



Meeting of the Board of Directors

Monday, July 7, 2014, 7pm, Greely Community Centre

In Attendance:

Heather Patterson, President
Lauriel Wills, Vice President
Tanya Allard, Director
Chantal LeBlanc, Secretary
Stephen Karl, Communications
Allison Medeiros, Gala Coordinator
Brandi Young, Coach
Stacey Duguay (arrived late)

Review of Minutes from June 9, 2014

Motion to approve minutes from last meeting by Stephen, seconded by Brandi. Minutes are **approved**. **Action:** Minutes to be posted online by Secretary.

Report on Actions from last meeting:

Tanya will assist with the upcoming editing session of the skater's handbook with Heather and Laurie. **Complete.**

Elizabeth will follow-up on finding the non-profit number as well as reviewing the layout of our tax receipts. **Ongoing.**

For Laurie to send the new spreadsheet using Google Drive to our board members to view. Board members are to create Google accounts using their board email addresses to view our documents on Google Drive. **Ongoing.**

Elizabeth to look over the fee structure and formulas from the previous year with Lauriel, who will then meet with Amanda to discuss scheduling so that we can get a head start on preparing our registrations for the coming season. **Ongoing.**

President's Report:

Draft STARSkate registration form was updated by special meeting in June.

Program planning and registration for the upcoming Fall registration is discussed. Draft Registration form is reviewed. Changes are made to the Wednesday and Friday schedules to offer best options for skaters wanting Synchro. New off-ice sessions are discussed and confirmed. Heather will revise and re-draw the form and present for approval by email.

Vice President Report:

MSC Handbook draft for review:

Lauriel received some edit suggestions regarding the Volunteering section and CanSkate levels, badges and Introductory levels and the new circuit changes. STARSkate wording is being reworded after receiving edits from coaches. Synchro and Off-ice, costume costs, etc.

The Skaters Code of Conduct section is still being reviewed and was reworded by Heather for efficiency. Added the "ice rules" under its own section.

Discussion follows regarding the upcoming contract signatures. Lauriel will be sending the coaches a letter of intent in order to get an idea of the areas we need to cover with the available coaches.

Action Brandi: STARSkate coordination position is still being decided among coaches. Stacey will be asked to take over the coaches@ account to manage communications to coaches.

Treasurer's Report:

Not present.

Secretary's Report/Website:

Chantal and Heather attended an online webinar by the Uplifter system. It probably won't be feasible to switch to this system for the fall but if we start planning now, we might be able to do our April

Gala coordinator:

Action: Allison would like to have a gala meeting on August 20th, before the Registration Day.

Test Chair:

Nothing to report.

Adjournement.

Moved by Heather. Seconded by Chantal. Meeting adjourned.

Next Meetings:

An Ad Hoc meeting to finalize fall registration forms and rates will be called the week of July 21st. The next board meeting will be announced at a later date.