



**Board Minutes**  
**September 12, 2016**  
**Okotoks Skating Club – Board of Directors**  
**18:45 to 20:45 at The Duke Hotel**

**Members Present:** Melanie. H, Dave S, Christine W, Kerri R, Tara C, Lindi C, Christie K, Yvonne N.

**Regrets:** Jayme S, Kenda G, Elissa W.

**Called to order: 18:45**

1. Approval of AGM Minutes: Kerri requested change be made that her Level 4 has been completed by not certified by Skate Canada. Dave moved to approve Minutes with changes, Melanie seconded.

2. Board Appointments:  
President – Melanie  
Vice President Christine  
Treasurer – Dave  
Ice Scheduler – Jayme  
Secretary / Uplifter – Yvonne  
Fundraising / Events – Tara  
Competitions Chair – Kenda  
Music Scheduler – Elissa  
Test Chair – Jayme  
Coach Rep – Kerri  
Director – Lindi  
Director (Accounting) – Christie

Dave motioned to approve appointments, Christine seconded.

3. Treasurer Report: Summer session numbers were down; Dave estimated a \$1,200 loss.

Dave spent considerable time this summer taking part in AGLC audit of the club. The audit was of the past 6 years of the club. Current feedback to Board from the audit:

- Auditors found past Boards had paid members for service; this was discontinued in May of 2014.

- Casino funds had been utilized for unapproved expenses in past. Some funds will have to be transferred back to the casino account. Future use of this account must be on allowable list from AGLC and approved.
- Current By-Laws do not have a dissolution clause that directs casino funds to charitable or religious organizations. By-Laws will need to be updated to direct the funds.
- AGLC indicated that no paid professional can have a vote on a board. Members present voted to change By-Law to reflect any paid professional on the Board will not have a vote. 7 members voted to amend the By-Law with this change, 1 member abstained.

4. Uplifter: Dave has been working on the directory structure. He has investigated other clubs' websites that are utilizing Uplifter and noticed they are being built with Wix, he feels we should also utilize this tool. Yvonne and Amber will be trained and involved in the future.
5. Upcoming Casino: We have a Casino date December 20<sup>th</sup> and 21<sup>st</sup>. Will need to get out to membership soon for recruiting volunteers. .Kerri to provide Christine Liat's contact information.
6. Bridal Shower for Kristen: There will be a bridal shower for Coach Kristen on Sunday November 6<sup>th</sup> in the Community Room at the Recreation Centre from 11 - 2.
7. Fall Newsletter: Tara preparing the Fall Newsletter. Please have all items you would like included by September 18<sup>th</sup>.
8. Parent Association Formation: Tara mentioned the possibility of creating a separate Parent Association to oversee such items as fundraising. Discussed perhaps having a chairperson that would attend monthly board meetings. Tara will include this opportunity in the Newsletter.
9. Annual Christmas Party: Christmas Party can maybe be held in January at a facility such as Flying Squirrel.

10. Ice Scheduling: Calendar updates: Delete September 21<sup>st</sup> Power Clinic and September 28<sup>th</sup> Figure Skating Clinic. Add November 6<sup>th</sup> Kristen's Bridal Shower, December 20<sup>th</sup> and 21<sup>st</sup> Casino and February 6<sup>th</sup> Board Meeting. Kerri to send requests to Jayme.
- Kerri to contact Jayme to request every 6<sup>th</sup> session of Power Skating to start at 6:00 rather than 6:30 to accommodate testing.
- Modifications needed to October 21<sup>st</sup> and October 28<sup>th</sup> ice times due to Grand Slam of Curling.
11. Annual Harness Inspection: Dave has a contact that can look after annual inspections for both on-ice and off-ice harnesses.
12. Advertising Opportunities: Kerri would like to expand advertising for programs. Dave to look into advertising in South Calgary.
13. Bulletin Boards: Bulletin Board in Piper needs updating. Kerri has a container of boarders in the coaches' room. Melanie and Christine will update.
14. Upcoming Can Skate Competition: Will be on December 11<sup>th</sup> or 13<sup>th</sup> or may needed as a test day. Will need to book Community Room.
15. First Aid Supply: In need of Band-Aids, blister pads, polysporin, ice packs. Lindi will look after purchasing these items.
16. CanSkate Rep Needed: Discuss with parents in stands, perhaps will find person willing to volunteer for role.
17. First Week of CanSkate: Would like Board Members present to help with questions on first days.
18. PA Clinic: Brittney to send out invitations for September 28<sup>th</sup> at Heritage Heights. Dave needs lists of PAs and their rates.
19. Equipment: Need to replenish supply of Bingo daubers.
20. New STAR System: Kerri currently working through document and will build a package for new STAR system.

21. Updates from Registrar: Registration Statistics: Power Skating 1 is full. There are 115 registered for PreCan and CanSkate – good numbers for September. 4 registered for PrePower at Heritage Heights – same number as last year. There are 9 skaters in Academy and 44 in Test Level. Currently there is only 1 registration for Teen/Adult program and 2 inquiries. Include this program in Newsletter to raise awareness.

Close of business: 20:40