

## Meeting at Hemel Snow Centre – Friday 6<sup>th</sup> March 2009 at 16:30

Attendees: Stephen Jordan, Kevin Driscoll, Steve Lambert, Dermot Flahive

### AGENDA

#### Development Progress

- Opening date
  - Confirmed as Weekend of 2<sup>nd</sup>/3<sup>rd</sup> May
  - Started snow making on 17<sup>th</sup> March
- Visit by HSRC committee (two or 3 weeks before opening would be good)
  - Probably week after Easter
  - Stephen Jordan will be in touch with suggested dates
- Testing snow; when do you expect to need help; how many people will be required
  - Stephen Jordan will be in contact with dates, numbers required, most likely in week after Easter
- Opening Go No/Go decision
  - 2<sup>nd</sup> May is 95% certain; will be confirmed by mid April

#### Opening weekend

- Race event on opening night; start time, duration, format
  - Dermot to liaise with Elise Hyslop (Marketing); meeting to be scheduled for week commencing 30<sup>th</sup> March
- Testing timing cables (as soon as possible)
  - Completed successfully on Wednesday 11<sup>th</sup> March
- Testing set-up in meeting room
  - Completed successfully on Wednesday 11<sup>th</sup> March
- Training/race poles
  - Stephen Jordan confirmed that The Snow Centre will provide training and race poles
- Start gate
  - Steve Lambert will arrange for 3 start gates to be made

- Display boards
  - Need to agree where timing boards will be located on race days; 1 in snow box below finish area; 1 in bar area
- PA system
  - Needs to be tested before opening night

#### Training Nights

- Administration (we will provide on each training night)
  - HSRC administrator will be located in the ticketing area on the first floor on race nights
- Could our administrator be located behind reception from 5.30 on a Monday
  - Yes
- Payment
  - Snow Centre will issue HSRC administrator with sufficient number of pre-paid tickets (that will allow trainees access to the changing area and ski slope) – tickets will be timed to work from approx 30 minutes before start of sessions to approx 30 minutes after end of session
  - HSRC administrator will provide Snow Centre with payment for the number of trainees and return any unused tickets
- Access to slope (time, how)
  - Snow Centre will provide HSRC administrator with platform passes that will provide parents/committee members with access to the changing area but will not allow access to the slope
- Maximum numbers on training nights (90 on Monday, 60 on Wednesday)
  - In the initial period after opening Snow Centre will be flexible on the maximum numbers
  - The maximum numbers have been set as a sensible guide to provide trainees with the best quality training experience (i.e minimise lift delays; preserve snow quality)
- Clearing slope by session end time
  - HSRC coaches and trainees will have flexible access to the slope for training sessions; coaches will have access before training begins to get training poles in place etc

- HSRC staff will ensure that slope is fully vacated by the end of the training slot, not a minute later
- Induction session for coaching staff
  - To be arranged by Snow Centre staff in the period leading up to opening
  - All coaches (and helpers) to be used by HSRC must attend induction

#### Holiday periods

- We will move to 1 or 2 lanes on a Monday and 1 lane on a Wednesday
  - HSRC to provide Snow Centre with details of 'holiday periods' up to the end of 2009 in advance of opening
- Minimum notice for alterations to training arrangements
  - One week, but longer if possible

#### Snow Centre Membership

- Free 1 hour recreation session per month
  - HSRC will remind members that this exclusive and generous benefit must not be used; 1 session per member per month; sessions are non transferable and unused sessions may not be carried over
  - Any member found abusing this benefit will receive a formal warning; HSRC membership will be terminated for any repeat offenders
- How will this be administered
  - Snow Centre booking system will be configured to monitor and control the 'free' sessions for HSRC members

#### Junior Development

- Session time on a Saturday
  - Snow Centre to propose a time for the session; late morning to early afternoon start would probably work best
  - The majority of the current Saturday development group will be moving to Race Training when the Snow Centre opens in May
  - We would therefore expect to have about 5 or so to start with in May but we would expect the numbers to grow steadily as suitable candidates get referred from the Junior ski school top groups

- Paul Fraylich is keen to continue to run this session
- We are concerned that Saturday could be very busy
  - Should the slope be so busy on a Saturday as to make the session unviable; we would wish to consider holding a session on the training slope on a Monday evening from 6 to 7:30

#### Race Events

- Events co-ordinator
  - An appointment has been made; Elise Hyslop is the contact in the interim
- Officials catering on race days
  - Snow Centre will be pleased to provide catering at an attractive price
- Catering for competitors and spectators (Fixed price, restricted menu)
- Timing (7 hour maximum, starting at 7, 7:30 or 8)
  - We would propose that race days will run from 7:30 to 14:30 unless otherwise specified
- Drinks on slope for officials at race events
  - Strictly forbidden
- Access to slope for officials, coaches at race events
  - Access to the slope for officials will be in skis only
  - In exceptional circumstances officials who are based at the bottom of the slope will be granted access in snow boots
  - Under no circumstances will access be granted to anyone wearing outdoor footwear

#### Sponsorship/Publicity

- Race events
- Club events
- Club
- Working with Head and Columbia
- Snow & Rock
- Dermot to arrange meeting with Elise Hyslop to discuss

Club champions board (On access door to viewing balcony)

- There is space in the balcony lobby to locate HSRC champions board

Trophy cabinet

- Yes; Stephen Jordan to come back with a recommendation

Club Notice Board

- Yes; Stephen Jordan to come back with a recommendation
- The Snow Centre would also be happy to display HSRC messages on the electronic display boards (located throughout the centre) during club training sessions and race events

Storage for Club computer, membership records

- Yes; although storage is limited HSRC will be provided with storage for computer, timing equipment and club files in Duty Manager's office or other suitable location
- Stephen Jordan to confirm when office fit is nearing completion