



**Whitehorse Cross Country Ski Club
Board of Directors Meeting**
Wednesday, June 2nd, 2021, 7:00 p.m.
Meeting held in the WCCSC chalet

MINUTES

ATTENDEES

Board Members

Jean Paul Molgat, President
Craig Thur, Secretary
Jan Downing, Director
Julie McVicar, Director

Jonathan Kerr, Vice-President
Stuart Hamilton, Director
Leslie Gomm, Director
Dermot Flynn, Past President

Club Management

Jan Polivka, Operations

Ben Poudou, Club Manager

Regrets: Adam Greenwood, Treasurer, Sarah Murray, Director

Guests: Afan Jones of Northern Huts Society and John Carson and Sandra MacDougall of 'Run for Life' Society

1. Call to Order

Jean Paul called the meeting to order at 7:05 pm.

2. Approval and Additions to Agenda

Ben requested that at the end of the meeting the board members have a short discussion about intentions to remain on the board for 2021-2022 and recruitment of potential board members over the summer. Item added. Jan Downing moved to approve the Agenda with the additional item. All in favour. Carried.

3. Review and approval of the draft Minutes from May 6th 2021

Review and approval of the draft Minutes from May 6th, 2021. A few typographical errors were pointed out for correction and noted by the secretary. Dermot Flynn moved to approve. All in favour. Carried.

Updates

4. Northern Huts

WCCSC member Afan Jones provided background about 'Northern Huts Society' which was established as a registered society in the Yukon in July 2020. The goal of the Society is to establish a network of back country huts in the southern Yukon and a new hut at or near the former location of the Fraser Hut is viewed as a natural place to start in partnership with the ski club as it would benefit the ski club membership.

John Carson is the Executive Director of 'Run for Life' which is also a registered society in the Yukon. 'Run for Life' is currently involved in a trail program in the Rift Valley in rural Kenya. 'Run for Life' sees hut networks as part of sustainable tourism where collaborative ventures can occur and people can meet in places where informal learning can occur.

'Run for Life' also regards a hut at or near the site of the former Fraser Hut as a natural place to begin a network of Yukon huts.

The WCCSC board was in agreement that the ski club is interested in working with the hut groups. Ben Poudou and Stuart Hamilton volunteered to represent the ski club moving forward in a possible partnership with Northern Huts Society and 'Run for Life'

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** were determined.*

A through K below are the Strategic Plan Action Items.

At this board meeting updates were provided for the following Action Items: **A, D, E, G, H, I and K**. The reported updates are in **purple font**:

A. Action Item: Work with under-represented communities to explore ways that the club can provide an inclusive, respectful, barrier free and welcoming environment for everyone.

Co-Leads: Jan Horton and Julie McVicar with Adam Greenwood.

Update: Julie and Adam will connect with Kelly Proudfoot who is willing to assist the club. Kelly has experience in this area.

Ben will prepare a demographic survey for the launch of WCCSC's 2021-2202 registration.

B. Action Item: Develop and implement a volunteer recruitment, orientation/training, human resources and recognition strategy.

Lead: Jan Horton

No update was provided at this meeting.

C. Action Item: Work with Cross Country Yukon to plan for and develop the capacity needed to effectively host competitive racing events such as Nationals, and to prepare for the 2027 Canada Winter Games.

Lead: Jonathan Kerr with Stuart Hamilton, Sarah Murray and Julie McVicar.

No update was provided at this meeting.

D. Action Item: Develop an asset management strategy to facilitate a transition to equipment that optimizes development and management of the trail network while also reducing staffing, operational and environment costs.

Lead: Jan Polivka with Adam Greenwood and Jan Downing

Update: Jan Downing informed the board that between Yukon Lotteries and the Community Development Fund WCCSC has received approval for 100% of the funding for a new Pisten Bully. Jan Polivka said that he has been told the Pisten Bully can be delivered by mid October 2021.

WCCSC will need to recognize and thank our funders publicly. Jan Downing is working on a plan to do this.

E. Action Item: Work with Biathlon Yukon, Sport and Recreation Branch of the Yukon Government, CCY and City of Whitehorse and others to explore the feasibility of integrating the sport of biathlon with our organization.

Lead: Jean-Paul Molgat with Leslie Gomm.

Update: Jean Paul advised the board that WCCSC is waiting to hear back from Biathlon Yukon regarding their decision following their review and discussion after having received the completed feasibility study.

F. Action Item: Work with membership, government and environmental organizations to assess our current environmental footprint before developing a long term climate change policy and plan.

Lead: Leslie Gomm with Jan Downing and Jean-Paul Molgat

First Task: Leslie to prepare a work plan. Being able to determine WCCSC's current environmental footprint will likely be necessary.

No update was provided at this meeting.

G. Action Item: Work with Yukon Government and the City of Whitehorse toward renewed and more certain tenure arrangements to replace, expand or strengthen the current seasonal License of Occupation.

Lead: Sarah Murray with Dermot Flynn

Update: Jean Paul updated the board that he will be arranging to meet with Atco to determine if the ski club's purchase of the Atco owned land could be negotiated.

H. Action Item: Conduct a comprehensive safety assessment of the trail system, equipment and the Chalet, including operations and programs and implement identified recommendations to improve or enhance safety.

Lead: Jonathan Kerr with Craig Thur, Ben Poudou and Jan Polivka.

First Task: Meet with Mike Kramer and request a written proposal for the development of a Health and Safety Plan.

Update: Mike Kramer recently finished his drafts of safety policy and procedure and submitted them for review. The Health and Safety Committee and managers will meet and review Mike's work and direct him about next steps.

I. Action Item: Continue the transition toward and implement policy-based governance.

Lead: Jean-Paul Molgat with Jonathan Kerr, Bengt Pettersson and Fraser Pearce

First Task: Ongoing process and on Agenda of all upcoming board meetings.

Update: A board meeting was held on Thursday, May 27th at which time Operational Polices were reviewed and approved.

J. Action Item: Work with Cross Country Yukon to formalize roles, responsibilities, timelines, communications and joint planning protocols and other relevant matters.

Lead: Jean-Paul Molgat with Leslie Gomm

First Task: Committee meeting and meeting with CCY.

No update was provided at this meeting.

K. Action Item: Develop a staff retention, recruitment and training plan to ensure WCCSC continues to have the professional capacity needed to meet the current operational needs and to achieve strategic goals.

Lead: Craig Thur with Adam Greenwood and Sarah Murray.

Update: Craig will organize a meeting of the Human Resources Committee, managers and bookkeeper before the end of June in order to ensure the board approved commitments to the WCCSC managers is in place before the 2021-202 fiscal year begins.

Standing Items

6. Financial Reporting

- Ben

Adam was not present however he and Ben have prepared a draft budget for 2021-2022 that is based on a forecast of the WCCSC having 1700 members. There will be another meeting concerning budget preparation before the end of the month to ready the budget for board approval. Ben, Jan Polivka, Corinna Warren (bookkeeper), Adam and Jean-Paul will be involved.

The board did discuss spending money on special projects

7. Club Manager's Report

Ben prepared a written report. Planning for the 2021-2022 season is well underway.

A new volunteer page is being set up on the website. It will be modelled on the Yukon River Quest volunteer page which is easy to use.

Ben is also drafting WCCSC trail etiquette rules for posting.

8. Operations Manager's Report

Jan prepared a written report for the board.

Jan informed the board that the existing PB shed will be modified to accommodate two Pisten Bullys parked end on end.

Two new snowmobiles have been ordered to replace the two stolen Arctic Cat Bearcats.

9. President's Report

Jean Paul

Jena Paul's comment were summarized already in previous discussion about land tenure and the 2021-2022 budgeting process.

Discussion and Decision Items

10. Board Members Intention for 2021-2022

There was agreement that new board member volunteers should be encouraged as there are likely to be open positions on the board...and of course board membership is always subject to election.

Leslie Gomm volunteered to take on the role of Treasurer if Adam Greenwood does not return.

Adjournment: The chair adjourned the meeting at 9:20 pm

Next Policy Review Meeting: Monday, June 28th, 2021_ Health and Safety Policy

Next Board Meeting: Wednesday, July 7th, 2021_2021-2022 Budget Approval.