



Meeting Minutes Board of Directors

Date: December 19, 2016

Present: Liz Inkila, Jen Tomlinson, Patricia MacDonell, Richard Lemoine, Katja Mathys, Al White, Angus Carr, Steve Howard, Patti Kitler, Mary Waddell, John Labine, Don Nixon, Thom Lyon

Regrets: Kelly Sinclair

Item	Description	Discussion	Motion/Action	Responsibility
1	Review and Approval of Agenda	Agenda approved with one amendment.	Moved Al White Seconded by Angus Carr Motion passed	
2	Review of minutes of November 14, 2016	Minutes of November 14, 2016 approved	Moved by Patti Kitler Seconded by Richard Lemoine Motion passed	
3	Business arising	<ul style="list-style-type: none"> Continue to bring forward sending a notice to the Minister of Finance regarding a change in the year end to March 31. Continue to carry forward XCSO's rep on the NTDC board Division Chairs' meeting notes sent out by Steve December 18. FIS classic poles documentation posted to the website Sport hosting grant information from MTCS circulated to board and Nationals 2018 will be submitting an application to the Sport Hosting Program fund. Deadline to submit is January 9. NCD area members inquiring about hosting of the Nationals 2019 have been advised of CCC's typical East/West rotation Volunteer of the year award researched by Patti and Patricia and have not had a chance to discuss. Suggestion 	<p>ACTION: Carry forward sending a notice to Ministry of Finance change of date for year end. ACTION: Carry forward XCSO representative on the NTDC Board</p> <p>ACTION: bring forward volunteer award</p>	<p>Richard</p> <p>Steve</p> <p>Patricia/Patti</p>



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		<p>that we touch base with Dorothy Lothian as she has been doing research for CCC as well.</p> <ul style="list-style-type: none"> • Conflict of interest, harassment policies are under review by Don, Steve and Angus. • In the Sport Recognition review, feedback was received that CCO Bylaw #1 has not been reviewed in the last 3 years. Implementation of the Not for Profit Act could take place in 2018, it was recommended that we review/update the bylaws with that in mind. The deadline for this portion of the Sport Recognition application is due March 31, 2017. 	<p>ACTION; Don Angus and Steve will review the present bylaw for SR and also review the progress of the NFP act as it relates to our bylaws.</p>	
4	<p>Chair's Report Steve Howard</p>	<ul style="list-style-type: none"> • The loss of Pierre Lafontaine at CCC is regretful but understandable given his family circumstances. Replacement Shane Pearsall will fit in well. • CEO of Biathlon ON contacted XCSO to look for areas of collaboration. Steve will hopefully meet with him over the Xmas holidays. Initial information is that he is interested in para nordic areas of collaboration. 	<p>ACTION: Report to Board after meeting/further communication</p>	Steve
5	<p>Financial Report Richard Lemoine</p>	<ul style="list-style-type: none"> • Majority of high performance trips have been complete. Under budget for trips and potentially under budget for Contract coach • Refund for D & O insurance has been received • NTDC Thunder Bay athletes As COC leaders, Evan Palmer Charrette & Katherine Stewart Jones have qualified for Period 2 World Cups, however, both U23. 	<p>ACTION: Richard to determine priority competition –World Cups or U23 World Championships - for COC leaders as both U23</p>	
6	<p>Administrator's Report Liz Inkila</p>	<p>Clubs</p> <ul style="list-style-type: none"> • Communicating with clubs & Zone4 as needed. 67 clubs registered. <p>High Performance</p> <ul style="list-style-type: none"> • OTS fall camp in Ottawa/Gatineau complete – survey underway with athletes. Overall, feedback is very positive. Some concerns with driving distance from 		



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		<p>accommodations to Nakkertok/Gatineau.</p> <ul style="list-style-type: none">• OST Foret & Silver Star camp complete. Feedback survey will be sent to athletes• Q4G program ongoing with MTCS• ON High Performance Sport Initiative (OHPSI) – \$40000 investment from Canadian Sport Institute Ontario (CSIO) for the 2017-2018 fiscal year. Our Sport Consultant with CSIO will be in contact regarding next steps.• Ontario Winter Games application successful. Final approval will be received pending the appeal process on January 11. Next steps:<ul style="list-style-type: none">○ Reviewing any recommendations from the Sport Selection Committee and revising accordingly.○ Finalizing participant numbers for your sport.○ Completing a sport technical package.○ Signing a competition agreement outlining the roles and responsibilities of the Sport, Games Organizing Committee and the Ministry.○ Confirm venue selection for the Ontario Games <p>MTCS updates</p> <ul style="list-style-type: none">• Our Sport Recognition application was well received; however, a few minor items will need to be amended/submitted by March 31, 2017.• By laws submitted have not been reviewed within the last 3 years. Steve, Don, Angus will include that in their review of the Discrimination policy• District representatives are elected by the membership. MTCS would like to see an intended shift towards more of a skills/competency based Board. Marie and I discussed the hybrid blend on XCSO Board. Advised to monitor as both organization and policy requirements mature.• Access & Equity policy was more an inclusion policy.		
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		<p>Therefore we need to develop an accessibility policy. I have begun work on that.</p> <ul style="list-style-type: none"> Insurance certificate had several missing items, and that has been corrected Some initial information regarding base funding. They are expecting a launch in the early 2017, with an application date early in the new fiscal unlike previous year's deadline of May 31. <p>Website/Branding</p> <ul style="list-style-type: none"> Continuing to work with Patricia, Katja and Dave on website and branding. Katja and I have reviewed each page on the website and the process of moving information has begun. Information has been edited and refreshed – quite a bit job. Hoping for a launch of most pages on December 21st, with continued work to bring all pages online by January. 		
7	High Performance Jen Tomlinson	<ul style="list-style-type: none"> As per written report. Jen has attended several meetings regarding collaboration with other provinces, in particular SFQ. Recommendation that a working group which would include Victor, Tim or Timo Jean Baptiste, Francois Pepin, a representative from the Board, Jen and Liz be formed to continue to build on communication and collaboration CCC HP review report compared HP system to other sports, and other Nordic sports in the world. Small committee is working on implementation of the recommendations from the report. Implementation/communication plans launched in mid to late January. Will have implications on CCC's business and high performance plan. 	<p>Motion that XCSO strike a working group to work on raising high performance and opportunities to collaborate Moved by Jen Tomlinson Seconded by Thom Lyon Motion passed</p>	



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		<ul style="list-style-type: none">Euro tour criteria document has been published. The inclusion of other provincial athletes means that the other provinces need to bring \$\$ and fund a coach. Manitoba has indicated that they are unable to provide support for their athletes who may qualify. Jen has indicated that additional provincial athletes will not replace qualified ON skiers. Discussion about adding other provincial athletes who qualify higher than Ontario athletes. General consensus is that other provinces need to step up and provide support and that ON athletes should be prioritized.		
8	Officials Al White	<ul style="list-style-type: none">FIS rules regarding classic pole length documentation posted on the website		
9	Coaching Development Katja Mathys	<ul style="list-style-type: none">Comp Dev coaches need to get certified and it is a 2 year process. 4 or 5 additional coaches are ready to start on that process. On snow Comp Dev in January in Ottawa. FISU games requires Comp DevFirst draft of wax safety video was sent today. Jen and Liz will review.Online ICC workshop will be launched this year. FAthletes with at least 2 years provincial and national racing experience (as demonstrated by 2 years of distance CPL ranking) wishing to start their coach training in the Comp-Introduction context (CCI-L2T) will be allowed to do so by doing the Coaching Initiation e-learning module and signing CCC Coaches' code of conduct.		
10	PN Patti Kitler	<ul style="list-style-type: none">Patti is receiving inquiries for sit skis from sledge hockey players14 athletes at the Para Sport Games.		



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11	Youth Report Kelly Sinclair	<ul style="list-style-type: none">• No report		
12	District Reports	<p><u>SOD</u></p> <ul style="list-style-type: none">• Yuletide Blast at Highlands held this weekend and is part of the SOD series. <p><u>LSSD</u></p> <ul style="list-style-type: none">• OCup #1 next week.• Thunder Bay doesn't have a lot of snow, but expecting more <p><u>NOD</u></p> <ul style="list-style-type: none">• Communications link to connect clubs• Funding for NOD skiers attending Ocups <p><u>NCD</u></p> <ul style="list-style-type: none">• Snowmaking at Nakkertok started the season by the end of November/lots of natural snow.• Time trial and Candy Cane Cup – early season races• SJAM trail being groomed 4 to 5 times per week.• Meetings with - check with Thom• PN committee looking for sit skis in region		
13	New Business	Website/branding & Sport Recognition application discussed in Admin report		
14	Date of Next Meeting & Adjournment	Next meeting is Monday, January 16 at 8pm		