

SKATE REGINA

Executive Meeting Minutes

February 18, 2009

Optimist Arena Meeting Area

Present: Leslie Gosselin, Cathy Wright, Jodie Ross, Jill Meier, Rosanne Boyarski, Kim Mack, Susan Waldal

Next executive meeting: Wednesday, March 18 - Upstairs at Optimist, 7:00 p.m.

Call to Order 7:10 p.m.

I. Approval of Agenda

II. Minutes of last meeting

Minutes will be approved at next meeting or via email if necessary.

III. Ice Show Business

a) Letters for Coaches

Early next week letters will go out to all recreational coaches, requesting assistance.

b) Update on sponsorship, revenue generation, registration, volunteer recruitment, scheduling, communication, costumes, props

- Approximately 160 registrations have been received, with some STARSkate and Competitive Skate still to come, and Susan anticipates about 40 Synchro to come (Susan will collect).
- These registered skaters will be grouped into "numbers" by the weekend, and a mail out will go out to registered skaters early next week with the practice schedule.
- Initial budget was prepared with 150 registered skaters as the break-even point, but obtaining sponsorship has been difficult.
- SaskTel Max is on board, so video sales will generate some additional income, as will photo sales.
- Volunteers are still required with costumes requiring leadership. Former key volunteers are not available this year. Syncho offered the use of any of their costumes, free of charge.
- Have obtained a classic car as a prop!
- Paige Lawrence and Rudi Swiegers will perform, which should generate extra excitement.

c) Draw for High School Musical: The Ice Tour

Leslie will forward names of winners.

IV. Family Day Report

- Family day was a huge success! There were over 200 participants that enjoyed an afternoon of skating, hot chocolate, juice and best of all the delicious cookies. Thanks to all the families that spent part of their Family Day holiday with Skate Regina enjoying active quality time with their family. A special thanks to our showcase skaters that 'wowed' the crowd with their finesse and ability. Thank you to all the coaches who assisted.
- Recommend no regular recreational classes run in conjunction with this event next year.
- Lots of Spring Recreational registration forms were picked up that day, and registration information was available.
- Perhaps we could run ACS/Jr.SS progression Parent Information session in conjunction with event next year.

V. Competition Update

Skate Regina skaters have performed well at recent competitions: Synchro Westerns, STARSkate Championships, Region 2 Invitational, and Junior Nationals. These results should be recognized.

ACTION: Susan will prepare story on Westerns. Jill will prepare story on STARSkate. We will run story that is on the website re Garrett at Jr Nationals (from Leader Post). Jodie will watch for Jean Norman results. Jodie will request photos from STARSkate medallists. These will be posted on website and in upcoming newsletter.

VI. Fee Review Committee Request for Proposals draft document

The attached document will be used with slight revisions. We will clarify that if a committee can't be formed this will be deferred until Fall, 2009.

VII. Coaches' Report

- a) This month's meeting was conducted via email communication.
- b) ***Substitute Policy*** requires revision.

MOTION: Cathy/Rosanne moved that each coach is responsible for finding his/her own substitute, notifying the Administrator of those arrangements, and notifying the Team Leader (for recreational session). In the event a substitute cannot be found, the coach is responsible for attending and providing coaching services. CARRIED.

c) Recreational Session Staffing

- Lynette sent a note to all coaches that clarified the Recreational Session staffing, with emphasis on accountability and affordability. Some of our Junior Coaches (Level 1 and/or CanSkate certified) with less seniority, indicated they feel they are not valued.
- All coaches were given the opportunity to have their name on the Summer School brochure to offer private lessons.
- There is some desire for Team Leaders to share some of the administrative responsibility with other coaches on rec sessions. This is not how the club (Board and coaches combined) has agreed to run the programs, at this point. Based on the continual evaluation we have been going through (i.e., the written coaching evaluations at the end of Winter I), this was not raised as a concern or a recommendation. If recommendations are made in the evaluation process at the end of Winter II, the Board may have some basis to make changes for the future.

d) Spring School Session Selection

- Recreational coaches will be selecting Spring School sessions at the March Coaches' meeting.

ACTION: Jodie will prepare and provide the sign-up sheet for selecting sessions.

e) Ice Safety and Etiquette Concerns.

ACTION: Jodie will email STAR/Competitive Skate skaters and coaches a reminder of the Ice Etiquette and have a sign printed that will be posted at the Optimist Arena. Will emphasize that no headphones may be worn on the ice, and remind skaters of Priority of right-of-way on the ice surface and Priority of music being played.

- All coaches need to enforce etiquette, headphone rule, point out "Lutz corner", etc to newer skaters.

VIII. Administrator's Report

- a) Spring & Summer STAR/Competitive Skate brochures/registration forms have been given to coaches for distribution to skaters, posted on website, and email notification sent to members. Do not plan to mail.
- b) Spring Recreational brochures/registration forms have been distributed to arenas, signage was provided for each arena's parent information board, posted on website, and email notification sent to members. Do not plan to mail.
- c) Rules of Etiquette – will order coroplast sign from Print It.
- d) Spring and Summer ice requests were granted by city. City is still working on accommodating request to extend Fall one week earlier. We will lose ice Friday, April 24 due to only one rink being open. Will explain that replacement ice needs to be used for that date.
- e) Administrative Assistant job

MOTION: Jill/Kim made a motion to accept Jodie's recommendation to hire Eden Daley as Admin Support, under contract beginning immediately until August 31, 2009. The position can be reviewed on this date and extended if all duties are performed satisfactorily. CARRIED.

MOTION: Kim/Jill made motion to provide Eden Daley with one skater's complimentary program fee for each of our recreational sessions (Fall, Winter, Spring) for the duration of her employment. This would not include Skate Canada registration fee, carnival registration, costume fee, etc, and the choice of program would be limited to those classes without a waiting list as of the registration deadline. CARRIED.

ACTION: Jodie will prepare Letter of Offer and send to Eden.

- f) Skate Sask AGM May 2 in Regina. Registration package available from Jodie or Skate Sask website.
- g) Photos, videos, etc. we want to submit to Skate Sask? Please email anything useful to Jodie.
- h) Skate Sask will be holding four Regional Fall Skate-Ins similar to last year. Any ideas for workshop/clinics or locations? Do we want to host?

ACTION: Jodie will let Section know that we are interested in hosting a Skate-In with Cindy Tymoruski, if Section will organize. We will need the Section to indicate when/amount of ice to book.

- i) Recreational evaluations to be distributed week 9 (March 1-7). Cathy will let us know if they require any modifications from Winter I evaluations used.

ACTION: Jodie will prepare evaluations and distribute/arrange with Admin Support for Week 9 of recreational programs.

- j) Bids to Host. We do not wish to submit any Bids to Host.
 - 2010 BMO Skate Canada Sectionals (Nov 6-8, 2009)
 - 2010 SaskEnergy STARSkate Championships (Jan 29-31, 2010)
 - 2010 SaskTel Jean Norman Competition (Feb 26-28, 2010)

IX. Financial Report

No report available.

X. Awards and Recognition

Recognition for skaters, volunteers, and coaches will be tabled until March meeting.

XI. CanSkate/Advanced CanSkate Parent Presentation

How to proceed with a "recruitment" information session for all Advanced CanSkaters and Jr. STARSkaters before the end of this session:

- Invitations to ACS/Jr.SS families
- PowerPoint presentation
- We will offer Parent Information sessions at all Advanced CanSkate sessions the week of March 1-7 (and get parents to complete program evaluation at same time). Cathy indicated Information sessions are not required on Monday #12 and Thursday #16 sessions since she has already discussed with all parents.
- It would be good to pull the Team Leader off those sessions for a portion of the session.
- Need to include information about CanPower as a progression of CanSkate.
- Last session we distributed a pamphlet – *Jump into the STARSkate Program & Spiral into Figure Skating (A Parent's Introduction to STARSkate & Competitive Figure Skating in Regina)* to all ACS skaters. Coaches made recommendations to skaters that were ready to move up to Jr. STAR and privates. This brochure could become the basis of a PowerPoint presentation about how to continue once a skater passes Stage 6.

XII. Facility Meeting with City

Leslie, Jodie, and Cathy will attend an informal meeting with Central Scheduling to discuss what our ideal for ice venue will be after the six-plex opens December, 2009/January 2010.

Critical to Success:

- Size of rink
- Heating in rink
- Music system accessibility from the ice
- Schedule stability
- Accessibility throughout the City for CanSkate
- Visible permanent home for Skate Regina
- Access to show venue for competitions and ice show
- Permanent bulletin board for Club Communication

High Priorities:

- Permanent storage for competition, ice show, instruction equipment
- Permanent staffroom for coaches
- Access to off-ice teaching space
- Access to meeting space
- Permanent showcase display area to promote club activities and achievements
- Dedicated communication space in all rinks operating Skate Canada programs
- Access to Rush Ice
- Heated spectator viewing
- Electrical/power capabilities for shows/events

Medium Priorities:

- Access to food (not vending machines)

- Club office space
- Full-length mirrors in off-ice space

XIII. Response for PowerSkating Request for Proposals

Cathy will call Leane Zborosky to see if she will consider submitting a RFP. If no response is received by February 23 deadline, we will consider approaching Hockey Regina to see if they have any Level 1 Coaches willing to take CanPower Clinic. Cathy is willing to call Leanne Davis about submitting a RFP.

XIV. Synchro update

RSST will invoice us for CanSynchro ice and we will invoice them for membership. Expect about 40 Synchro skaters to register for ice carnival (will submit to Susan directly, and not pay costume fee since they will use their own). Adult Team qualified at Westerns and will compete at Canadians in Oshawa February 26 – March 1.

Adjournment 9:45 p.m.