

**Present:** Liz Inkila, Steve Howard, Jen Tomlinson, Patricia MacDonell, Patti Kitler, Richard Lemoine, Don Nixon, Kelly Sinclair, Katja Mathys, Thom Lyon, Al White

**Regrets:** Peter White, Patti Kitler, John Labine

Item	Description	Discussion	Motion/Action	Responsibility
1	<b>Review and Approval of Agenda</b>	Agenda approved with 1 addition	<b>Moved Al White Seconded by Patricia MacDonell</b>  <b>Motion passed</b>	
2	<b>Review of minutes of April 4, 2016</b>	Minutes of April 4, 2016 approved	<b>Moved by Don Nixon Seconded by Katja Mathys</b>  <b>Motion passed</b>	
3	<b>Business arising</b>	<ul style="list-style-type: none"> <li>• Thank you gift ordered from Gleeson Brook Pottery</li> <li>• ParaSport has approved a no age limit for the 2017 ParaSport Championships</li> <li>• Other Division financial costs/charges for jackrabbit materials</li> </ul>		
4	<b>Chair's Report Steve Howard</b>	<ul style="list-style-type: none"> <li>• No CCC fee increase for 2016/2017</li> <li>• D&amp;O insurance has been procured by CCC for the period April to October 2016, to cover all divisions except Ontario (we already had coverage), Nova Scotia (provincial legislation protects volunteer boards), Manitoba board, SFQ (covered by provincial government). Coverage is at \$1M. Ontario can be added to the policy in October when renewed. CCC is investigating all options for coverage (both D&amp;O and liability).</li> <li>• Nominations for CCC Board of Directors close on May 9</li> <li>• Pierre Lafontaine will be attending CCO AGM</li> </ul>	<b>ACTION: Steve to discuss reimbursement for CCO D &amp; O insurance with CCC</b>	Steve

5	<b>Financial Report Richard Lemoine</b>	<ul style="list-style-type: none"> <li>• Projected deficit</li> <li>• No SPF \$ next year, will review membership fees/athlete fees/costs</li> <li>• Budget will be presented at AGM</li> </ul>		
6	<b>Administrator's Report Liz Inkila</b>	<ul style="list-style-type: none"> <li>• Nominating Jim McCarthy for the Dave Rees award</li> <li>• Zone4 club registration - 74 clubs that have signed the online waiver, with approximately 12400 members. I continue to work directly with clubs that require assistance. In the process of following up with 2 tardy clubs in the province. d</li> <li>• Registration for the OTS and OST is underway and we will have final numbers by May 15</li> <li>• Calendar planning continues and Ocup review committee will be meeting once we have a clearer picture of the calendar.</li> <li>• SPF financials have been finalized – final report is due May 31.</li> <li>• MTCS base funding report due May 31.</li> <li>• Strategic plan will be presented at the CCO AGM in PDF format. Steve will be leading the session. Human resource RFP has been developed and will be discussed at tonight's meeting. RPF for website/branding has been sent to 4 firms. Patricia to report on outcomes</li> <li>• AGM draft agenda has been circulated. Registration remains open for any additional members who wish to attend. Final logistics being completed. Please submit AGM reports in PPT format by <b>Thursday, May 12</b> if possible.</li> <li>• Attended the 2016 Sport Symposium in Toronto on Saturday April 30 with Patricia MacDonell – Thank you Patricia! Topics included Sport Recognition, Girls and Women in Sport, Statistics</li> </ul>		

		and Research in Sport, and PSO/MSO MTCS recognition policy.		
7	High Performance Jen Tomlinson	<ul style="list-style-type: none"> <li>University Skiing activity is growing with the enthusiastic leadership of Meg Sinclair <ul style="list-style-type: none"> <li>Updating university section of the website</li> <li>Brochures from the universities to be available</li> <li>University training camp development – needs contacts in the Districts</li> <li>Target to grow the participation level and capture more of the high school skiers</li> </ul> </li> <li>Working with NCD and SOD HP reps to organize a roller ski series and working with Stephane Barrette to coordinate with CCC plans</li> <li>CCC HPC meetings have taken place with selections to be announced this week <ul style="list-style-type: none"> <li>Changes to the talent squad selection, numbers and organization</li> <li>Budget limitations will limit what CCC will be offering beyond targeted individuals and groups, will be sending junior team to FIS/Norway camp 5 girls, 5 boys</li> <li>Coalescing programs around team 2018, team 2022 and team 2026</li> <li>Level of cooperation between training centres and NST improving significantly</li> <li>Divisions encouraged to collaborate as well, and look for opportunities to work with US counterparts</li> </ul> </li> <li>Thunder Bay is now officially a National Training Centre! That is one step up from being a Development centre – all 3 training centres are now the same “level”</li> <li>Events discussions underway with a desire for more North South engagement – both for competitions and for training at the Senior level – further discussion regarding trials will come later</li> </ul>		

		<p><b>Planning</b></p> <ul style="list-style-type: none"> <li>• Still need to resource and cost the HP Plan – recognizing that we will not have the same level of resources as we had last year, so some items may need longer timeframes</li> <li>• Need to plan out events calendar – will be challenging due to the North-South coordination and other conflicting community interests</li> </ul> <p><b>Administration</b></p> <ul style="list-style-type: none"> <li>• Revisions to OCup package to be done – coaches bibs, Kings court sprints</li> <li>• Subcommittees: <ul style="list-style-type: none"> <li>○ Several have been established – Q4Gold, Ocu, OST/OTS selection, have parked a couple as they will develop over the next year – awards,</li> </ul> </li> <li>• Early snow support discussion: <ul style="list-style-type: none"> <li>○ Based on available funds - Recommend we distribute the funds to the Districts for them to distribute to facilities or skiers depending on the right model for them. Funds to be allocated based on \$50 per licenced skier in the district must provide a report for how the \$ was used</li> </ul> </li> </ul> <p><b>OST / OTS Programming</b></p> <ul style="list-style-type: none"> <li>• Victor Wiltmann selected as CCO Contract Coach</li> <li>• OTS selections: 20 athletes, 10 girls and 10 boys <ul style="list-style-type: none"> <li>○ First camp July 3-7 at OWL rafting with Nakkertok Juveniles and other NCD Juveniles</li> <li>○ Second camp end Oct timeframe</li> </ul> </li> <li>• OST selections – 19 athletes, 9 girls and 10 boys <ul style="list-style-type: none"> <li>○ Camp programming has been developed and communicated to the athletes, key camps are NDC July camp, August on-snow camp, November Foret camp and December silver Star</li> </ul> </li> </ul> <p><b>Looking Forward...</b></p> <ul style="list-style-type: none"> <li>• Outline budget needs for 2016/17</li> </ul>		
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8	<b>CCC HP Report</b>	<ul style="list-style-type: none"> <li>• Great Training centres cooperation at CCC HP meetings</li> <li>• World Jr/U23 Trials to be held at Soldier Hollow at altitude</li> <li>• Suggesting that a QC/ON Cup at the same time to offer a good competition</li> <li>• Calendar is very messy this year. Trying to coordinate with USSA</li> </ul>		
9	<b>Coaching Development Katja Mathys</b>	<ul style="list-style-type: none"> <li>• CCO Annual Coaching Seminar June 4/5 in Ottawa. Great line up of speakers/presenters. Thank you to Team Hardwood for sponsoring Robin McKeever's attendance</li> <li>• CCC HP coaches conference with 8-9 ON coaches registered</li> <li>• Mentorship program applications closed for this year and have 3 applications this year</li> </ul>		
10	<b>PN Patti Kitler</b>	<ul style="list-style-type: none"> <li>• No report</li> </ul>		

11	Youth Report Kelly Sinclair	<ul style="list-style-type: none"> <li>No report</li> </ul>		
12	Official Al White	<p>Areas of discussion for Technical Package/events</p> <ul style="list-style-type: none"> <li>King's Court Sprints – this was well accepted at O Cup #3, however, the organization and regulations may need some refinement.</li> <li>O Cup &amp; ON Midget Championship Midget seeding - now many skiers have licenses and are gathering points should we arrange start lists for Midgets as we do other categories?</li> <li>Should we sanction the Ontario Midget Championships to enable athletes to gain CPL at the event?</li> </ul>		
13	District Reports	<p><u>SOD</u></p> <ul style="list-style-type: none"> <li>Paraffin series wrapped up</li> </ul> <p><u>LSSD</u></p> <ul style="list-style-type: none"> <li>Don Nixon Attended NDC appreciation evening</li> <li>One LSSD club that indicated they would register and remit fees but have not. Cease and desist letter sent</li> <li>LSSD AGM will be held directly after the CCO AGM</li> </ul> <p><u>NOD</u></p> <ul style="list-style-type: none"> <li>Temiskaming Nordic hosted the third OCup of the year with good snow, great volunteers and outstanding skiing</li> <li>Have requested to clubs to submit club reports and logo's</li> <li>NOD surveyed the local clubs about creating a NOD loppet log book/certificate with stamps (or something) from each club to collect (ie like the world loppet series) and recognition for those athletes that complete the entire circuit. Awaiting feedback!</li> </ul> <p><u>NCD</u></p> <ul style="list-style-type: none"> <li>NCD AGM held this past weekend. Looking to increase fees by \$1 and will be hosting a special members meeting to discuss.</li> <li>Snow making continues to be discussed in the District</li> </ul>		
14	New Business	Website/branding RFP		

		<ul style="list-style-type: none"> <li>• Distributed to 4 firms and received 2 quotes with 2 firms not bidding. Will be reviewing and will follow up with the Board</li> <li>• NSO/PSO branding across the country is an expensive proposition.</li> </ul> <p>HR review</p> <ul style="list-style-type: none"> <li>• HR review RFP indicates a review of both NDC Thunder Bay and CCO. Suggested completing an HR review for PSO, and plus an assessment for an alignment of efficiencies between NDC Thunder Bay</li> </ul> <p>Other</p> <ul style="list-style-type: none"> <li>• NDC Funding request has been received from Keith Tribe and Eric Bailey. They have increased their team fees in the short term. We need to have a better sense of what they are asking and engage in further discussion.</li> <li>• Don will be sending an email to Board members to solicit their intentions regarding staying on in present role with Board and will present a slate of nominees for the AGM.</li> </ul>		
15	<b>Date of Next Meeting &amp; Adjournment</b>	Next meeting is Monday, June 13 at 8pm	<b>Meeting adjourned</b>	