



Meeting Minutes  
Board of Directors  
Date: March 14, 2017

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

Regrets: Thom Lyon

Item	Description	Discussion	Motion/Action	Responsibility
1	Review and Approval of Agenda	Agenda approved.	Moved Patti Kitler Seconded by Richard Lemoine  Motion passed	
2	Review of minutes of February 15, 2017	Minutes of February 15, 2017 approved	Moved by Patricia MacDonell Seconded by Patti Kitler  Motion passed	
3	Business arising	<ul style="list-style-type: none"><li>• Board of Directors continue to think that a XCSO representative on NTDC's Board is important. Suggested that it is important that this person also be on the XCSO Board.</li><li>• Volunteer of the year award researched by Patti and Patricia and will be sent by email.</li><li>• Formal letter of concern regarding coach license sent to CCC. Coaching license will be an agenda item on the DCC meeting</li><li>• District Chairs are reminded to communicate coach license to Districts</li><li>• Coaching workshop to be held June 2-4 in North Bay</li><li>• Measurements of Klister bib received by Mary</li><li>• AGM planning underway – date determined as May 5-7</li></ul>	<b>ACTION: Carry forward volunteer award</b>	Patricia/Patti
4	Chair's Report Steve Howard	<ul style="list-style-type: none"><li>• A letter expressing concerns regarding the new CCC coaching license as a mandatory requirement of insurance was sent to CCC Chair and Executive Director.</li></ul>		



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6	<b>Administrator's Report</b> <b>Liz Inkila</b>	<p>Clubs</p> <ul style="list-style-type: none"> <li>Communicating with clubs &amp; Zone4 as needed. Our membership numbers are up slightly.</li> </ul> <p>High Performance</p> <ul style="list-style-type: none"> <li>Q4G final nominations are posted. Cheques will be received by athletes by the end of March.</li> <li>Continue meeting with CSIO rep Murray McCullough. Visited Thunder Bay this past weekend - very enthusiastic and has a very strong understanding of sport.</li> <li>Euro B Tour trip summary is complete (hopefully). Currently being reviewed by Jen/Richard/Tim/Victor</li> <li>Ontario Winter Games coordination with MTCS has begun with venue requirements.</li> </ul> <p>MTCS updates</p> <ul style="list-style-type: none"> <li>Officially recognized as the PSO for cross country skiing – one of the first sports fully recognized.</li> <li>Amateur sport funding application has been released with an application deadline of May 8<sup>th</sup>. This replaces base funding.</li> </ul> <p>Website/Branding</p> <ul style="list-style-type: none"> <li>Website is being updated. Final training for Katja and I is needed as well as District pages need to be finalized.</li> </ul> <p>CCC</p> <ul style="list-style-type: none"> <li>Provincial/Territories Exec Directors meetings continue as well as Zone4 Committee meeting.</li> <li>CCC AGM has been set for June 9/10 in Canmore. CCC awards info will be posted on website</li> </ul> <p>Para-Nordic</p> <ul style="list-style-type: none"> <li>Canadian Paralympic Committee application</li> </ul>	<p>ACTION: Communicate with AI on OWG site requirements as necessary</p>	Liz



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		submitted for \$15000 in funding AGM <ul style="list-style-type: none"> <li>Planning is ongoing for AGM. I hope to have some details within the next week.</li> </ul>		
9	<b>Coaching Development Katja Mathys</b>	<ul style="list-style-type: none"> <li>Coach initiation module (1 hour) is now online. Athletes with 2 years CPL will also be able to do the module. ICC LFs will no longer be needed. No charge until August 3<sup>rd</sup>.</li> </ul>	<b>ACTION: Katja will send a link to Coach Initiation online module to Board</b>	
7	<b>High Performance Jen Tomlinson</b>	<p>As per written report.</p> <ul style="list-style-type: none"> <li>HPC's recommendations: <ul style="list-style-type: none"> <li>XCSO continue to invest and support a successful program with increasing resources at NTDC and in the province. One of the key themes from the CCC HP review is that the Training Centres are working with the clubs and their provincial program. Training Centres need to have a broader role of the overall system. Further research into the role of Technical Director.</li> <li>Support NTDC TBay in hiring an assistant coach by providing funding beyond what we already provide which is \$17,000 to ensure they can maintain a full-time assistant coach the estimate is likely an additional \$10K (TBC) – with this support comes the requirement that the assistant coach still be part of the design of the XCSO HP programming with the teams, clubs and universities and that XCSO is on the hiring committee</li> <li>Do further research in the specifics and definition and requirement for an XCSO Technical Director – exact role and level of employment (FT or PT) to be part of the assessment – likely cost to be at</li> </ul> </li> </ul>	<p><b>MOTION: XCSO will provide NTDC funding of up to 50% (and not to exceed \$30000) of the salary of a Full Time Asst Coach.</b>  <b>Moved by Jen Tomlinson</b>  <b>Seconded by Richard Lemoine</b>  <b>Motion passed</b></p> <p><b>Motion: XCSO commit to explore/define the role of P/T or F/T technical director for XCSO</b>  <b>Moved by Jen Tomlinson</b>  <b>Seconded by Richard Lemoine</b>  <b>Motion passed</b></p> <p><b>Motion: Immediately commit to the status quo with respect to High Performance programming for 2017/2018. This includes retaining the services of our Contract Coach. The expanded work scope</b></p>	



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		<p>minimum \$20,000 plus \$10,000 of expenses for part time and up to \$45,000 plus \$20,000 of expenses for full time.</p> <ul style="list-style-type: none"> <li>Some concerns with the financial requirements and we need to be sure that clubs are helped as well. Treasurer will need to work the specifics on the numbers once all parties have done what they need to do – it is an investment in the future to get ON athletes on team 2022</li> <li>Technical Director roles can be investigated internally and with resources from CCC and SFQ</li> <li>Ron Howden attended the CSIO facility at U of T Scarborough to test the treadmill for roller skiing. He provided an excellent summary and video which has been shared with HP coaches.</li> </ul>	<p><b>should also include working towards the definition of the Technical Director role, with commensurate compensation for those activities.</b> <b>Moved by Jen Tomlinson</b> <b>Seconded by Richard Lemoine</b> <b>Motion passed</b></p>	
5	<b>Financial Report Richard Lemoine</b>	<ul style="list-style-type: none"> <li>Financial report as per written report</li> <li>Tracking well on the budget with a projected deficit of \$15000.</li> <li>Top 30 place by athlete in S Korea World Cup in a diminished field. International financial support guidelines indicate that a performance bonus be received with a top 30 result.</li> <li>Yearend has been moved to March 31 and should make financial statements more easily</li> </ul>		
6	<b>CCC HP report</b>	<ul style="list-style-type: none"> <li>3 potential appeals regarding selection for the World Cup finals in QC. 2 were dropped and the 3<sup>rd</sup> one was heard by the Sport Resolution Dispute Centre of Canada – original decision upheld.</li> <li>CCC Executive Director will lead a review of using CPL as a selection tool</li> </ul>		
8	<b>Officials Al White</b>	<ul style="list-style-type: none"> <li>Thanks to event LOCs and Technical Delegates for their work this season</li> </ul>		

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		<ul style="list-style-type: none"> <li>ENG Level 1 is online with a FR version coming soon</li> </ul>		
10	PN Patti Kitler	<ul style="list-style-type: none"> <li>As per written report</li> <li>Collin Cameron is having a great season winning the sprint event at PyeongChang.</li> <li>7 PN racing at Ontario Cup #4 in Temiskaming</li> <li>PN continues to be a demonstration sport at OFSAA – 6 athletes competed</li> <li>International financial support for Collin Cameron discussed and recommended that this follow the same process as able bodied.</li> </ul>	<p><b>Motion: Extend Collin Cameron the equivalent the able bodied performance bonus based on top 1/3 depth of field placing</b>  <b>Moved by Jen Tomlinson</b>  <b>Seconded by John Labine</b>  <b>Motion passed</b></p> <p><b>ACTION: Review international guidelines to be inclusive of PN and revise support based on appropriate field size</b></p>	Katja/Liz/Patti
11	Youth Report Kelly Sinclair	<ul style="list-style-type: none"> <li>Materials ordering is finished with some items backordered with an increase of 100 in total numbers</li> <li>Midget Champs – 5 events over 3 days and it was recognized that was too much. Recommendation that we adhere to 3 races as a maximum.</li> <li>Georgian Nordic winner of Track Attack Video challenge – suggestion that we change the name of the challenge</li> <li>Winner of the CCC toque design contest is from Lappe Nordic</li> <li>Mary Waddell has Klister Bib measurements and will be sourcing the a supplier/designer for the ON specific bib</li> </ul>	ACTION: To send out Jackrabbit numbers to Board	Kelly
12	District Reports	<p><u>SOD</u></p> <ul style="list-style-type: none"> <li>OUAs held in Midland with Carleton U as Women/Men's champions</li> </ul>		



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		<ul style="list-style-type: none"><li>• SOD race series wrap up in Midland</li></ul> <u>LSSD</u> <ul style="list-style-type: none"><li>• Sleeping Giant Loppet held beginning of March.</li></ul> <u>NOD</u> <ul style="list-style-type: none"><li>• Hosted 2 races – Ocu/OFSAA</li><li>• Local clubs doing loppets and most areas still have snow</li></ul> <u>NCD</u> <ul style="list-style-type: none"><li>• NCD series discussed with local coaches and recommendations for next year were sought</li><li>• SJAM trail a huge success with much local media. 100-400 people on the SJAM trail per hour on the weekends</li></ul>		
13	New Business	<ul style="list-style-type: none"><li>• AGM set for the May 5-7. Agenda items will need to be pulled together.</li><li>• Don, Steve &amp; John Labine will discuss nominating committee offline</li></ul>		
14	Date of Next Meeting & Adjournment	Next meeting is Tuesday, April 18 at 8pm		