may promote, but has no formal connection to this initiative or the funds raised. At the end of the campaign donated funds are split between the three athletes.

**4. Board Workflow (Matthias/Peter)**

Board will begin using some interim procedures to improve board processes. These include annual calendar of work, fixed meeting dates, standard meeting preparation timelines. These are intended to allow us to test it out and see what works. Intention is to adopt a formal policy at a later time. No need to approve anything at this time.

**5. Contractor Report**

- a. Graham - written report in package. no questions for him
- b. Jen - written report in package. Additional info: Dawson KATTS wish to be an affiliate.
- c. Admin Assistant - Barbara not present. Last meeting under contract.

**6. Budget Presentation (Michelle)**

**Motion:** to approve the CCY Budget for the 2024-25 year. (Passed by consent)

Reviewed budget at last meeting. Additional comments. Required only half the amount of snow budgeted. This does not affect the budget, but we know those costs will be lower than expected. Board will undertake financial planning work to avoid shortfalls in future. Current deficit is not sustainable but manageable.

## 7. **AWG Sport Chair Appointment Confirmation**

Aisha confirmed that she and Tiff have accepted the appointment as AWG Sport Chairs.

## 8. **Race & Events Committee (Annett)**

### a. Technical Package -

Guiding document for tier 3 races. Most sanctioned races in Yukon fall into this category. Will establish the standards that must be met in order to be sanctioned. Largely follows Nordiq Canada standards, but also includes a few Yukon-specific details, such as temperature cut-offs. Guiding principles for the Technical Package were to ensure safety and fairness, while keeping barriers for organizing clubs low.

The Technical Package also includes guidelines specific to Yukon Championships. These guidelines are stricter than the general guidelines. Clubs are encouraged to apply similar standards to their races, if possible.

For the Yukon Championship guidelines, further decisions will need to be made around:

- Fees
- Awards
- First Nation participation protocol

**Motion:** The board adopts the 2024-25 Technical Package for territorial cross-country ski events as presented but with comments removed. (Passed by consent)

- b. Yukon Championships - CCY hosts and affiliate organizes. Marsh Lake offered the opportunity to organize. Not interested this year, but possibly interested for next year if offered. WNSS has agreed to organize Yukon Champs this year.

**Motion:** The board approves that the Whitehorse Nordic Ski Society is the organizing club for the 2025 Yukon Championship. (Passed by consent)

#### **9. Letter re Snowmaking (Matthias)**

Report - Letter from a WNSS member concerned about snow-making. Matthias responded to member in a positive manner. Board discussed the utility of educating the public about snow-making, its costs and benefits. Board has planned to review the snow-making program and might include communications in that review.

#### **10. Safesport committee work update (Matthias)**

Report - Need safesport lead, who will facilitate compliance within program (squad) and affiliates. Discussed ways in which lead might be supported by board/committee. Committee will explore further and intends to bring back proposal to next meeting.

#### **11. Nomination process - major awards (Dom)**

Report - Two significant territorial awards. One administered by Sport Yukon and other by Yukon Government (Excellence and Distinction awards). Deadline for Sport Yukon awards is Dec 31. Competitive award among all sports. International award and National award. Plan is to nominate only top contenders in each category. High Performance director will work on determining nominees and report back at a future meeting.

#### **12. Selection Criteria (Dom and Graham)**

Graham provided background information regarding the general process by which criteria developed and reviewed annually. Informed by national team selection criteria and supported by an independent committee. Graham reports that presentation of draft criteria to athlete parents was well received.

**Motion:** to approve the 2024-2025 Selection Criteria. Passed by consent.

### 13. Admin Assistant (Peter/Aisha)

Update provided on status of recruitment. Discussed possible candidates that might be recruited directly. See "Other Business", below.

**Motion:** the President, on the advice of the Vice President and Secretary, is authorized to enter into an agreement respecting the provision of administrative services, provided that it is on substantially the same terms as the current contract between CCY and the current administrator. Passed by consent.

### 14. Other business

a. **Communications and Website** (Annett) -

There is a need to find someone to manage website content. Discussed the possibility that the administrative assistant might take this on. Will be included in recruitment considerations.

### 15. Schedule the next board meeting

Agreed to try setting a regular meeting date, being third Wednesday in each month. Next meeting will be November 20 at 7-9 pm.

### 16. In Camera

a. Contracts

See in camera document for summary of discussion.

**Motion:** that the board approve the Head Coach/Sport Coordinator contract and of the Assistant Coach contract be renewed for 2024/25 subject to a 4% increase to the contract price for each.

b. Safesport

See in camera document for summary of discussion.

Meeting Adjourned at 9:15pm