

**Okotoks Skating Club
Board Meeting Minutes
Jan 17, 2022**

Members present: Dawn Thompson, Barb Westhaver, Jen Kuharski, Chelsea Barnert, Caylie Verity, Janley Holeha, Christy Kidd, Jo-Anne Skinner

Regrets: Kenda Goyette, Yvonne Nyrose

Call to order: 706pm

Approval of Agenda: Motion by Dawn
2nd Chelsea

Approval of December minutes: Motion by Dawn
Correction: meeting was Dec 13
2nd Jen

Registrars Report: As distributed by Jo-Anne

Need feedback on adding pick-up in Uplifter to see how it's working – currently purchase by the hour with the option to choose your own amount of time (30min, 45min, 1hr, 90min, out of club). Option to include 'ticket' as proof of purchase to show coaches when you arrive or auto-email sent to Barb when it's paid for – tbd if we want to use these tools.

Action: Dawn to test this week.

Also created a volunteer page for possible use in future.

Action: Jo-Anne to open registration for **spring ice** on Feb 15.

Waiting on canskate and power coaches; **ACTION:** Barb to confirm by end of this week (Jan21)

ACTION: Jen, Christie, Dawn to confirm pricing this week. To be sent out by end of January.

Competition bid has been submitted

Attendance – What is the purpose? Attendance isn't being taken on a regular basis, do we need it?? Used to track any discrepancies with coaches invoices, possibly as a roll call if there was a fire drill or an emergency on the ice with a skater. Reintroduce it in the fall at the intro meeting with parents.

ACTION Consider doing attendance only for canskate next year.

Treasurer report: As distributed by Jen.

Vests and masks have been ordered.

Mini comp profit \$890; not a big money maker especially considering that Coach Lisa didn't charge us for her time and no goodie bags were provided to skaters.

Coaches report: As distributed by Barb.

Sarah will not be back for the rest of the season

Action: Barb to remind her to wrap up her invoicing and clean out her things from the coach's room.

Coach Lisa asking for power skating equipment and some bands – There is an equipment box in storage room with skipping ropes etc. that should be checked first, however we haven't bought new equipment in quite some time.

Motion by Christy: Approve expenditure of up to \$1000 for new equipment.

2nd-Dawn

All in favour

ACTION: Christy to ask Amber if she knows what the big box under the bulletin board contains or where the key is. No one knows what's in it!

Currently working on moving kids around as they develop and progress.

Thank you from coaches for Christmas bonuses.

Will is working out well as partner, feedback has been positive.

Some mixing of levels seems to be working well to expose younger skaters to higher level skills and keep them excited about what they're working towards as long as the littler group isn't being pushed out by out of club skaters at higher levels mowing them over.

Ensure that out of club skaters understand facility rules (ie-no food or drink).

Action: coaches need to inform parents of OOC skaters.

New Business

Ice show survey and results show more parents say 'no' than say 'yes' to doing an ice show, but many would like something to celebrate the kids, some kind of modified showcase etc. instead. Include a club finale number, professional photographers, announcer, Mar27 12-3pm...

Action: Put on agenda for Feb meeting for planning and task lists.

AGM and awards - how will this look this year? Different (larger) venue, some team building games, pizza, Tentative date May 15, 2-4pm (year end is April 30).

Action: Barb to see if Coach Lisa is willing to help plan.

Action: Christie to contact foothills re the Fieldhouse (12-6pm) leaves time to decorate, set up photographer etc.

What to do with ice the last week of March (rehearsal) and the weekend that we had booked for the Gala – skaters currently not billed for the rehearsal week of ice. ?charge similar to how it was charged over Christmas? Coaches also need a week of test availability to catch up with Star5 and lower tests. We currently have ice M-F 4pm-8pm (March 21-25), and all day sat/sun.

High test all day March 10 (min 6hrs needed).

Could do 12-8pm on one day as well

Action: Barb to confer w coaches about what to use that ice time for- showcase practice, tests, etc. and let Christie know.

Action: Christie to send out requests to judges for high test day Mar 25, 12-8pm.

Action: Dawn to organise ice for showcase and prior week, and book Lindsey Christy for photography.

Outstanding coaching invoices- sept/oct/nov still outstanding. Policy is that skaters account needs to be in good standing to be eligible for testing. If a payment plan has been worked out then considered in good standing.

Invoices to go out by the 15th at the latest.

Action: Barb to add in Coach's Handbook that small invoices (less than \$20) may be included on the following months invoice.

Invoices that are 2mos overdue will result in a Notice from Registrar to parents.

Prior to registration opening, coaches with outstanding invoices need to communicate with Registrar so that it can be addressed, or the account suspended (can't register for upcoming season).

Action: Jo-Anne to draft policy and present to Board.

Zoom renewal – testing 'Google Meets' for non-profits tonight, but we also renewed Zoom.

Action: Barb to try to cancel, if not, Board to proceed with Zoom.

Motion by Janley to move to in person meetings.

2nd Chelsea

In favor: Janley, Chelsea

Opposed: Caylie, Christy, Jo-Anne, Jen

Abstained: Dawn

Motion defeated

Social media update: Coach bios not to be done on insta/FB but ok on website, notice on social with a link to coach bios on website with landing page.

Action: Something should be send out to parents when their own child gets a new coach...TBD at next meeting

PA of the month:

Action: Janley to email families to get photos of the PA of the month rather than trying to take a photo.

Action: PA and test day cost review – Christy to email out.

Bylaw review- pending

Casino application:

Action: Jen to complete in February.

PA credits: Janley – how to address PAs who are chronically late?

Action: Janley to discuss with Jo-Anne and Coach Kristen and draft motion to adjust the PA policy.

Year end for Canskate: Can we use the tornado/parachute? something special/memorable. Tabled to next meeting.

Adjourned 915pm