



**Board Minutes**  
**September 18, 2017**  
**Okotoks Skating Club – Board of Directors**  
**19:00 to 20:30 at Home Ground**

**Members Present:** Christine W, Amber H, Dave S, Kerri R, Christy K, Yvonne N, Tara R, Suzanne S, Carrie F, Neven W

**Regrets:** Kenda G

**Called to order: 19:05**

1. Approval of Agenda: Dave moved to approve, Neven seconded.  
Agenda to be sent out at least 4 days prior to board meetings going forward.
  
2. Approval of June Minutes: Neven moved to approve, Christy seconded.
  
3. Registrar Report: **Advertising:** Registration numbers for CanSkate & CanPower are low. We need to increase our advertising to reach the CanSkate demographic. Our current advertising includes:
  - Ad in Town of Okotoks Fall/Winter Community guide
  - Ad in Western Wheel
  - Parade of ProgramsNew advertising ideas include:
  - Dave has put in an Online Western Wheel ad until December. We can then evaluate how many hits we got & see if this would be a good option going forward.
  - Yvonne has created a Google Business page & put in a pop-up ad on Facebook & Instagram (\$1/day) for 1 week. We can then evaluate how many hits we got & see if this would be a good option going forward.
  - Online advertising on Okotoks Mama's Facebook page (advertising is allowed on the 15<sup>th</sup> & 30<sup>th</sup> of each month)
  - South Calgary Community Newsletters
  - School pamphlets – Amber to contact Okotoks schools & Pre-schools to see if they would be willing to send home a ¼ page leaflet with students.We have declined advertising in the Yellow pages, as it is quite expensive & don't feel it would get that many hits.

**Uplifter:** Feedback is good so far. Parents are finding it easy to use.

**Declined Credit Cards:** we get charged a fee from Bambora for declined credit cards. Amber would like to put a similar policy in place that we use for NSF cheques on NSF credit cards starting November 1<sup>st</sup>. Amber will send out a communication. Christine moved to approve, Christy seconded.

**Kidsport / Jumpstart Policy:** Amber would like to put a policy into place to formalize how we apply fees from funding. If a family is applying for funding, we will collect the initial fees from the family and then apply the funding towards subsequent payments once the funding has been received. Families can receive up to \$600 through Kidsport & \$200 through Jumpstart. If the family applies for Kidsport in June, they should have the funding approved & in place for the end of August / early September registration. Amber will research some more information on this, (i.e.: do they need to be registered before they can apply for funding?) and we will revisit this at our next meeting.

#### 4. Coaches Report

Kerri has been busy with athlete management the past couple weeks, setting up schedules, programs, looking at what testing is required for each skater, reinforcing expectations, looking at numbers on ice, making some movements where it makes sense, etc..

There is a monthly Coaches Meeting on the Thursday prior to our Board meeting.

Test skating numbers are really low on Fridays. Possibly due to parents working & not able to get skaters to rink. Would like to look at setting up some carpooling options for Fridays.

Would like to see more posted on the bulletin board – Christine has printed some items & will post.

CanPower has started & assistants are organized. Help is required for handing out jerseys.

Danny is organized and booked until Christmas.

Kerri is in contact with Serena from the Town regarding floods & is getting everything settled & tweaked. Almost getting ready to start doing some testing (to be done during regular ice time). Will probably start next month.

PA clinic runs next week. Sarah is managing the PAs this year.

Judges are in place for October 25<sup>th</sup> simulations (6:30 – 8:45). We have 2 skaters going to Canmore & sectionals this year & will invite other clubs to participate in this simulation for min. \$25 / skate.

There will be a Q&A session for new skating families on October 1<sup>st</sup> (6:45 – 7:15am). Yvonne & Christine will be there for the parents' perspective. 1-pager will be put together to hand out & include topics such as:

- Where to buy / get skates sharpened
- Gala
- Potluck
- Show & tell on Uplifter

Amber to send out communication around Coach Danny

We didn't get full access to the room for Monday dryland that we wanted. Kerri is currently negotiating options with the town around timing. The juniors may have to leave the room 15 minutes early & do their cool-down / stretch in the locker room. There will be some days that we are unable to get the room at all & dryland will be held in the lobby space by the curling rink (at half the price). The Natural High room is available on Thursdays, may look at this option for next year. The curling rink is not responding to Christy - Neven to try contacting them to see if their space is available 3:45 – 5:15 pm on Mondays.

#### 5. Treasurers Report:

May – September financials are reconciled to the point where they can now be posted to Uplifter. Will meet with Christy and the accountant first to ensure all is correct before we post.

Will need to use clearing accounts in Uplifter, as there is a 3-day lag, whereas Ramp was same-day. This will be a bit of a learning curve, as we will not be able to reconcile on any given day, but Dave will work it out.

\$144K in fees processed on Uplifter so far. Everything prior to August 31<sup>st</sup> was in Ramp.

Dave will have monthly income statements starting next meeting.

Dave is negotiating the closing down of Ramp and the Chase account, as there is a \$630 / yr charge for Ramp.

Dave would like to look at raising the Registrar's salary. We will table this until the next meeting. Christy to put together a rough operating budget so that we can make an informed decision on this.

#### 6. President Report:

Christine to head the OSC Christmas Tree decorating for the rec centre tree auction with a budget of \$300. Other board members to help decorate.

CanSkate starts Sept 29<sup>th</sup> & we require 2 – 3 board members to welcome them. Volunteers are as follows:

- Fri, Sept 29 12:45 at Piper Arena – Christy & Christine
- Sat, Sept 30 10 – 11 at Piper Arena – Suzanne & Christine
- Sat, Sept 30 11 – 12 at Piper Arena – Carrie & Christine
- Tue, Oct 3 5:30 – 6:15 at Piper Arena – Tara & Christine
- Wed, Oct 4 6:30 & 7:00 at Scott Seaman– Yvonne & Tara

#### 7. Old Business:

"Be inspired" clinic with Kaetlyn, Ravi and Tate went really well. We spent around \$10K total on the clinic, which was a lot, but was such a positive experience. We won't be able to do this every year, but would be nice to do smaller scale kick-offs every year. Big shout-out to Lisa and the coaching staff for bringing this together.

Uplifter has been a success, thanks to the Uplifter team.

8. New Business:

On-ice harness clip needs replacing & a piece on the back needs to be repaired.

The town had previously agreed to pay \$300 towards a new harness after a Zamboni accident. Kerri to see if the offer still stands.

Christy and Christine will be going to the Regional meeting on September 26<sup>th</sup>.

Minor Hockey news contacted Christine to see if we want to put an article in for free. Deadline is Sept 22. Carrie to write a blurb for us to submit.

Christmas party – December 10<sup>th</sup> date is earmarked for this, which is the same day as the town's Skate with Santa. Need to decide if we will be doing a full-club party, or separate it into 2 (can-level & test level). Some ideas so far are:

- Fun mini test day / competition where the test level skaters can judge the canskaters, etc.
- Treasure hunt
- Flying squirrel

Everyone to think of ideas so that we can get a plan in place for next month.

**Meeting Adjourned: 20:37**

**Next Meeting: October 16<sup>th</sup> at 7pm**