

Skate Regina Board Meeting Minutes
Sept 16, 2009

In Attendance: Jeff Fowler, Rosanne Boyarski, Lynette Keyowski, David Czerniak, Jodie Ross, Leslie Gosselin, Theresa Millette, Judy Musleh, Patti Manson

Regrets: Donna MacKay, Connie Argue, De Anne Csada

1. Call to Order

2. Approval of the Minutes from August 12, 2009 (Document)

MOTION: Approval of the August 6, 2009 minutes.

Jeff/Rosanne CARRIED

3. Approval of the Agenda (Document)

Additions: No additions

MOTION: Approval of the agenda.

Leslie/Jeff CARRIED

4. HR Committee presentation by Patti Manson (Document)

Discussion/Questions -

- Further discussion will take place later in the meeting. Thank you to the HR committee and Patti for making the presentation

5. Board Governance (refer to Board Member Manual)

Discussion -

Key Result areas Skate Regina will focus on for the 2009-10 skating seasons are:

- Strategic Priorities - Financial processes, reporting and structure
- Facility acquisition - Jeff will take on this portfolio. Leslie will give Jeff the lead up documents and bring Jeff up to date on Skate Regina's efforts in regards to facility acquisition.

6. Set Operational expectations for Board Meetings

Discussion -

- Board Meeting once a month
- Meetings to be held on the third Wednesday
- Meeting venue – Sask Energy Building
- Agenda to be sent out one week prior to the meeting
- Minutes to be sent out the week of the meeting they pertain to
- Financial reports to be sent out one week prior to the meeting
- Admin. Report to be sent out prior to the meeting

7. **Admin Report (Document)**

Discussion –

- a) STARSkate and recreational programs for winter season
- b) David requested a list of all Jr. Starskaters so the skaters can be contacted

- c) Cancel a Jr. Starskate session
- d) Data Base – discussion
- e) Advertising – request from the Sign Guy two additional weeks of advertising for a sum of \$220.00
- f) Volunteers for Special O and Program Assistants – Jodie will inquire as to whether these volunteers (Non-Skate Regina Members) are insured through our club insurance
 - Special O - Six volunteers are needed for Special O. Special O will be billed for volunteers (Program Assistants) if they do not already have a Skate Canada membership
 - Program Assistants – Send details to Synchro skaters to see if they are interested in volunteering for the recreational program
- g) Canskate Team Training – No responses to the RFP. The Board request s that the coaches take responsibility and interest for the club programming at the recreational level and that a coach step forward to do the Orientation Session for Canskate. This orientation is important to the operation of the program. David will relay this message to the coaches
- h) Test Day Policies need to be reviewed and communicated to the parents and the coaches.
- i) Test Day Replacement Ice for Fall school can be replaced in the winter season
- j) That the club try to pick different weekdays for the test days so that it is not the same skaters who have to replace ice. In saying this, it all depends on when the evaluators are available
- k) Photocopying for coaches – the club will not pay for each coach’s photocopying
- l) Jodie will get arena/coaches room keys cut and Lynette will create a waiver
- m) Club Insurance has been purchased

8. Programming – power skating(Document)

Discussion –

It was agreed that Skate Regina would continue to discuss and promote a power skating program with SHA and Sask. Ringette. It was agreed that this program, if it moves forward, will not run at a loss or we will not take part in it.

9. Synchro

Discussion –

The Regina Synchronized Skating Club is in a transition year. Their registration is down. They have three core teams and a Cansynchro team.

They request that one member from the Skate Regina Board attend their monthly meeting which is the first Wednesday of each month.

Synchro is having:

- Open House at the Al Ritchie
- Parent’s Info. Meeting on Sept 28th
- January 14th Exhibition Skate at the Doug Wickenheiser
- February 21st Year End Skate at the Cooperators Center

10. HR Committee

The following subjects were discussed however no motions were tabled nor carried to reflect the 'agreements' listed below:

- Cathy Mills can substitute coach for Skate Regina coaches for the 2009 – 10 skating season. She will not be allowed to have her own students. Lynette will communicate the Board's position to Cathy.
- It was agreed that Lynette would talk to Louise and Barb about their coaching arrangement and get an understanding of the current arrangement these coaches have with each other and Barb's students.
- It was agreed that Louise Littman be allowed to co-teach with Barb but that she can not take on her own freelance students for the 2009 – 10 skating season.
- It was agreed that the members of the Board would take time to study the HR document and that there would be further discussion about the document at the next meeting.

11. Family Skate Day

Discussion –

Debra Nielson will coordinate the Family Skate Day

12. Ice Carnival

Discussion –

The 2009 carnival deficit was largely attributable to the cost overruns from coaching and ice time costs. Another area of shortfall occurred in the shortage of sponsorship funds and silent auction dollars raised as well as a lower number of participating skaters.

13. Financials (Document)

Discussion –

Rosanne presented the financial documents including a balance sheet and profit and loss statement for the period April 1, 2009 to August 31, 2009 and a chart of accounts developed for the club finances. Jeff Fowler asked that an actual to budget variance report be provided for the next meeting.

Adjournment 10:21 pm