



**Whitehorse Cross Country Ski Club
Board of Directors Meeting**
Wednesday, May 25th, 2022, 7:00 p.m.
Meeting held virtually via ZOOM

MINUTES

ATTENDEES

Board Members

Jean Paul Molgat, President
Craig Thur, Secretary
Stuart Hamilton, Director

Sarah Murray, Vice-President
Leslie Gomm, Treasurer

Regrets

Jan Downing, Director
Deb Higgins, Director

Club Management

Jan Polivka, Operations Manager

Regrets

Ben Poudou, Club Manager

Guests

Jan Horton and Claude Chabot

1. Call to Order

Jean Paul called the meeting to order at 7:04 pm.

2. Approval and Additions to Agenda

Sarah moved to approve the Agenda. All board members in favour. Carried.

3. Guest Delegation

Jan Horton and Claude Chabot addressed the board with several issues that concern them.

In advance of the meeting (on May 17th) Jan Horton provided the board with a five (5) page document summarizing their concerns and proposed solutions.

In summary, Jan and Claude believe that WCCSC should improve communications in general and that the club has not been doing enough to celebrate competition and the performance of WCCSC's elite athletes. Claude and Jan also believe that WCCSC and CCY have not been doing enough to develop officials so that major national competitions can be hosted at WCCSC.

Craig proposed that the board should discuss Jan and Claude's criticism and proposed solutions at the June board meeting.

4. Review and approval of the draft Minutes from April 13th, 2022

Review and approval of the draft Minutes from April 13th, 2022. A few typos were corrected. Leslie moved to approve. All in favour. Carried.

Updates

5. Board Committee Updates

Note During the Strategic Planning Implementation meeting on Thursday, December 17th, 2020 the board members leading the **Strategic Plan Action Items** for 2021 were determined and initiated. A majority of these Strategic Plan Action Items were progressed and several were completed in 2021. The committees mentioned in these Minutes have been prioritized for 2022.*

Climate Change Committee (Jean Paul Molgat, Leslie Gomm, Jan Downing, Sue Johnson, Jan Polivka, Ben Poudou)

Nothing new to update.

WCCSC By-laws Committee (Leslie Gomm and Sue Johnson)

Sue Johnson provided Jean Paul with a generic Bylaws template obtained from the Yukon Societies Act website.

Diversity and Inclusion Committee (Jan Downing, Deb Higgins and Ben Poudou)

None of the committee members were in attendance. No update provided.

Human Resources Committee (Jean Paul Molgat, Sarah Murray and Craig Thur)

The committee met with Ben and Jan both together and individually on April 22nd, 2022 for the purpose of a year end review a discussion of 2022 staff work plan, a job description for the Assistant Operations Manager and one time salary increase for our managers and bookkeeper to help offset inflation.

Standing Items

6. Financial Reporting

- Leslie Gomm

Leslie Gomm prepared a written report for the board and distributed it prior to the meeting with the proposed budget for the 2022/2023 season. The club remains in a strong financial position closing in on the end of the 2021/2022 fiscal year.

7. Club Manager's Report

Ben Poudou

No report provided. Ben is currently out of the country.

8. Operations Manager's Report

Jan Polivka

Jan provided a written report in advance.

The trails are not yet dry enough for spring/summer work to begin.

Jan informed the board that the City of Whitehorse is aiming to have a contractor in place by the end of June 2022 to oversee the proposed Mt. McIntyre building upgrades.

9. President's Report

Jean Paul

Jean Paul reported that since the last board meeting:

He has been monitoring what is being done about the upcoming ending of the moratorium on claim staking within the City of Whitehorse city limits. Jean Paul he will write another letter naming WCCSC, Contagious Mountain Biking Club (CMBC), the Disc Gold group, elder Active, Athletics Yukon as partners who share similar interests about claim staking over the trail network.

He connected with Bill Cullen of ATCO and was informed that ATCO is still determining why they own the parcel of land and the northern edge of the trail network.

He attended the Cross Country Yukon AGM earlier this evening (2022-05-25) as WCCSC's representative.

Discussion and Decision Items

10. Functional Needs Assessment

Jean Paul

Following the April 13th, 2022 presentation made by Jon Parry and David Greer about their vision of future of ski club facilities, the board discussed the need for WCCSC to have a Functional Needs Assessment prepared. It was understood by the board that such an assessment is a large and expensive project.

The board agreed that WCCSC would proceed with a Community Development Fund application for Tier Two funding (up to \$75 000.00) for the purpose of hiring an individual or firm to undertake a Functional Needs Assessment. Jean Paul said he would be willing to prepare the CDF application.

Jean Paul will also liaise with Jon Parry and David Greer to determine how they may wish to be involved in this project.

11. 2022/2023 Draft Budget

Leslie

Leslie presented a draft budget based on WCCSC selling 2000 membership for the 2022/2023 season.

Leslie requested that the board defer approval of the draft budget until the next board meeting so that she can continue working on several line items in order to complete a final draft.

12. Change of Accountants

Leslie

The club's bookkeeper Corinna Warren is recommending that WCCSC change accountants. She is recommending Ben Robinson. The board was in favour of this change primarily because Ben Robinson will be less expensive than the club's current accountant and he will have the year end financials prepared within 6 weeks following WCCSC June 30th fiscal year end.

Jean Paul will inquire with Corporate Affairs about whether or not the club can change accountants without approval at a Special General Meeting. If a Special General Meeting is required it will be organized for 7:00 pm on Thursday, June 16th, 2022.

Jean Paul moved that *“WCCSC appoint a new accountant, Ben Robinson CPA. If a Special General Meeting is required for this appointment it will be held on June 16th, 2022 at 7:00 pm in the WCCSC waxroom.”*

13. Policy Review

Jean Paul

Sample By-laws are currently on the board's shared Google drive for review, consideration and mark up. If substantial changes are to be made the club may decide to engage legal help in drafting our By-laws so that they will be more specific to the way the board believes WCCSC should operate.

Adjournment: The chair adjourned the meeting at 9:10 pm

Next Board Meeting: Thursday June 16th, 2022 at 7:15 pm in the waxroom.