

Ski Mountaineering Competition Canada

Friday, February 28, 2020 - Committee Meeting

MINUTES



Time: 5pm Pacific / 6pm Mountain

Location: Kicking Horse Mountain Resort

Committee Members Present:

Matt Reid	Secretary	reid.matt@gmail.com
Brent Harris	Head Referee, Circuit sponsorship	btharris@telus.net
Lori Donald	Team Sponsorship, Website	loriannedonald@gmail.com
Kylee Ohler	Athlete Rep, Social Media	skitourgirl@gmail.com
David Dornian	SMCC Chair	ddornian@telusplanet.net

Committee Members Absent:

New Business:

1. AGM

- a. First SMCC AGM will occur this summer. Targeting June 6, 2020. Location TBD.
- b. An SMCC electorate will be established by providing opportunities to athletes, sponsors, and volunteers to register as a member. Cost will be \$0 for this year.
- c. First opportunity to register will be provided at National Championships (Jasper, March 6-8)
- d. Registration form to be done by Matt, advertised by Kylee
- e. The AGM will be held in person, location TBD. Call-in will be available.
- f. Voting for the 6 committee positions will occur at the AGM. Remote vote casting will be available (format TBD)
- g. Official notice will be sent to all registered members 6 weeks prior to the AGM
- h. See "Proposed SMCC Committee Roles and Responsibilities" chart on following pages

2. Standard Meeting Dates

- a. A calendar was established to provide more direction for the committee throughout the year, including mandatory tasks, deadlines, etc. Intention is to boost committee attendance, reduce burnout, and allow for more timely decisions.
- b. See chart on following pages

3. SMCC Domain and email addresses

- a. The committee will investigate options and associated costs with establishing a domain and email service for the SMCC committee.
- b. Shared file storage will ideally be integrated into this solution

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Proposed SMCC Committee Roles and Responsibilities

Note: “elected by committee” and “appointed by committee” both require an initial election by the SMCC electorate. The 6 elected members then vote by ballot for elected positions, and discuss informally to determine appointed positions.

Position	Duties	Elected / Appointed	Term	Voting Rights
Chair	Interfaces w governing bodies (international, national, provincial) Organize AGM	Elected by committee	2 years (this election 3)	Yes
Vice Chair	Assist chair Sponsorship / marketing (note discuss conflicts) Team clothing	Elected by committee	2 years (this election 3)	Yes
Secretary/Treasurer	Records minutes etc Finances SMCC database + fees	Appointed by committee	1 year	Yes
Junior Development	Recruitment and training of junior athletes Program development	Appointed by committee	2 year	Yes
Race Manager / Protocol Officer	Ranking + results Race calendar Race organizers guidelines Maintains referees and program	Appointed by committee	3 year	Yes
Athlete Rep	Athlete advocacy Training camps ISMF Canadian representative	Elected by athletes	1 year	Yes
Website / Social Media	As written	Appointed by committee	1 year	Yes

Coach		“hired” by committee	flexible	No

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Proposed Standard Meeting Dates

Date	Meeting Type	Agenda
June	AGM (in person)	Collect member fees, information Review previous year Review schedule for upcoming year Elect new committee Handover by previous committee
July	No meeting	
August (early)	Call in	Update by all committee members Review feedback from members Approve and publish training camps information Review/modify/publish race guidelines Invite races to apply for Canada Cup status Approve team clothing design/order
September	No meeting	
October	Race Calendar (In person preferred)	Update by all committee members Approve and publish race schedule/selection races /criteria for worlds team Approve and publish any changes to SMCC documents
November	Call in	Update by all committee members
December	Call in	Update by all committee members
January	Call in	Update by all committee members Approve and publish rankings update #1 Review budget
February	Call in	Update by all committee members Approve and publish rankings update #2
March	Call in	Update by all committee members Approve and publish rankings update #3
April (after last race)	Rankings and Selections (In person preferred)	Update by all committee members Approve and publish Canada Cup rankings Approve and publish Team selection
May	Call in	Prep for AGM

Next Meeting: TBD

Open Items Summary on next page.

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Open Items Summary (*items marked as <complete> will be removed if no feedback is received*)

Item	Task / Notes	Action By <due date>
Website and Social Media	ACC site changed link to skimocanada.org	Dave Dornian
Standardization of Race Director Practices	Sprint Racing guidelines (review ISMF manual, adapt to Canada)	Kylee Ohler
Athlete Survey	Print / save results and append to Race Directors guidelines	Kylee Ohler
Masters Racing	Race director guidelines to be updated	Travis Brown
SMCC registration form	Create form for all SMCC members to register. Must include email acceptance.	Matt Reid
Financial Transparency	Degree of transparency of SMCC financials to be decided	Future discussion