



**Whitehorse Cross Country Ski Club  
Board of Directors Meeting**  
Wednesday, December 7<sup>th</sup>, 2022, 7:00 p.m.  
Meeting held virtually via Google Meet

**MINUTES**

**ATTENDEES**

**Board Members**

Jean Paul Molgat, President  
Craig Thur, Secretary  
Deb Higgins, Director  
Heather O'Mara, Director  
Deb Gohl, Director

Sarah Murray, Vice President  
Leslie Gomm, Treasurer  
Jan Downing, Director  
Chad Walasek, Director

**Club Management**

Jan Polivka, Operations Manager  
Ben Poudou, Club Manager

**1. Call to Order**

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

**2. Approval and Additions to Agenda**

Jan Polivka requested the addition of item #12 "CDF Funding for Pisten Bully."

Deb Higgins moved to approve the amended Agenda and all board members present were in favour. Carried.

### 3. Review and approval of the draft Minutes from November 9<sup>th</sup>, 2022

Review and approval of the draft Minutes from November 9<sup>th</sup>, 2022.

Jean Paul corrected a sentence from the President's Report to clearly show that the Fluoro Wax Policy was new WCCSC policy based upon the Nakkertok Skil Club's Fluoro Was Policy.

Sara Murray moved and all board members were in favour of approving the Minutes.

## Updates

### 4. Board Committee Updates

*Note\* During the Strategic Planning Implementation meeting on Thursday, December 17<sup>th</sup>, 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 were prioritized for 2022.*

#### **Climate Change Committee (Jean Paul Molgat, Leslie Gomm)**

Leslie Gomm informed the board that she is currently the only board member on the committee and although there are club members with good expertise another board member is desired for the purpose of better steering the committee. Jean Paul offered to sit on the committee. Any other board members who are interested may contact Leslie.

#### **Diversity and Inclusion Committee (Jan Downing, Deb Higgins, Heather O'Mara and Ben Poudou)**

The committee has been named **RIDEA Committee** for Reconciliation, Inclusion, Diversity, Equity and Accessibility.

Deb Higgins provided a DRAFT Terms of Reference in advance of the meeting for review and approval during the board meeting.

The following was added to the of the DRAFT Terms of Reference during the board meeting:  
*"Other members may be added to the committee at the discretion of the committee".*

With the noted addition made, Deb Gohl moved to approve the DRAFT Terms of Reference as the Terms of Reference. Everyone in favour. Carried.

Deb Higgins also presented the board with a **Draft - WCCSC RIDEA Short-term Action Plan** and a **Draft - WCCSC Medium/Long Term Action Plan** that are intended as "working document(s) that informs staff and Board Members on a regular basis."

Deb and Jan Downing also briefed the board about on-line board training about inclusion, diversity and accessibility. The RIDEA committee will research on-line training opportunities for the board to discuss at the next board meeting in January.

Committee members had a meeting with Chris Tse in May 2022 during which Chris discussed his perspective about the accessibility and inclusiveness of cross country skiing. Recently Deb shared with him the RIDEA committee's preliminary work plan. Chris Tse is writing an article that is to be published in the February 2023 edition of the North of Ordinary magazine.

### **Human Resources Committee (Jean Paul Molgat, Sarah Murray, Chad Walasek, Leslie Gomm)**

No update. The committee does need to meet. Chad Walasek and Leslie Gomm volunteered to join this committee.

### **Land Tenure Committee**

No updates.

### **Major Competitions and Events Committee**

Sarah has continued her collaboration with Cross Country Yukon board member Annette Kralisch in trying to recruit new officials especially officials who are interested in race timing. Sarah informed the board that the next realistic hosting of a major event at WCCSC would be the 2026 Ski Nationals and she proposed that there be a meeting in the spring of 2023 to begin planning for the submission of a bid if the club wishes to host this event.

Jean Paul proposed that the committee should become a joint committee comprising both WCCSC and CCY board members.

In preparation for hosting future races Sarah had identified two equipment upgrade priorities:

1. New V boards (marking edges of the race course). The current WCCSC owned markers are metal and are potentially dangerous compared to the new lighter and safer plastic boards that should be purchased. This is not an insignificant expense because a few hundred markers are required.
2. Timing Equipment for use in all future club races to begin the training of local volunteer race officials and that it was desired that this equipment be ordered soon so that it can be received and used during the Don Sumanik races in early January 2023. The purchase of this timing equipment at a cost of just under \$2000.00 is a discussion item (item 12) on the Agenda.

Jan Downing mentioned that the Yukon Lotteries 'Opportunities Fund' is a simple application and has a two week approval turnaround and the funding available from such an application would be enough to cover the cost of \$2000.00 timing equipment.

## **Standing Items**

### **5. Financial Reporting**

**Leslie Gomm**

Leslie prepared a WCCSC Financial Report to Board in advance of the meeting. The report showed the club's financial position as of November 30<sup>th</sup>, 2022. It is still early in the season and revenue is high at this time of year mostly due to membership sales.

Total revenue as of 2022-11-30 was \$512 576.85 (\$672 900.00 was budgeted for the year)  
The current net surplus is \$287 836.31 (a net surplus of \$16 100.00 was budgeted for June 30<sup>th</sup>,  
2023, the end of the fiscal year).

Leslie informed the board that financials are currently as expected for this time of year.

Leslie will inquire with First Nations Bank about purchasing a short term GIC as a vehicle to hold some of the club's current revenue.

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

**Ben Poudou**

Ben provided a written report in advance of the meeting.

As of today (December 7<sup>th</sup>, 2022) over 2000 season passes have been sold.

Ben reported that there has been \$65 000.00 in revenue from club programs which is terrific and the increased programming is a huge addition to what the club does.

The waxing clinics will resume again this year.

Ben has had sit skiers using the sit ski equipment. He will contact the City of Whitehorse about adding a parking spot for increased accessibility. Ben stated that he is pleased about "doing small things that mean a lot."

Ben updated the board that a few people have been turning in fluoro waxes and receiving a WCCSC toque in return. He still has lots of toques to give away. He will send out another reminder about turning in fluoro waxes.

Kobaysi and Zedda have been hired to oversee the Mt. McIntyre building modernization and they will be soliciting input from the ski club as there will be some manner of renovations that the ski club could have some influence over. In order to obtain suggestions and ideas from ski club members Ben will use the club e-news to let people know they can provide suggestions and provide them to the architect. This will occur before Christmas.

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

**Jan Polivka**

Jan provided a written report in advance.

Snow conditions are average for this time of year and more snow is still required for use of the new Pisten Bully.

The old Pisten Bully part has arrived and it should be repaired by the end of next week.

Jan is currently training groomers.

The club will improve communication with members about what goes into the grooming decisions that are made.

## **8. President's Report**

**Jean Paul**

*Jean Paul prepared a written report and provided a summary of the following from his report:*

He met twice with Sue Meikle to plan for the governance workshop is scheduled for Saturday, December 10th from 10:30am to 3:30 pm.

He and Sarah met with Jane Keopke (planner) and Adam Greenwood (engineer) about how to approach functional planning and assistance with a CDF proposal. He started work on a CDF application but submission of the application may be dependent on whether or not a CDF application will be made for funding for 25% of a new Pisten Bully. He will inquire with CDF about the possibility of \$20 000.00 being available for a functional planning project.

He and Sarah met with Jan, Ben, city representatives and architect Tony Zedda about the Mt. McIntyre renovation project. The club has been informed that a very limited amount of work will happen on the interior with the biggest renovation possibility being the changing rooms/washrooms with gender neutral and family spaces possibly being created.

Ski Patrol member Kristie Simpson informed Jan Polivka that the ski patrol may seek return of the timing hut however at present there is no clarity that the hut was not given to the club years ago by the ski patrol.

He received a summary from Diane Billingsly (CCY's Chief of Competitions) about the requirements for officials needed to run major events.

Amanda Deuling (former CCY employee) now works for the Yukon Government Sport Branch as a sport tourism officer and she is encouraging the ski club to try to attract tourists for one of the major events such as the Yukon Ski Marathon. He and Jan will meet with Amanda.

Christina Zahar has expressed an interest in joining the WCCSC board.

## **Discussion and Decision Items**

### **9. Update of Strategic Plan**

**Jan**

In advance of the board meeting Jean Paul prepared a Work plan to renew WCCSC's 2020-2022 Strategic Plan for board members to consider. 45 minutes to one 1 hour will be set aside to discuss strategic planning renewal.

### **10. Update to Dog Policy**

**Jean Paul**

'New Trail' was added to the Dog Policy as a dog friendly trail.

"Copper Trail from Harvey's Hut to Copper Haul Road via Mordor" was replaced with "Copper Trail from Crossroads Junction to Mordor."

Jan Downing moved this addition and amendment. All board members in favour. Carried.

## **11. Purchase of Timing Equipment**

**Sarah**

Sarah had already briefed the board about the proposed purchase of timing equipment during her Major Competitions and Events Committee update. The cost of the timing equipment is \$2000.00.

The board supported this purchase as a manager's expenditure therefore no board motion was required.

Sarah will inquire with Lotteries about covering the purchase of the timing equipment through the *Lotteries Opportunities Fund* however the equipment will be ordered right away so it will be received by the club in time for its use during the Don Sumanik races in early January 2023.

## **12. Pisten Bully Funding Approval**

**Jan Downing**

Lotteries approved 50% funding for a new Pisten Bully. Lotteries asked that the ski club approach CDF for the other 50% funding.

A 10% down payment (\$35 000.00) at present would secure the current price of a new Pisten Bully as well as delivery in time for the 2023-2024 ski season however funding applications through the Community Development Fund will not be accepted if the purchase has already been made. Jan Downing will therefore check with CDF to determine if a down payment to secure a lesser cost of the Pisten Bully would count as a purchase and disqualify CDF funding.

The following Motion was made by Jan Downing:

"That Whitehorse Cross Country Ski Club approve making a funding application to the Community Development Fund before January 15<sup>th</sup>, 2023 for the purchase of a new Pisten Bully in the amount of the remaining cost not provided by Yukon Lotteries funding."

All board members were in favour of the motion. Carried.

**Adjournment:** The chair adjourned the meeting at 9:00 pm

**Next Meeting:** Wednesday, January 4<sup>th</sup>, 2022 at 7:00 pm.