



**Minutes: June 8, 2015, 7:10 pm**

## **Meeting of the Board of Directors – Greely Community Centre**

### **Attendance**

Heather Patterson  
Lisa Antle  
Tanya Allard  
Melissa Maunders  
Brandi Young  
Lauriel Wills  
Shoba Thurairaja

### **Review of minutes from last meeting**

#### **Passed motions:**

**motion:** "accept minutes from previous executive board meeting."  
*Moved: Heather Patterson Second: Brandi Young*

**motion:** "to remove Christine Tague from Royal Bank signing authority and add Lisa Antle (Treasurer 2015-2017) with primary bank card and internet banking privileges and retain Heather Patterson and Lauriel Wills as signatories for the club".  
*Moved: Heather Patterson Second: Melissa Maunders*

### **Report on actions from last meeting**

survey - spring/summer? - ongoing  
off-ice promotion - completed  
letter to off ice skaters - completed

### **Reports & Discussion**

#### **President:**

- introduction of new board & discussion of board procedures & duties
- proposed motion: Change signing authority from previous treasurer to new treasurer

motion: to remove Christine Tegue from bank signing authority and add Lisa Antle and retain Heather Patterson and Lauriel Wills as signatories for the club.  
*moved: Heather Patterson second: Melissa Maunders*

#### **Vice-President:**

- I will be completing another update on the skaters handbook in June. We will be updating information on test day, guest skating, and make up sessions, and badges and crests. Is there anything else that needs to be

added? If we can review once again and please send suggestions to Lauriel under the new awards@metcalfeskatingclub.ca.

- I will forward the payscale to [president@metcalfeskatingclub.ca](mailto:president@metcalfeskatingclub.ca) & [treasurer@metcalfeskatingclub.ca](mailto:treasurer@metcalfeskatingclub.ca). I am offering to help complete the contracts for the 2015-16 season to be sure we are ready to go for the fall. Suggest we send out to our coaches a "commitment to days available for fall" so board knows which coaches will be available on which days and whether we need to advertise for more coaches this fall.
- We need to set a planning date for board and coaches to attend to look at the planning of the fall session in June but at least 2 weeks prior to July board so the break even numbers can be completed and numbers can be reviewed by board prior to meeting so we can set and vote on pricing at meeting. I will forward my current folders for break even to treasurer and president.
- Contact Sara and see if she would like a couple of hour sessions to be booked somewhere for her Synchro so it can be worked into price of session.

### **Awards/AGM:**

- Very successful. The smiles on the faces said it all. If you had a chance to speak with some of the younger children it was amazing to hear their stories of who they were going to tell and why this was so special.
- I have a follow up e-mail to Russell Pro to fix a couple of small touch up on the awards. Notes will be added to my file for next year.
- Thank you to all the board members who went above and beyond the call of duty.
- I have bags still in a box to be delivered.
- I will be working on the summary of the costs associated with the AGM/Awards just waiting on all the receipts to be submitted. Will work on final numbers for board meeting.
- I will be submitting a draft for changes/guidelines by September for the:
  - Volunteer Award
  - The Spirit Award
  - The Best Competitor Award
  - A Synchro Award as proposed by Sarah. Will touch base with Sara.
- I will be working with Melissa to smooth the process for badges and awards. We will be presenting a document to be made and posted for our bulletin board and hopefully to be added to our handbook for skaters reference.

### **Secretary:**

- Transition to secretary role is nearly complete.
- forms: need to be updated - supply at all rinks
- zippered binder for forms for Leitrim (emergency forms/guest skate forms/etc.)
- gift cards
- Next edition of the newsletter (July/August) - content:
  - introduce new board
  - programs for 2015-2016 (planned program offerings without days/times?)
  - encourage visits to website as "first source for up-to-date" MSC information, and creation of member accounts before fall registration opens (?)
  - other topics?
    - STARskate info - from Brandi
    - parent info sessions
    - PA date - own sessions? discuss with Amanda
- Represented Metcalfe Skating Club as an online voting delegate of the SCAGM.

- New Skater 1-4 levels will be more fully adopted (replacing the intro/pre-preliminary/preliminary level designations - coaches better able to speak on the impact/implementation of this at the club level)
- low-tests will only be conducted from the junior bronze level up. Will allow skaters to be evaluated by their own coaches and also accelerate advancement to the competitive level.
- Organizational direction is to forge "synergistic" partnerships with Hockey Canada, which is currently happening at the club levels.
- Fundraising/sponsorships: clubs are permitted and encouraged to partner with Skate Canada partner Canadian Tire, particularly at the local store operator level.
- Changes will be made to the Skate Canada registration database to allow/recognise that a member can have multiple roles within a club, and can be a participant in more than one skating discipline.
- Synchro skating is taking off in Canada - numbers of participants is increasing.

#### **Webmaster:**

- no report.

#### **Communications:**

- Will be working with the incoming VP-Communications Shoba to transition the tasks involved in program promotion. Responsibility for the newsletter will be moved to the secretary role.

#### **Coaches:**

- discussion of next year's programming (documents were sent as Excel attachments Brandi's email report.)



2015 MSC Proposed  
Schedule\_Pgm.xlsx

- letter to shroomfest for a donation to the club

#### **New Business:**

no new business.

#### **Time/Date/Place of Next Meeting:**

June 29 (tentative) - Fred Barrett (6:30pm - to be confirmed)

Topic: 2015/2016 programming

Note: Meeting is dependent on the receipt of the ice allocation and costing forms for Fred Barrett and Metcalfe Arenas prior to the meeting.

#### **Adjournment**

Time: 9:44pm (21:44)