

October 16, 2018

**October 16, 2018 Meeting Minutes  
National Capital Division Board**

Attendees: Brent Allen, Jay Swayze, Jeff Harvey, Brian Ivay, Linda Kristal

Regrets: Mary Van Buren

1. Approval of Agenda: Approved by unanimous consensus
2. Approval of Minutes from Sept 11, 2018: Approved by unanimous consensus
3. Review open actions: see updates to action register
4. Financial Update – Jay Swayze
  - a. Budget presented; no allocation for equipment, coach development allocation set at \$5000 which leaves a budgetary surplus of almost \$10,000
  - b. Need to discuss ideas of best way to use surplus; some ideas discussed include:
    - i. Medals for regional races
    - ii. Support for ENL FIS team
    - iii. Support for Calabogie homologation for ENL GS

**ACTION: Jeff to investigate up-front costs of pursuing homologation**

**ACTION: Brent to discuss with Julie how the Dustin Cook development was organized and funded**

- c. Bingo account; have account numbers now; account is at RBC Wakeley and St Laurent
5. Officials Update – Jeff Harvey
  - a. No update
6. Regional Update – Jeff Harvey
  - a. Draft schedule to come out by end of Oct
  - b. Board discussed SX training & racing

**ACTION Jeff: Find a calendar slot for a SX training/race for U14/U16**

7. Communications Update – Linda
  - a. Working on uploading minutes etc. to the website
  - b. Encourage everyone to take pictures (and send to Linda to forward to AOA) while pre-season activities are taking place, e.g. building ramps, running timing wires, sorting out B-net, etc..
8. Club Updates
  - a. CSRC hosting U16 Eastern Championships at end of March; Brian is event chair
    - i. Wants to have same jury for whole event
  - b. Calabogie Peaks asking CSRC to run Nancy Green program;
    - i. no opinion from NCD
  - c. Calabogie Ski Cross Academy
    - i. Given drive by ACA and AOA, alpine race clubs with access to SX track need to start training SX as a discipline in addition to GS, SL
    - ii. In the short term, Calabogie SXA is offering SX training and is hosting NorAm SX race; it was proposed that NCD allow AOA club status for SXA for short term with understanding that it is SX focused

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**ACTION Brent: Draft letter to Jim Hemlin of SXA**

- d. CFSC hosting NorAm FIS SL early January (officially this is hosted by ESCF)
- e. CFSC hosting (annual) OCUP FIS SL in February
- 9. AOA Update – Brent
  - a. Held call with Bill Reeves regarding helping divisions with fund raising
  - b. Clubs are reminded that AOA club letter needs to be signed and returned
- 10. NCD Coach Development
  - a. Approach this season will be to outline acceptable expenses and ask clubs to submit expense reports; appropriate expenses will be accepted on first-come first-served basis
- 11. NCO Board Representatives – Brent
  - a. NCD has 3 delegates on NCO board
  - b. Glen Clarke agreed to continue on board and serve as Treasurer
  - c. Brent Allen will continue and serve as Vice Chair
  - d. 3<sup>rd</sup> rep to be confirmed; coaching background is desired
- 12. Athlete Retention
  - a. No discussion
- 13. Other Business
- 14. Next Meeting

<b>Action Register</b>			
<b>Actionee</b>	<b>Action</b>	<b>Due</b>	<b>Status Update</b>
Jay Swayze	Get NCD and Bingo signing authorities changed:	Ongoing	<p>Oct- NCO has enough checks for the year.                      We have not changed signatures yet but can do online banking                      Nov. 21/17 – 3 members need to go to TD Bank on O’Connor to sign – Brent, Jay, Mary                      Jan9/18 – Appointment with TD bank set up for Jan 18                      January – NCD signing authority changes completed                      February- Jay to set up appointment with Royal Bank to change NCO signing authority                      October – have bingo account numbers and branch location</p>
Mary	File new bylaws and end of year documents in minutebook	Ongoing	<p>Jan9 – no update                      Feb- Brent will follow up with Ben KL regarding location of minutes book. If lost, will contact a parent lawyer re next steps.                      Brent followed up. No minutes found.</p>
Brian, Mary, Doug	Club reps/Presidents for CAL, CF and NCO need to put a proposal/plan together – coaches they would nominate to move from level x to next level and costs associated with that.	Ongoing	<p>Jan9/18 – no plans received                      Feb – no plans received                      Jamie Rosewarne pitch re SX certification funding approved.                      March/April: funding approved for PL training of coaches and for S Banfield for CANAM (salary)                      October: NCD will accept appropriate expense claims on</p>

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			first come first served basis
Brent	Set up meeting with Bill Reeves regarding AOA assistance with fund raising and sponsorships	Done	October; Bill committed to preparing divisional/club level presentation package for engaging potential sponsors
Jay	Draft 2018/19 budget	Done	
Brent	Set up meeting between CSRC and CFSC and ENL Team regarding financial management of team	Done	October: meeting held and financial organization agreements reached
Jeff	Jeff to investigate up-front costs of pursuing homologation		
Jeff	Find a calendar slot for a SX training/race for U14/U16		
Brent	Draft letter to Jim Hemlin of SXA		
Brent	Brent to discuss with Julie how the Dustin Cook development was organized and funded		

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**Agenda**  
**NCD Board Meeting**  
**6pm Tuesday, Oct 16, 2018**  
**Bluarc – 80 Aberdeen St, Suite 400**

- Approval of Agenda
- Approval of Minutes from Sept 11, 2018
- Review open actions
- Financial Update – Jay Swayze
  - 2018/19 Season Budget
  - Bingo accounts
- Officials Update – Jeff Harvey
  - Schedule
- Regional Update - Brent
  - Schedule – U14 Speedcamp, SX Camp?
- Communications Update
- Club Updates – Mary, Brian, Doug
  - NorAM SL, FIS OCUP @ Camp Fortune
  - U16 Eastern Champs, SX Nor Am @ Calabogie
  - SX/Nancy Green @ Calabogie
- AOA Update - Brent
  - AOA Divisional Partnership Program
  - Club letters
- NCD Coach Development
  - Coach Development Plans
- NCO Board Representatives - Brent
- Athlete Retention
- Other Business
- Review new actions
- Next Meeting