



**Whitehorse Cross Country Ski Club**  
**Board of Directors Meeting**  
Wednesday, October 18<sup>th</sup>, 2023, 7:00 p.m.\_Waxroom

**Minutes**

**ATTENDEES**

**Board Members Present**

Jean Paul Molgat  
Sarah Aasman  
Tracee Vickerman  
Moya Painter  
Jan Downing

Leslie Gomm,  
Lorrie Lech  
Brian Terry  
Deb Higgins

**Regrets**

Chad Walasek, Director

**Club Management Present**

Ben Poudou, Club Manager  
Jan Polivka, Operations Manager

1. Jean Paul called the meeting to order at 7:06 pm.
2. Approval and Additions to Agenda

Jean Paul added the following four items to the draft Agenda:

Item 14: Decision on Zone 4 timing chip rental;

Item 15: Decision on donation request (KDFN)

Leslie moved to approve the Agenda and all board members present were in favour. Carried.

**Approval of Previous Minutes**

3. **Review and approval of the draft Minutes from September 13th, 2023**

Review and approval of the draft Minutes from September 13th, 2023.

Deb moved to approve the draft Minutes. All in favour. Approved by consensus. Carried.

4. **Introductions of Board:**

Jean-Paul, Deb Higgins, Sarah Aasman, Lorrie Lech, Jan Downing, Leslie Gomm, Tracee Vickerman, Brian Terry, Moya Painter, Jan Polivka, Ben Poudou   Regrets: Chad Walasek  
-Jean-Paul explained the purpose of a policy governance board, more on that during the workshop with Sue Meikle

## Updates

**5. Board Committee Updates:** Jean Paul stated we will not be asking board members to indicate their interest in committees during this meeting. The purpose for now is to inform. During our November meeting we will be seeking interest from Board members.

**Land Tenure** - Jean Paul explained the purpose of this committee (to protect our trail system through securing land tenure). The License of Occupation expires in December, Jan P. and Jean Paul are going to try to move to a Lease Agreement with YG Lands Branch.

**READI committee** - Reconciliation, Equity, Access, Diversity, Inclusion. There is a Terms of Reference and Short/Long Term goals on the Board page (reading it will provide good information and background on the purpose and actions of the READI committee). The committee is engaging in a re-imaging project to rename the Whitehorse Cross Country Ski Club to the “Whitehorse Nordic Center”. The purpose is to welcome the facility and trails into the community. The READI committee will be hiring a consultant to guide us through this project. We are seeking board approval to hire Teresa Earle and Mary Binsted to take on this project. Deb will circulate Mary and Teresa’s proposal, project briefing, action plan and ToR on Friday to the board. Any feedback from the board will be provided by Monday.

**Climate Change** - Leslie reported the committee has developed a Terms of Reference for a climate action plan for staff (mitigation and adaptation). Members are Leslie and Jean-Paul along with other club members with an interest. Leslie asked board members to think about their interest in this committee.

**Major Competition and Events** - vacant. The purpose of this joint WCCSC/CCY committee is to provide us with policies and plans for events and major competitions. WCCSC is looking at hosting the Nationals in 2026. We will be hoping to include the Yukon Ski Marathon as a sub committee..

**HR Committee** - this committee meets with staff formally to talk about goals and objectives, working conditions, remuneration, etc. The President and VP meets with Ben and Jan P. weekly.

## Standing Items (see reports on G Drive)

**6. Financial Report** - an overview of the WCCSC’s financial management is on the drive along with the monthly financial report and budget. There isn’t much financial activity yet, as it is pre-season operations. The PB is now paid in full, the remaining 50% Lottery money will come in once PB has arrived and reported.

**7. Club Manager’s Report** - Programs are going well, a lot going on with the upcoming events, program jackets are ordered, 689 members as of 4pm today, 150 Opportunity Passes have been donated by season’s pass holders..

**8. Operations Report** - Busy fall more so because of the big wind event earlier. CCY snowmaking project MOU was signed recently and the snowmaking may start this weekend weather dependent.

The Ski Club donates our PB and groomers to move the artificial snow into place. The new PB is leaving Calgary within the next few days, should arrive this weekend or early next week..

**9. President's Report** - Jean Paul and Jan P. are in the process of discussing the Licence of Occupation with the YG Lands Branch with the intention of shifting it to a Lease Agreement; meet with Mayor Laura Cabbot around land tenure, outgrowing facilities (stadium), storage garage is tight with all our required equipment; WCCSC received funding from CDF for functional planning project \$20000 + \$2000 from the club, there is an advisory committee (Jan P, Landen from the City, Alain from CCY, John Parry, David Greer, Grant Abbott, Claude Chabot, Jean-Paul) to direct this (Zedda Kobayashi is hired for the project and meeting with staff and Jean-Paul on Friday, Oct. 20th).

**10. Report from CCY meeting** - explained the role between CCY (the sport governing body) and affiliates (ie WCCSC/Kwanlin Koyotes). Both affiliates have 2 rotating seats each on the CCY board. The WCCSC reps, at the next meeting, will request the CCY minutes be posted on the website, the agenda circulated ahead of time and any decisions be made at the meeting. Jan D. will attend the next meeting, she will talk to Chad about his ability to attend Nov. 1

## **Discussion and Decision Items**

### **10. Election of the executive for 2023/24**

Jean-Paul gave an overview of the Executive Roles

Jean-Paul will put his name forward as President

Leslie will put her name forward as Treasurer

Jan will put her name forward as Vice President

Moya will put her name forward as Secretary

Tracee will move that Jean Paul will be reappointed President, Leslie as Treasurer, Jan D. appointed as VP and Moya as Secretary. All in favor, approved by Consensus. Carried

**11 How to use google drive** - this will be done on a one on one basis with Ben

### **12. Amendment of the Policy OP-12**

Jean-Paul provided an overview of Policies (Governance, Executive limitations, Operational Policies, Operational Procedures). Ben created the new Yukon Nordic Hall of Fame. Ben is changing the policy to "Yukon Nordic Hall of Fame" from "Yukon Skiers Hall of Fame".

### **13. Approval of the Operational Procedure OPR-15**

This policy allows Biathlon athletes to train in the stadium. Ben, Craig Thur (RCMP) and Biathlon Yukon worked on it collectively, engaging with CCY and the YG Firearms office. Jean-Paul suggested changing the name to "Training with a Biathlon Rifle" and eliminating any reference to the snow loop.

### **14. Cross Country Yukon Strat Plan**

CCY started the planning process in Feb/March of this year. The WCCSC board needs to provide feedback to CCY by next week. We reviewed the comments from the WCCSC Board received to date. Jean-Paul will wrap our comments into a document and forward it to the board. Please comment on this by Wednesday, October 25th.

**15. Decision on Zone4 timing chip rental** - A late request from CCY for WCCSC to rent chip timing system for this year's racing season. WCCSC will rent the equipment. The WCCSC will use the system for our club events/races, then rent it out to other organizations (Biathlon Yukon, and other clubs) and CCY for time trials, Ben will work out the specific details of the Don Sumaniks and Yukon Champs.

Leslie moves to support the expense to rent the Zone 4 timing chips for this season. All in favor, approved by consensus. Carried.

**16. Decision on donation request (KDFN)** - Kwanlin Dun is launching a new book Kwanlin Dün Dä kwändur gh.y ghakwad.ndur: Our Story in Our Words. They have requested a donation of \$1000 through a Giving Circle.. Although we are not typically an organization in the position to provide this type of support, as we are on the traditional territory of KDFN and have been trying to get on the radar of Kwanlin Dun and this is a gesture towards reconciliation. Lorrie raised a question that we have approved 2 requests that were not budgeted, can we afford it? Leslie reported we are in a good financial situation and can afford both expenses. Ben will write an article on e-news and invite club members to the launch.

Sarah moves that the WCCSC provides \$1000 to the KDFN Giving circle for Our Story in our Words. All in favor, approved by consensus. Carried.

**Board training** - October 28 10am-3pm in Raven's Ridge (lunch will be provided)

**Adjournment: 9:20pm**

**Next Board Meeting:** November 15<sup>th</sup>, 2023 at 7:00 pm - Location TBD