

## SOD Board Meeting 2015-11-03

**Present:** Patricia MacDonell, Richard Lemoine, Colin Rhodes, Ken Norris, Peter Daleman, Gord Kerr, Connie Ohrling

**Absent:** Marilyn Suke

**Called to order:** 8:05 p.m.

1. **Review of Agenda** – 2 items added under “other reports”
2. **Review of Previous Meeting Minutes** – Moved by Peter Daleman to accept the minutes. Seconded by Ken Norris. Carried.
3. **Action Items from last meeting** –
  1. **Larry Sinclair coaching award** – Richard indicated that Pat is amenable to this. Or – like the Heinz Neiderhauser award by CCO– will it become a struggle to make the award? Let’s let this sit for a little bit in case there is something else that could be done to honour Larry.
4. **Review of AGM** – Colin provided a summary of what happened at the AGM on October 17th. There was a discussion of Paraffin Racing Series. Need a requirements list so that all clubs are on the same page. Colin doing this. Talked a bit about the SOD team. Major discussion about division fees. CCO needs to understand that clubs are concerned about fees especially the highly recreational clubs. What message should Patricia take to CCO? They need to know that we are losing clubs because of the fees. They are finding insurance elsewhere. Colin suggested that CCO undertake a thorough evaluation of their pricing strategy keeping in mind the needs of recreational clubs. Suggest tiered rates – recreational versus racing members. Other revenue sources for CCO? Grants – can they count on them? Membership fees are a significant part of their revenue. CCO absorbed some of the CCC increase this year but cannot sustain this. CCO is cognisant of the issue and has discussed different fee levels. Patricia will prepare something and share it with board members before submitting to CCO. She will do this by Friday, November 6<sup>th</sup> with the plan to submit it to CCO by November 13<sup>th</sup>. This will coincide with the CCO strategic plan sessions that weekend.
5. **Appointments to committee positions** –
  1. **Treasurer** – Richard Lemoine
  2. **Chair** – Patricia McDonnell for one more year only
  3. **Vice-Chair** – Gord Kerr
  4. **Website** – Gord Kerr
  5. **Youth** – Connie Ohrling
  6. **High Performance** –
    1. Paraffin Series – Colin Rhodes with help from Thomas Wood & Al White
    2. Race Team – Ron Howden with help from Thomas Wood (to be confirmed)
    3. SOD representative on CCO HPC – To be decided after discussion with Marilyn by Patricia
6. **SOD Race Series** – Colin to firm up schedule and which races at each event count for points. Patricia can share her template for points calculation to Al White and he can do this from Toronto. Colin has created a hosting requirement document which he will share with the board soon as well as Ron Howden (since he ran the series last year). Are we providing for para-nordic categories and will there be a cash prize component? Host clubs must advise SOD if they can accommodate PN categories so that it can be marketed. Prize money has only been offered for the Open categories. Reconsider this later in the season as we see what kind of participation there is in these categories. If there are enough to calculate

points, then T shirts would be done as for other categories. Colin will develop a plan. Gord said that he is getting information for the website. How are we going to handle Masters? Zone 4 does have a handicapping system in it. Do we do this at Zone 4 level or just at points calculation time? If club doesn't want to use the handicapping for their purposes, we can ask for the .RAC file from Zone 4 and recalculate for purposes of SOD series point calculation. Patricia plans to push the series at the MEC Barrie location on November 14th especially to Masters.

7. **SOD Race Team** – Colin asked where the money for the SOD team is listed in the financial report. We need to know how much to budget. Richard will add a line item to the financial report. What expenses do we expect? Jackets, camp subsidy for SOD race team athletes. Patricia will find out from Ron Howden, how this will be handled. Patricia would like this money to go to the club for this past season because in Hardwood's case the SOD race team athletes were charged \$50 less so the subsidy should go to Hardwood. For the Highlands camp, the subsidy would go to the athlete directly because they did not have 2 tier pricing. Richard feels that next year, we should be consistent and reimburse the athlete so that the club doesn't have to track two levels of athletes. Is there any visibility on the website? Not yet. Gord will ask Ron Howden for information – who, photo with jackets, criteria.
8. **Requests for Coach Subsidies:** ICC/CC courses – needs more visibility on the website. Patricia will work with Gord on this. Need a simple process for the clubs and eligible coaches to apply for reimbursement per the criteria. Need to catch up on courses which have already taken place. Did we agree to subsidize all levels of coaching courses? Patricia will check minutes of previous meetings to reconfirm. She thinks that the board agreed to subsidize lower levels since CCO covers the higher levels. (November 2014 minutes quoted by Colin – motion – Richard thinks that something came up after that which led to a different decision.)
9. **Financial Reports** – Statement circulated this afternoon including a draft budget. Attached with the minutes including Richard's explanatory e-mail. TD course cost will be higher due to US dollar and higher quality accommodation. Course is only every 2 years. Need to add coaching subsidy line item. Some discussion on how much this should be. Biggest change is that club fees for CCO and CCC do not go through us at all. (This was in the neighbourhood of \$80,000 through our books last year.) Zone 4 collects and distribute the fees. We are expecting about a \$5,000 deficit this year. Might need a budget item to prepare something for the MEC show. Patricia will use printing budget for now to get a map with the clubs located on them. New line item of \$1,000 for coaching assistance to high school coaches (by Gord Salt). The amount would cover expenses and honorarium. This was proposed at the AGM. How many schools? Probably around 25 Southern Ontario schools have active XC ski programmes. How many would be visited? Richard will let Gord Salt know that the board is generally in agreement but would like a proposal. Once we have this, the board will vote on a motion by e-mail. Explain that it is consistent with what the board has done with other programmes (e.g. camps).
10. **Other reports**
  1. **Club Survey** – deferred to next meeting since Marilyn is not on the call.
  2. **Athlete Support at Ontario Cups** – Colin has a document prepared but we need to establish a deadline. First Ontario Cup is January 11<sup>th</sup>. This needs to be publicized so that there is time for athletes to link up with clubs. A date of November 25<sup>th</sup>/26<sup>th</sup> was recommended. Richard will send to Zone 4 and Colin will copy Katja for distribution to coaches. Gord will put it on the website. Colin to distribute document to Richard, Katja and Gord right away.
  3. **Youth** – Connie is working with Kelly Sinclair on youth programmes.
  4. **Website** – Gord is getting good response from clubs. Asked that board members pass along pertinent information for him to populate the site. Gord will ask Ron how to monitor traffic on the website. We experienced spikes after every SOD race.
11. **Other Business** – CCO is continuing to work on strategic plan. November 13 -15 is the next session.

12. **Next meeting date:** Wednesday, December 9<sup>th</sup> at 8 p.m.

Move to adjourn by Gord Kerr, Seconded by Peter Daleman at 9:10 p.m.

Attachments which are part of this document: financial report (.pdf), Richard's explanatory memo – below.

Approved:

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Patricia MacDonell, President

Richard's explanatory memo for Financial Statement: Financial statement in separate .PDF

Attached is an analysis showing the year to date results, the proposed budget for this year and the last year's results.

I don't think we have discussed the budget for the current year at any previous meeting.

One of the big changes in terms of process is the new Zone4 collection of fees. Instead of collecting the CCO and the CCC fees from the clubs, the remittances are being done directly and we only receive directly the \$1 per member SOD fee. From my perspective, that is a much easier system as I don't have to chase clubs. Last year we had a net of approximately \$4900 and I'm budging \$4500 for the current year with the knowledge that we lost some clubs.

There is no amount for university bursaries as we had previously decided to discontinue this program. This year we will incur significant costs for our share of the biannual recertification of our TDs. We also discussed at the AGM and at a previous board meeting to have Gord Salt to work with high school coaches in the SOD area to improve their level of knowledge with the hope that it will be transferred to the high school skiers - \$1,000.

I am estimating that we will incur a small deficit in the current year \$2,205.

As the TD expense will not be incurred next year we should, assuming that other results and activities are similar, we should show a small surplus.

Of note in this budget there is \$2000 to help support our athletes when they travel overseas.

We still have approximately \$123,000 in cash and short-term investments. Interest rates at some point will start to increase which will yield additional revenue, which will provide additional funding for our programs.

I know that this is inadequate notice for you to approve or provide any substantial comments on this budget. I'm providing this to you for information and we can consider it in more detail at the next board call.

