

Cross Country Ski Ontario Board of Directors Meeting  
July 3, 2019

Minutes

Attendees: Angus Carr, Amy Wheeler Reich, Kelly Sinclair, Al White, Jack Sasseville, Dwayne Barber, Patti Kitler, Denis Charette

Staff: Liz Inkila, Katja Mathys, Victor Wiltmann

Regrets: Steve Morris

1. Review & Approval of Agenda  
Moved by Jack Sasseville, seconded by Denis Charette  
Motion passed
2. Review & Approval of Minutes of May 8, 2019  
Moved by Patti Kitler, seconded by Jack Sasseville
3. Business arising from minutes  
Nomination Committee: met on June 18th regarding chair position. Informal search within Districts until mid July. Working on a job description/task list for Chair position. If not filled by informal search, an ad will be placed on the website with a goal of filling the position by September
4. Staff Reports
  - a) Executive Director - Liz  
Clubs
    - 75 clubs registered with almost 13547 members for 2018-2019.
    - Zone4 has rolled over the season and clubs will be asked once again to enroll in 2019-2020

MTCS updates

- Ontario Amateur Sport Fund report due July 19. This report includes
  - membership, coaching & officials numbers
  - Updated 2018/2019 Budget versus actuals
  - 2019/2020 budget
  - Update to operational plan
- ON Winter Games venue change is in discussion. Initial documents have been submitted.
- Rowan's Law implementation under way. Steps thus far:
  - News post to website
  - Shared on Instagram, facebook & twitter
  - Email sent to all clubs executive as listed in club's Zone4 account
  - Follow up email to all clubs who have members already registered in Zone4 & to club who I know are or may be operating programs. Details shared with District Chairs
  - Documents posted on both the athlete page and coach page on website

Canadian Sport Institute Ontario

- Manage our OHPSI program (ON High Performance Sport Initiative)
- Met with OHPSI program leads in Thunder Bay during NTDC/OST testing camp
- Follow up with Sport Consultant on program funding from the MTCS
- Program development continues with NTDC/XCSO/CSIO

Nordiq Canada

- Ongoing communication as needed

- Nordiq Canada AGM June 13-16 attended with Victor and Angus
  - Harassment policy needs update to include an Independent Third Party as mandated by Sport Canada

#### Fundraising

- Regular meetings with Cathy
- Fundraising program officially launched with 2 project specific initiatives – Learn to Ski & Athlete development
- Meetings with SpirtNorth XC regarding future programming and potential fundraising opportunities

#### Other

- OJST/OST program support
- Meeting with SFQ prior to Nordiq Canada AGM and working towards monthly meetings. Survey to be developed for university community to help gage needs.

#### **Action item; Ontario technical package needs to be updated with Rowan's Law**

##### b) Technical Director - Victor

- Combination of coaching seminar and Club workshop/AGM was positive and should work towards that continuing in the future
- Nordiq Canada AGM - no concrete action items

##### Camps

- 24 athletes attended the first post secondary camp in Ottawa. Very positive feedback. Will be a similar offering at the LSSD camp and SOD Hardwood camp
- OWL camp Super camp was a great venue and a successful camp
- Attending the Big Thunder here in Thunder Bay
- Supercamp at Hardwood with Katja, Stephen Novasad, Felix Vezina are the attending coaches
- NTDC/OST staff position discussions will be started up. Felix Vezina is hired in a contract position attending Tremblant and Canmore. Victor has been helping the NTDC locally
- Planning for OJST camps underway

##### c) Coaching Development Coor - Katja

- Survey monkey sent out to coach seminar/club work
- Female coach mentorship
- LTT dryland held in Thunder Bay with some NTDC athletes/LTT/TTT workshops in NOD being planned
- Some feedback with respect to Commit to Kids training after AGM. We have purchased 20 licenses which are still floating around. Katja continues to follow up with those who have committed to completing the training.

#### 5. Chair's Report - Angus

- Nordiq Canada AGM
  - Meeting was in Saint-Sauveur, the spiritual home of Cross Country Skiing in Quebec, and the site of Jackrabbit Johansen's grave
  - Very welcoming group, but I clearly need to brush up on my french...
  - Safe sport is current focus of government, and the requirements are changing

- Third-party reporting
      - Updates needed in our harassment policy to match NC's policy
    - Elected Patricia MacDonell back to the board
    - Looking for interested parties for Women's Cte.
    - Substantial focus on governance board, rather than operational board
      - "Nose In, Fingers Out"
  - Call to Governance Committee
    - Terms of Reference for Governance Cte
      - Example: [Row Ontario](#)
      - Look in HR Review for inspiration
    - Bylaws - Review in the light of the HR Review and the Ontario Non-Profit Corporations Act and bring back to the Board
    - Policy Review for coherence of procedure for Harassment, Discipline, and Conflict policies.
    - Terms of Reference for all standing committees and positions on the board
    - HR Review Implementation as a future aspiration
      - Are there changes to Job Descriptions needed?
      - What tasks are done by the organization, and then by whom?
      - Proposed governance model discussion as part of Strat Plan Discussion
  - Strategic Plan Preparation - current strategic plan runs from 2016 to 2020. Feedback requested regarding current strategic plan <http://xcskiontario.ca/about/> and board members are asked to review
  - Amy is Chair of the Nominations Cte
  - Thanks, Liz, for effectively and efficiently taking care of conveying the Rowan's Law requirements.
6. High Performance - Jack  
 Nordiq Canada have released the trip selection criteria for 2019-2020.  
 High Performance Director search continues
7. Events & Officials - Al  
 ON Cups will be at Nor Am/OCup/QCup at Nakkertok Dec 14/15 Lappe Jan 3-5 and Nakkertok March 14/15, we continue to hope to host an OCup in SOD this season  
 ON Youth Champs in Timmins, OUA Champs in Sault Ste Marie (Feb 21-23)  
 Need to ensure that officials are appropriately
8. NTDC - Al  
 Rudy Project sponsorship continues
9. Para-nordic - Patti
- Recruiting athletes through multiple channels
  - CPC grant for lazer rifle and waiting for it to clear customs and will be ready for training camp in Sudbury in mid July
  - Meeting with CSIO/OTP to help develop a gold medal profile for PN
  - Ken Norris and Patti are attending W Ross MacDonald to work with visually impaired students
  - Invited to Wheel chair basketball event and Ken Norris will hopefully attend
  -
10. Youth - Kelly
- Highlands Trailblazers is looking for club members to earn volunteer credits to assist with SDP materials
  - Jackrabbit Day - a province wide celebration of Jackrabbit programs
11. Fundraising - Cathy Smart

Website resources include 2 projects - Learn to Ski and Athlete Development

<http://xcskiontario.ca/about/donate/sport4ontario/>

- We have launched officially the platform and we need to continue to keep the momentum, build the fund. Suggestion that we continue to move forward with this through a Board consider committing financial resources personally to the project. From a leadership point of view, it is important that the board supports this endeavour. We could then challenge the clubs to match or exceed an amount. This is consistent with most board expectations. Essential piece is that the Board supports this initiative and get this 'ball rolling'. Denis agreed that the board needs to get behind the initiative as we try to wean us off government funding.
- Suggestion that a raffle could be a potential fundraiser.
- Suggestion that university Athletic Directors challenge each other to donate and provide to \$\$ to university teams at OUAs
- Initial meeting with fundraising committee and some discussion about sponsorship with one of the committee members. Current committee is comprised of Bud Christianson, Peter Pekos, and Chris Serratore. More people are welcome.
- Tools available could be helpful (hard copies) to be handed out at the club level. Demo days
- Suggestion that we provide something that demonstrates that donors are affiliated to XCSO - a sticker or some item
- Inter District challenge

#### 12. Financial - Denis

- main focus over the next few days will be to updating the MTCS budget report
- Strategy will be to budget the full 200K from the MTCS to show that we expect the same funding

#### 13. District Reports

- a) LSSD - Angus
  - 1. BT HP Camp this week
  - 2. Lappe busy with programs too
  - 3. Working towards coordinating calendars better
- b) SOD - Dwayne Barber
  - 1. New SOD Coach is Madison Fraser
- c) NOD - Amy Wheeler Reich
  - 1. Working on officials training courses in the fall
- d) NCD – Steve Morris
  - No report

#### 14. New Business

- a) Rowan's Law (see ED report above)
- b) On boarding document – establish Board mentors
  - Action: Liz asked for feedback on
- c) [Nordiq Canada Harassment policy](#)
  - 1. adoption of policy by XCSO by reference rather than copy and paste
    - Action: Establishing an Independent Third party (ITP) - Liz and Angus will discuss**
    - ACTION: Angus will bring changes between XCSO doc and Nordiq Canada doc to the next meeting**
- d) Fundraising Board Lead

Suggestion that there needs to be a board member to be the champion of this project and also to provide board oversight. Kelly offered to take on this role.