



**Whitehorse Cross Country Ski Club  
Board of Directors Meeting  
September 17<sup>th</sup>, 2019, 7:00 pm  
WCCSC Wax Room**

**MINUTES**

**ATTENDEES**

**Board Members**

Dermot Flynn, President

Jonathan Kerr, VP

Susan Tinevez, Director

Craig Thur, Secretary

Aisha Montgomery, Director

**Club Management**

Jan Polivka, Operations

Ben Poudou

**Regrets**

Adam Greenwood, Treasurer

Marcus Waterreus, Director

Corinna Warren, Manager

**1. Call to Order**

Dermot Flynn called the meeting to order at 7:07 pm.

**2. Additions and Approval of Agenda**

The following items were added to the Agenda:

Mediation with CCY

### **3. Review and Approval of Minutes**

Jonathan moved that the August 20<sup>th</sup> Minutes be approved. Craig seconded. Carried.

### **Updates**

#### **4. Homologation Project**

The work planned for 2019 will be completed in about a week.

The work will be completed on budget.

Overall, the project has gone well. Jan Polivka has been tracking volunteer time to provide to Jean Paul Molgat who will submit a report to the Community Development Fund (CDF) committee.

Grant Abbott should be recognized at the AGM for his volunteer contribution. Grant has been supervising the homologation project and has been on site between 30 and 40 hours each week.

#### **5. Stairs Linking Mt. McIntyre Recreation Centre to the Canada Games Centre**

Steps between the CGC parking lot and the existing stairs between the ski trails have been built to meet the needs of the Arctic Winter Games.

In 2020 a permanent stair case will be built where the exiting steps are now.

### **Standing Items**

#### **6. Financial Report**

Adam was not present for the meeting however he submitted a written financial summary in advance of the meeting for the board's review.

The financial summary provided showed a net surplus of \$27 190.00 for the 2018/2019 fiscal year.

Dermot wished for clarification from Adam about the type of account used for the ski club's financial capital.

#### **7. Club Manager's Report**

Corinna prepared and e-mailed a thorough written report to board members prior to the meeting.

Memberships for the 2019/2020 season have been available on-line since August, 1<sup>st</sup>.

Program Registration has been robust for Jackrabbits, Lynx squad and the Junior Development program.

Ben Poudou will coordinate the Jackrabbits program. This year there will be two times (late morning and early afternoon) on Sundays for the jackrabbit program so that the groups will be smaller and the indoor activities can be held in the curling club lounge rather than the Grey Mountain Room which rented to users by the city.

Brian Horton will coordinate the Lynx and Junior Development programs.

## **8. Operations Report**

Jan prepared a written report which was provided to the board via e-mail prior to the meeting.

The bridge over Sumanik Drive will be removed and replaced by the City of Whitehorse however this work may not be completed in time for use during the upcoming ski season. Members will therefore be slightly inconvenienced and will have to go through the tunnel. Fencing will be extended between the main trail heading south and the Pisten Bully shed in order to discourage skiers from crossing Sumanik Drive to access Olympic and Copper trail. A “no crossing” sign is also to be erected at a visible location where skiers may be tempted to cross Sumanik Drive on foot.

The new building for hot waxing is close to completion.

## **Discussion and Decision Items**

### **9. Strategic Planning**

Strategic Planning has not been updated since 2014. The existing Strategic Plan still covers the main WCCSC priorities however it should be updated for 2020 and beyond.

Aisha Montgomery offered to coordinate the Strategic Planning update and she suggested contacting Patty Balsilie and obtaining her CV if Patty is interested in assisting the ski club with this exercise.

The board unanimously supported devoting board time to Aisha’s proposal of updating our Strategic Plan.

### **10. Date of AGM**

Thursday, October 3<sup>rd</sup>, 2019.

The 2018 Minutes need to be sent to Corinna, Ben and Dermot.

The motion pursuant to clause 9(5) of the Regulations to the Societies Act for a waiver of financial review need to be sent to Corinna, Ben and Dermot.

Reports are to be prepared by the President, Treasurer, Manager and Operations Report  
Bengt Pettersson and Mary Whitley will form the Nomination Committee again this year.  
Mary Whitley will run the election.

Ballots will need to be available.

Jan and Ben will prepare a short video about work completed since the last ski season.

Board member intentions:

Dermot is willing to let his name stand for President;  
Jonathan is willing to let his name stand for Vice – president;  
Adam was not present however did say he was willing to let his name stand for  
Treasurer;  
Craig is willing to let his name stand for Secretary however will turn over the position if  
another person wishes to fill the role;  
Aisha is willing to let her name stand as a Director;  
Susan will step aside to focus on her volunteer commitments for the AWG;  
Marcus was not present.

Board members were reminded to let Bengt Pettersson know their intentions.

**Note\*** There is an additional Director position now that the new WCCSC By-Laws have  
been approved by Societies.

### **11. Governance Workshop**

It was agreed that on Saturday, November 9<sup>th</sup>, 2019 from 11:00 to 3:00 board members  
will attend a workshop with Sue Meikle at the Whitehorse Library.

### **12. Mediation with CCY**

The Yukon Circle of Change provides mediators and Christine Klassen-St. Pierre has  
been engaged to assist both WCCSC and CCY with an end goal of better  
communication flow and an understanding between the boards about each other's  
responsibilities.

### **13. Staffing Update**

"In Camera" discussion

One board member should be a consistent contact with staff and ensure that an annual  
"job review" occurs.

Corinna Warren will step down and club manager but continue as ski club bookkeeper.

The WCCSC board decided to offer Ben Poudou a job as interim manager for a term  
position of the 2019/2020 season. Dermot and Jonathan will prepare an letter offering  
the position and present it to Ben.

**Adjournment:** the Chair adjourned the meeting at 09:15 pm.

**Next Board Meeting:** Annual General Meeting on Thursday, October 3rd, 2019 at 7:00 pm.