



MINUTES OF THE  
2021 ANNUAL GENERAL MEETING OF SKATE REGINA  
HELD VIRTUALLY VIA ZOOM CONFERENCE  
REGINA, SK - JUNE 17, 2021 at 7:00pm

ATTENDANCE

The list of club members in attendance at the 2021 Skate Regina Annual General Meeting, including the members represented by proxy is attached to the minutes in full as **Appendix A**.

1. PRESIDENT'S OPENING REMARKS AND CALL TO ORDER

Natalie Mitchell began with a land acknowledgement: We live, learn, and skate on Treaty 4 territory, the traditional lands of the Nehiyawak, Nahkawe, Nakota, and homeland of the Metis, Dakota, and Lakota people.

- 1.1. Natalie welcomed everyone to the Skate Regina Annual General Meeting. She declared the meeting open at 7:05pm.

Thanks to Candice Dion – Skate Canada Saskatchewan Board Member and Skate Canada Official for being the voting scrutineer for our AGM. She will be monitoring the chat.

Natalie welcomed member Karen Howard – member of the Athlete Development Committee of Skate Canada Saskatchewan, and a National, International, World and Olympic Level Official. She judged at the 2014 Olympics in Sochi as well as two World Championships. She currently serves on two Skate Canada committees: member of the Officials Assignment and Promotion Committee and chair of the Sport Committee Working Group.

Please stay muted to limit the background noise/feedback and be respectful by not interrupting others. When members wish to speak and it is an appropriate time, you can raise your hand and we will call upon you. At that time, you can unmute yourself and then re-mute when you are finished talking.

The voting for today's meeting will be conducted using the online platform "Election Runner" under the scrutiny of Candice Dion, Skate Canada Saskatchewan Director and Skate Canada Official. Voting will be online secret ballot, and only the final results will be visible to participants.

To make a motion, second a motion, or ask questions related to motions, please use the chat so that everybody can see it.

Please remember that the AGM is your meeting, please do not hesitate to raise your hand or use the chat to ask a question.

1.2. READING OF THE NOTICE OF MEETING



At this time the President called on Katlyn Stefan, Vice President, to formally convene the meeting. Katlyn confirmed that as in compliance with Bylaw 24, the AGM Notice of Meeting was issued to the membership via email on May 25, 2021.

### 1.3. ESTABLISH QUORUM

The President invited Candice Dion to confirm quorum. As per bylaw 23, quorum for an Annual General Meeting shall be 20 members or 5% of eligible-voting members which is 15. Candice then confirmed that there are 18 plus 2 proxies for a total of 20 voting members and therefore the necessary quorum was present.

Invited Nicole to explain the voting process. Voting members will receive an email with voter key and ID and it is the same for all motions.

Encrypted so votes are secure and anonymous. Only percentages of each vote will be visible to voting members. Minutes will include the final numbers.

### 1.4. Approval of Agenda

**The Motion reads as follows:** THAT the Agenda of the June 17, 2021 Skate Regina Annual General Meeting be approved as presented, with the order of the agenda remaining flexible as per the President's discretion.

**Mover: Brett Hines. Seconder: Andrea Derow.**

All in favor: 20. Opposed: none. Abstain: none.

**Motion Carried.**

## 2. APPROVAL OF 2020 AGM MINUTES

We received some test tickets after year end due to Covid restrictions (left in buildings).

Last year total is 191 rather than 175.

Jody noted the changes already tracked in minutes with post-meeting notes.

**The Motion reads as follows:** THAT the Minutes of the 2020 Skate Regina Annual General Meeting be approved as presented with noted changes.

**Mover: Jody Pipko. Seconder: Katlyn Stefan.**

All in favor: 20. Opposed: none. Abstain: none.

**Motion carried.**

## 3. TREASURER'S REPORT

3.1. President invited Lori Stevenson, past Treasurer to speak to her report. The 2020-2021 reviewed financial statements were distributed to the membership June 16<sup>th</sup>.

**The Motion reads as follows:** THAT the Skate Regina Reviewed Financial Statements ended March 31, 2021, prepared by independent auditor RDS Chartered Professional Accountant Prof. Corp., be approved as presented.

**Mover: Jeannine Nelson. Seconder: Brett Hines.**

All in favor: 20. Opposed: none. Abstain: none.

**Motion carried.**

3.2. **Appointment of the Auditor** – As per bylaw 27, appointment of auditors.



**The Motion reads as follows:** THAT RDS Chartered Professional Accountant Prof. Corp. be appointed as Skate Regina’s auditors for the 2021-22 fiscal year.

**Mover: Brett Hines. Seconder: Jeannine Nelson.**

Question – do we have a cost for next year’s review?

Iris – cost should be similar to this year as it will just be a review. Approximately \$3300.

All in favor: 18. Opposed: 1. Abstain: 1

**Motion Carried.**

#### 4. COMMITTEE REPORTS

All reports were provided to the registered participants prior to the AGM.

4.1. **President’s Report** – Natalie presented the report that was submitted in the AGM package.

Thanked all coaches, parents and volunteers for their adaptability and perseverance through this trying year and for ensuring safety of everyone involved.

4.2. **Assessment Chair Report** – Rayleen presented her report. There were only 2 assessment days due to covid restrictions. Some late submissions where tests were taken in previous year but not submitted this year or were submitted late and will be included in next year’s number.

Thank you to parents, coaches and skaters.

4.3. **Registration/Communications Coordinator Report** – Nicole presented her report.

4.4. **Skating Director Report** – Vicki presented her report. She noted the 30 minutes between sessions for cleaning required a lot of negotiating with city and cleaning protocols to make it work but could not allow CanSkate. The new 30 minute CanSkate sessions may actually continue. Parent and tot may also stay incorporated into our regular CanSkate sessions.

Everyone provided highlights from their submitted reports.

**The Motion reads as follows:** THAT the Committee and President’s Report be accepted as circulated.

**Mover: Brett Hines. Seconder: Holly Bradley**

All in favor: 20. Opposed: none. Abstain: none.

**Motion Carried.**

#### 5. AMENDMENTS TO THE CONSTITUTION AND BYLAWS

The proposed Bylaw Amendments and Rationale were circulated to the membership via email on May 25<sup>th</sup>, 2021 and the rationale are included in Appendix E.

**The Motion reads as follows:** THAT the Skate Regina Constitution and Bylaws be amended as presented.

**Mover: Jody Pipko. Seconder: Sharon Renwick**

All in favor: 20. Opposed: none. Abstain: none.

**Motion Carried**

Nicole will post results of motions on our website for the next week.



## 6. ELECTION OF THE BOARD OF DIRECTORS

The following members have been acclaimed to these positions, all nominated prior to the AGM:

Vice President (2 year term) – Katlyn Stefan  
Treasurer (1 year term) – Jeannine Nelson  
Secretary (2 year term) – Jody Pipko  
Member at Large (2 year term) – Hayley Park  
Member at Large (2 year term) – Erin Pletz  
Member at Large (2 year term) – Brett Hines  
Member at Large (1 year term) – Jode Derenisky  
Member at Large (1 year term) – Raelyne Dusyk

Brett has also been elected to the board of Sask Sport for a one year term.

## 7. OTHER BUSINESS

A PowerPoint presentation was delivered by Natalie to announce awards, farewell to Grade 12 Students and Departing Board Members:

- Rising Star Awards: Collyns Park and Maggie Zheng
- Sharon Renwick – Club Volunteer Recognition
- Brett Hines – Skate Canada Saskatchewan Section Volunteer Award of Excellence and Saskatchewan Sport Award

Grade 12 students: Hailey Pangratz, Sydney Spencer

Departing Board members: Sharon Renwick, Andrea Derow, Raylene Quinney, Erin Lang, Candice Oremba, Lori Stevenson.

Thank you for all your time and effort.

8. NEW BUSINESS – There is no new business.

9. ADJOURNMENT – Thank you very much to everybody for joining us this evening. Thank you once again to our departing Board Members and welcome our new Board Members.

Motion to adjourn the meeting made by Andrea Derow at 8:15pm.



**APPENDIX A**  
2021 AGM Attendees

<b>AGM ATTENDEES</b>	<b>Voting Rights:</b>	<b>Proxy Member Name:</b>
Andrea Derow	1 Vote	
Brett Hines	1 Vote	
Candice Dion	1 Vote	
Candice Oremba	1 Vote	
Erin Pletz	1 vote	
Holly Bradley	1 Vote	
Jeannine Nelson	1 Vote	
Jode Derenisky	1 Vote	
Jody Pipko	1 Vote	
Jody Pipko	1 Vote PROXY	Tracy Raison
Katlyn Stefan	1 Vote	
Karen Howard	1 Vote	
Lori Stevenson	1 Vote	
Natalie Mitchell	1 Vote	
Natalie Mitchell	1 Vote PROXY	Hayley Park
Raelyne Dusyk	1 Vote	
Raylene Quinney	1 Vote	
Cathy Sarty	1 Vote	
Sharon Renwick	1 Vote	
Sherri Welk	1 Vote	
Iris Howden	<b>No Vote</b>	Restricted Membership: Paid Employee
Nicole Gee	<b>No Vote</b>	Restricted Membership: Paid Employee
Kyla Sarty	<b>No Vote</b>	Restricted Membership: Paid Employee
Vicki Schultz	<b>No Vote</b>	Restricted Membership: Paid Employee



## **APPENDIX B**

### **Annual General Meeting**

#### **AGENDA**

Thursday, June 17<sup>th</sup>, 2021  
7:00pm Via Zoom Conference

- 1. Chairperson's Opening Remarks**
  - 1.1. Call to Order
  - 1.2. Reading of the Notice of Meeting
  - 1.3. Establish Quorum
  - 1.4. Approval of Agenda
  
- 2. Approval of the Minutes – June 4, 2020**
  
- 3. Treasurer's Report**
  - 3.1. 2020/2021 **Reviewed** Financial Statements
  - 3.2. Appointment of the Auditor
  
- 4. Committee Reports**
  - 4.1. President**
  - 4.2. Assessment Chair
  - 4.3. Registration/Communications Coordinator
  - 4.4. Skating Director
  
- 5. Amendments to the Constitution & Bylaws**
  
- 6. Election of the Board of Directors**
  
- 7. Other Business**
  - 7.1. Awards Presentation
  - 7.2. Farewell to Grade 12 Graduates
  - 7.3. Recognition of Departing Board Members
  
- 8. New Business**
  
- 9. Adjournment**



## **APPENDIX C**

### **Financial Report and Audited Financial Statements**

#### **Financial Report**

COVID-19 took a big bite out of Skate Regina's revenue for the 2020-21 season. Throughout the entire season, we were impacted either by restrictions on the number of skaters we could have on the ice or through shutdown of our programs. Our net overall loss for this season was (\$27,227). In comparison, the 2019-20 season ended with a surplus of \$21,347.

To help offset our losses, Skate Regina did receive subsidy monies. We were given the Canada Emergency Wage Subsidy in the amount of \$7,699.56 and COVID-19 Emergency Grant Funds through Sask Sport (administered by Skate Saskatchewan) totalling \$9,515.

A summary of our programs for 2020-21 is as follows:

- Fall session experienced a loss of (\$5,342), which is higher than last year's loss of (\$2,900).
- Winter sessions realized a surplus of only \$1,977. Last year, Skate Regina saw a surplus of \$69,000 as we were able to complete all our programs before the COVID restrictions started.
- Spring session, the first session to be hit with COVID restrictions, experienced a loss of (\$11,080). Last season's spring session realized a profit of \$2,100.
- Even with the impact of COVID restrictions, our summer session saw a smaller loss than last season's summer session: (\$2,056) as compared to (\$6,400).

For the second season, we were unable to hold our annual ice show due to COVID-19. Therefore, there were no ice show expenses in 2020-21. The ice costs for the small but well attended virtual performance were covered by the participation fees.

For your information, the 2020-21 Reviewed Financial Statements are included.

Lori Stevenson  
Skate Regina Treasurer

**Skate Regina Inc.**  
**Financial Statements**  
*March 31, 2021*  
*(Unaudited)*





## REVIEW ENGAGEMENT REPORT

To the Members of Skate Regina Inc.:

We have reviewed the accompanying financial statements of **Skate Regina Inc.** that comprise the statement of financial position as at March 31, 2021 and the statements of operations, changes in net assets, and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

### *Management's Responsibility for the Financial Statements*

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

### *Practitioner's Responsibility*

Our responsibility is to express a conclusion on the accompanying financial statements based on our review. We conducted our review in accordance with Canadian generally accepted standards for review engagements, which require us to comply with relevant ethical requirements.

A review of financial statements in accordance with Canadian generally accepted standards for review engagements is a limited assurance engagement. The practitioner performs procedures, primarily consisting of making inquiries of management and others within the entity, as appropriate, and applying analytical procedures, and evaluates the evidence obtained.

The procedures performed in a review are substantially less in extent than, and vary in nature from, those performed in an audit conducted in accordance with Canadian generally accepted auditing standards. Accordingly, we do not express an audit opinion on these financial statements.

### *Conclusion*

Based on our review, nothing has come to our attention that causes us to believe that the financial statements do not present fairly, in all material respects, the financial position of **Skate Regina Inc.** as at **March 31, 2021**, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

A handwritten signature in black ink that reads 'Robert D. Szautner'.

Regina, Saskatchewan  
May 25, 2021

Robert D. Szautner,  
Chartered Professional Accountant

**Skate Regina Inc.**  
**Statement of Financial Position**

*As at March 31, 2021*  
*(Unaudited)*

	<b>2021</b>	<b>2020</b>
<b>Assets</b>		
<b>Current</b>		
Cash and cash equivalents	152,292	171,558
Accounts receivable	6,242	7,829
Bursary account	-	800
Prepaid expenses	4,483	10,010
	<b>163,017</b>	190,197
Capital assets <i>(Note 4)</i>	<b>11,878</b>	17,625
	<b>174,895</b>	207,822
<b>Liabilities</b>		
<b>Current</b>		
Accounts payable and accruals	7,710	22,237
Payroll liabilities	1,082	1,569
Deferred revenue <i>(Note 5)</i>	49,279	39,965
	<b>58,071</b>	63,771
<b>Net Assets</b>		
Invested in Capital Assets	11,878	17,625
Bursary account	-	800
Unrestricted	104,946	125,626
	<b>116,824</b>	144,051
	<b>174,895</b>	207,822

Approved on behalf of the Board

*Natalie Mitchell*  
\_\_\_\_\_  
Director

*Jeannine Nelson*  
\_\_\_\_\_  
Director

*The accompanying notes are an integral part of these financial statements*

**Skate Regina Inc.**  
**Statement of Operations**  
For the year ended March 31, 2021  
(Unaudited)

	2021	2020
<b>Revenue</b>		
Programs and registrations <i>(Schedule 1)</i>	192,338	357,974
Fundraising	21,336	43,496
MAP Grant – Skate Canada Saskatchewan	1,423	1,976
Test fees	1,268	3,163
Canada Emergency Wage Subsidy	7,700	-
COVID-19 emergency support program	9,515	-
Regionals and Fun Fest	-	1
Other income	-	193
	<b>233,580</b>	406,803
<b>Expenses</b>		
Administration <i>(Schedule 3)</i>	30,991	35,533
Advertising and promotion	3,362	4,768
Bad debts	698	966
Fundraising	15,153	26,344
Ice rentals <i>(Schedule 2)</i>	124,300	161,972
Show Case/Ice Show	-	1,500
Memberships	15,229	37,287
Professional fees	3,330	4,551
Salaries and wages	66,865	109,222
Test day fees	879	3,313
	<b>260,807</b>	385,456
<b>Excess (deficiency) of revenues over expenses</b>	<b>(27,227)</b>	21,347

The accompanying notes are an integral part of these financial statements

**Skate Regina Inc.**  
**Statement of Changes in Net Assets**  
*For the year ended March 31, 2021*  
*(Unaudited)*

	<b>Invested in Capital Assets</b>	<b>Bursary Account</b>	<b>Unrestricted</b>	<b>2021</b>	<b>2020</b>
<b>Net assets, beginning of year</b>	<b>17,625</b>	<b>800</b>	<b>125,626</b>	<b>144,051</b>	122,704
<b>Excess of revenue over expenses</b>	<b>(5,747)</b>	<b>(800)</b>	<b>(20,680)</b>	<b>(27,227)</b>	21,347
<b>Capital asset additions</b>	-	-	-	-	-
<b>Net assets, end of year</b>	<b>11,878</b>	-	<b>104,946</b>	<b>116,824</b>	144,051

*The accompanying notes are an integral part of these financial statements*

**Skate Regina Inc.**  
**Statement of Cash Flows**  
*For the year ended March 31, 2021*  
*(Unaudited)*

	2021	2020
<b>Cash provided by (used for) the following activities</b>		
<b>Operating activities</b>		
Excess of revenues over expenses	(27,227)	21,347
Amortization	5,747	5,795
Net change in non-cash working capital items:		
Accounts receivable	1,587	5,524
Bursary account	800	-
Prepaid expenses	5,527	(10,010)
Accounts payable	(14,527)	11,603
Payroll liabilities	(487)	(209)
Deferred revenue	9,314	(13,235)
<b>Increase (decrease) in cash resources</b>	<b>(19,266)</b>	<b>20,815</b>
<b>Cash resources, beginning of year</b>	<b>171,558</b>	<b>150,743</b>
<b>Cash resources, end of year</b>	<b>152,292</b>	<b>171,558</b>

*The accompanying notes are an integral part of these financial statements*

**1. Nature of operations**

Skate Regina Inc. (the "Organization") was incorporated on August 2, 1978 under the Non-Profit Corporations Act of Saskatchewan. The purpose of the Organization is to provide opportunities for skaters of all ages to pursue their passion and achieve their goals, through the delivery of Skate Canada programming, in a nurturing environment of excellence.

According to the provisions of the *Income Tax Act*, as a not-for-profit corporation, Skate Regina Inc. is exempt from taxation.

**2. Significant accounting policies**

The financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations using the following significant accounting policies:

**Revenue recognition**

The Organization received revenue in the form of program registration and test fees, grants and funds generated from other self-help activities. The organization follows the deferral method of accounting for contributions and grants. Amounts not received by year end are shown as a receivable and amounts received relating to the subsequent fiscal period are shown as deferred revenue.

Unrestricted contributions, and self-generated income (fundraising and ice show) are recognized in revenue in the year received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred.

**Bursary account**

This account represents member reimbursements outstanding from past Bingo fundraising. The Saskatchewan Liquor and Gaming Authority (SLGA) governs the procedure and usage of these funds. Therefore, Skate Regina Inc. has held these member amounts according to SLGA guidelines.

**Cash and cash equivalents**

The organization's policy is to present bank balances and term deposits with a maturity period of three months or less from the date of acquisition under cash and cash equivalents.

**Capital assets**

Capital assets are recorded at cost less accumulated amortization. Equipment is amortized over its estimated useful life at a rate of 20% using the declining balance method. Leasehold improvements are amortized using the straight-line method over a period of 5 years.

**Financial instruments**

The Organization recognizes its financial instruments when the Organization becomes party to the contractual provisions of the financial instrument. All financial instruments are initially recorded at their fair value, including financial assets and liabilities originated and issued in a related party transaction with management.

At initial recognition, the Organization may irrevocably elect to subsequently measure any financial instrument at fair value. The Organization has not made such an election during the period. Cash, accounts receivable, and accounts payable have been designated to be subsequently measured at their fair value. Fair value is approximated by the instruments' initial cost in a transaction between unrelated parties. Transactions to purchase or sell these items are recorded on the settlement date.

The Organization subsequently measures investments in equity instruments quoted in an active market at fair value. Fair value is determined by the instruments' initial cost in a transaction between unrelated parties. Investments in equity instruments not quoted in an active market and derivatives that are linked to, and must be settled by delivery of, unquoted equity instruments of another entity, are subsequently measured at cost less impairment. All financial assets and liabilities are subsequently measured at amortized cost.

**2. Significant accounting policies (continued)****Financial asset impairment:**

The Organization assesses impairment of all of its financial assets measured at cost or amortized cost. The Organization groups assets for impairment testing when there are numerous assets affected by the same factors. Management considers whether there has been a breach in contract, such as a default or delinquency in interest or principal payments in determining whether objective evidence of impairment exists. When there is an indication of impairment, the Organization determines whether it has resulted in a significant adverse change in the expected timing or amount of future cash flows during the period. If so, the Organization reduces the carrying amount of any impaired financial assets to the highest of: the present value of cash flows expected to be generated by holding the assets; the amount that could be realized by selling the assets; and the amount expected to be realized by exercising any rights to collateral held against those assets. Any impairment, which is not considered temporary, is included in current period excess (deficiency) of revenues over expenses.

The Organization reverses impairment losses on financial assets when there is a decrease in impairment and the decrease can be objectively related to an event occurring after the impairment loss was recognized. The amount of the reversal is recognized in the excess of excess (deficiency) in the period the reversal occurs.

**Contributed services**

The Organization would not be able to carry out its activities without the services of many volunteers who donate a considerable number of hours. Because of the difficulty of compiling these hours, contributed services are not recognized in the financial statements.

**Measurement uncertainty**

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period.

These estimates and assumptions are reviewed periodically and, as adjustments become necessary they are reported in excess of revenues and expenses in the periods in which they become known.

**3. Capital assets**

	<u>Cost</u>	<u>Accumulated Amortization</u>	<u>2021 Net Book Value</u>	<u>2020 Net Book Value</u>
Leasehold improvements	27,773	16,664	11,109	16,664
Office furniture and equipment	12,339	11,570	769	961
	<u>40,112</u>	<u>28,234</u>	<u>11,878</u>	<u>17,625</u>

**4. Deferred revenue**

Deferred program funding represents unused funds provided by Spring Recreation and Spring Star Skate registrations received in the current year for the subsequent year's programs and are therefore deferred to the subsequent year.

**5. Financial instruments**

The Organization as part of its operations carries a number of financial instruments. It is management's opinion that the Organization is not exposed to significant interest, currency or credit risks arising from these financial instruments except as otherwise disclosed.

**Liquidity risk**

Liquidity risk is the risk that the Organization will not be able to meet its financial obligations as they come due. The Organization manages liquidity by maintaining adequate cash on hand to provide for the ongoing management and operations of the Organization. In addition, the Organization continuously monitors and reviews both actual and forecasted cash flows.

**Credit risk**

Credit risk is the risk that one party to a financial asset will cause a financial loss for the company by failing to discharge an obligation. The organization's main credit risks relate to its accounts receivable. The concentration of credit risk with respect to accounts receivable is limited due to the credit quality of the parties providing funding to the Organization.

**6. Impact of COVID-19**

In March 2020, there was a global outbreak of COVID-19, which has had a significant impact on organizations through the restrictions put in place by the Canadian, provincial and municipal governments regarding travel, business operations and isolation/quarantine orders. At this time, it is unknown the extent of the impact the COVID-19 outbreak may have on the Organization as this will depend on future developments that are highly uncertain and that cannot be predicted with confidence. These uncertainties arise from the inability to predict the ultimate geographic spread of the disease, and the duration of the outbreak, including the duration of travel restrictions, business closures or disruptions, and quarantine/isolation measures that are currently, or may be put, in place by Canada and other countries to fight the virus.

**7. Comparative figures**

Certain comparative figures have been reclassified to conform to the current year's presentation.



# Skate Regina Inc.

## Notes to the Financial Statements

For the year ended March 31, 2021

### Schedule 1 Schedule of Program and Registration Revenues

For the year ended March 31, 2021  
(Unaudited)

	2021	2020
Spring program registrations	4,360	57,003
Summer program registrations	54,007	59,755
Fall program registrations	15,959	16,951
Winter program registrations	103,969	190,102
Skate Canada membership fees	14,043	34,163
	<b>192,338</b>	<b>357,974</b>

### Schedule 2 Schedule of Ice Rentals

For the year ended March 31, 2021  
(Unaudited)

	2021	2020
Spring programs	4,019	35,155
Summer program	45,830	48,305
Fall programs	15,346	12,185
Winter programs	59,105	66,327
	<b>124,300</b>	<b>161,972</b>

### Schedule 3 Schedule of Administration

For the year ended March 31, 2021  
(Unaudited)

	2021	2020
Annual General Meeting	-	285
Amortization	5,747	5,795
Bookkeeping services	6,660	7,992
Bank charges and interest	803	1,840
Board expenses	290	290
Credit card/uplifter fees	6,971	8,809
Miscellaneous	1,415	1,415
Office	6,513	5,655
Skate programs supplies	2,442	1,527
Skate Achievement awards	150	1,925
	<b>30,991</b>	<b>35,533</b>



## APPENDIX D 2020-2021 Reports

### PRESIDENT'S REPORT

The 2020-2021 skating season was a difficult year for our skaters, our coaches, and for the club because of the Covid-19 restrictions that were put into place to keep our skaters safe. I would like to thank all coaches, parents and skaters for their patience, their understanding, and their continued support this skating year! Furthermore, thank you to the coaches for being creative, adaptable, positive, and working together to ensure skater safety and continued skater development during a very difficult year!

Due to protocols, things looked extremely different at the rink. Unfortunately, parents were not permitted to stay and watch their child's progress and accomplishments. Skaters wore masks, sanitized often, and kept their distance from other skaters. Coaches wore masks, shields, sanitized often, and remained socially distant from skaters. Furthermore, Skate Regina was restricted to the number of skaters allowed on the ice at a time, which greatly affected the club's revenue. With adaptations, we were thankfully still able to offer all our programming – CanSkate, Pre-Power, Power, Jr. Prep, and StarSkate.

Skate Regina, like many non-profit groups and organizations, had to make creative and difficult decisions throughout the year because of the Covid-19 restrictions. Unfortunately, we were not able to host our annual Canskate Fun Fest, our StarSkate Silver Skate Competition, or the Showcase, which highlight the progress and the achievements of our skaters. All regional competitions in Saskatchewan and the Winter Classic were cancelled. Thankfully, our StarSkaters were able to participate in a Virtual Performance in March! Coaches individually filmed skaters' programs and shared the videos with parents, families, and friends who had not had the opportunity to see their skater perform all year.

I would like to offer a huge **WAY TO GO** to all our skaters for their own personal accomplishments this year! You are the reason we are here, and why we care. Congratulations to all who participated and placed at a virtual competition this year and who passed a skating test! You are all champions! Furthermore, congratulations to the following skaters who were named to Team Saskatchewan for 2021-2022 skating season. We are proud that you are representing Skate Regina!

**Sask Elite Team** – Caidence Derenisky, Rhea Renwick, Tristan Taylor, Raine Eberl

**Competitive Team** – Gemma Pipko, Hailey Haas, Julia Pangracs

**Development Team** – Riu Qin, Sydney Schultz, Abigail Haas, Dreyden Pletz

Lastly, I want to extend my deepest gratitude to the members of the 2020-2021 Board for their tireless work, commitment, and diligence throughout an extremely challenging year. Thank you for your time and your expertise, which helped to ensure that our skaters had the best possible skating experience during an unpredictable year, and the continued success of Skate Regina!

Respectfully submitted,  
Natalie Mitchell



# SKATE REGINA

## Assessment Chairperson's Report

For the period of **April 1, 2020 to March 31, 2021** Skate Regina hosted 2 assessment days.

December 15<sup>th</sup> and March 10<sup>th</sup>.

December 15<sup>th</sup> – 9 assessments

March 10<sup>th</sup> – 8 assessments – **1 Gold test**

Due to our Covid restrictions and facility closures, it has been another challenging year for our skaters and coaches to prepare for assessments.

**Total number of assessments submitted to Skate Canada was 86.**

17 submissions were from Assessment Days

69 Coach administered assessments

### April 1, 2020 – March 31, 2021 Skate Regina Assessment Submissions

Month	Number of Assessments	Submission notes
April	0	
May	0	
June	0	
July	0	
August	2	
September	1	
October	6	+ 4 from Mar 2020 late submission*
November	18	
December	18 (9 assessment day)	
January – 2021	5	
February	11	+ 1 from Aug 2019 not entered was missed **
March	25 (8 assessment day) (1 Gold)	(3 they were submitted in May 2021)***
<b>Year Total:</b>	<b>86</b>	

#### Submission Notes:

\* Late submission from coach, 4 tickets from March 2020. Found and turned in once we were able to resume after the Covid shut down.

\*\* Was not entered in Aug of 2019 and when skater went to advance was advised no record of assessment. The parent then found and forward the completed assessment sheet for submission.

\*\*\* 3 Assessments were completed in March 2021, missed and they were submitted and paid for May 2021.

Thank you to all our coaches and evaluators for your time and expertise.

The time and dedication you all put in to help our skaters advance and be the best they can be is greatly appreciated.

Raylene Quinney

Skate Regina Assessment Chair



## **Club Administrator/Registration Coordinator's Report**

Skate Regina's membership consists of executive members, officials, recreational skaters, STARSkate, Competitive Skate, Special Olympic skaters, and CanPower skaters.

Skate Regina registered **312 members** for the 2020/2021 season. This is more than 50% less than previous years, due to the limited spots we were able to offer with provincial restrictions.

We had to get creative with scheduling to allow as many sessions as possible with the limited skaters allowed on the ice at time.

### **❖ RECREATIONAL PROGRAMS**

- 1) Summer (July – August 2020) was unable to run any CanSkate or Pre-Power sessions due to the COVID-19 Restrictions at the time.
- 2) Fall (September 2020) had 1 Power and 1 Jr Prep session. We were unable to run CanSkate or Pre-Power, as we were waiting on confirmation of our provincial return to sport plan for running programming for beginner skaters. We had a total of **32** registrations.
- 3) Winter 1 (October – December 2020) had 1 Pre-Power, 1 Power, 5 CanSkate, 3 Parent Assisted CanSkate, and 2 Jr Prep sessions. Regular programming got stopped in late November and an adapted December schedule was created due to a huge change in provincial restrictions. We were unable to run any group programming in our adapted December schedule. We had a total of **211** registrations.
- 4) Winter 2 (January – March 2021) ran adapted programming in January and February/March due to the ongoing changes to our provincial restrictions. All sessions ran twice weekly as sessions were decreased to 30 minutes. We were able to run 8 groups of CanSkate, 4 groups of Pre-Power, 4 groups of Power and 4 groups of Jr Prep/Academy. We had a total of **160** registrations.
- 5) Spring (April-June 2021). Rinks were closed for a portion of this season. We were able to resume the season with 6 weeks of programming. We offered 3 Jr Prep/Academy sessions. All other group programming was cancelled due to the limited sessions. We had a total of **37** registrations.

### **❖ STARSKATE & COMPETITIVE SKATE PROGRAMS**

Skate Regina offered four STARSkate & Competitive Skate Seasons throughout 2020-2021 season (Summer, Fall, Winter & Spring). Ice requests for each season are made to the City at least six months in advance of the season and are based on current registrations. The total number for this season was **1054**.

***This number is based on number of registrations, not skaters, as many skaters will register for multiple sessions.***

Nicole Gee  
Registration Coordinator



## **Skating Director's Report for Skate Regina AGM**

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### April/May/June 2020

- Skate Regina's spring ice was cancelled due to COVID-19.

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### July/August/September 2020

- Skate Regina's summer programming began July 6th and ran for 6 consecutive weeks concluding August 14th.
- Unfortunately, there were no Summer competitions held as Covid continued to take its toll. We were very lucky to have been able to run a somewhat "normal" summer school.
- Skate Regina also had many athletes on the Junior Development, Development, Competitive, High Performance and Elite Teams of Skate Canada Saskatchewan. Although the summer opportunities for these skaters were canceled, there were a couple held in the Fall.
- Normally a Program Assistant training session would have been held in late August,, however due to restricted numbers on the ice for CanSkate, we opted not to use PA's this year. Hopefully we can go back to them in 2021 as they are an integral part of our CanSkate program, and it's great for the skaters to give back and have opportunities to help out around the Club.
- Fall School was a success with good numbers in all programs as restrictions allowed us to have up to 30 participants/coaches on the ice

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### October 2020

- Our Winter session began in October and our sessions were mostly full (max 26 on each group program to make sure we were adhering to the max 30 rule including coaches). Everyone was very eager to get on the ice.
- Ice request for spring, summer and fall 2020 was submitted
- Sask Skate competition was canceled but the skaters on all of the Saskatchewan Teams were able to participate in a section held simulation day, where they received welcomed feedback from the judges. This was a much needed opportunity for our skaters as they hadn't had any opportunities up until this point.

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### November/December 2020

- Sectionals was held in Moose Jaw for the Junior and Senior events. Unfortunately for Pre-Juvenile to Novice, the provincial competition was pushed until February where it would be held virtually.
- Congratulations to the following skaters for their achievements at the Sectional Championships: Sydney Spencer (4th in Junior Ladies), Tristan Taylor (1st in Junior Men)
- Following Sectionals, Tristan Taylor qualified to attend Skate Canada's Challenge competition (held virtually). His videos were filmed and sent in. Congratulations to Tristan who placed 15th in Junior men in Canada!



## SKATE REGINA

- Due to injury and training restrictions, Skate Regina's Junior and Senior pair teams (Caidence Derenisky and Raine Eberl, and Ashlyn Schmitz and Tristan Taylor) were unable to attend Skate Canada's Challenge competition.
- The 2021 Skate Canada Nationals were canceled this year, as well as Challenge for the Pre-Novice and Novice level.
- Normally we would hold FunFest in December which is a Club competition that Skate Regina puts on for our members. It is a great event for our CanSkate and Star 1-4 skaters and is an important step in introducing/preparing them for future competitions. Unfortunately we were unable to hold it this year.

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### January/February/March 2021

- Due to restrictions, we had to go down to maximum 8 skaters on the ice for all of our programming. This was very tough on our club, however it is extremely important that we try and continue to offer all of our programming to promote growth and re-enrolment.
- During these months, our coaches continued to upgrade their education/certification. We have a few coaches who are ready to film their CanSkate videos to complete their certification, we have a few who are almost ready to complete their Regional coaching certification, and we now have 4 coaches who are able to test skaters in the skills discipline at the Gold level. Great job coaches!
- Skate Regina would normally send our StarSkaters to various Regional competitions throughout the winter. These events are so important to have as they give our new and younger athletes new goals to strive for and keeps them progressing forward. These events were also unfortunately canceled.
- The Saskatchewan section hosted a virtual competition this year in place of sectionals for the Pre-Juvenile to Novice level. It was called the "Saskatchewan Virtual Cup". Skaters sent in their videos and the performances were judged live by remote judges. This was a fantastic opportunity to be a part of and was something to keep the skaters motivated during uncertain times. Congratulations to the following Skate Regina skaters who competed at the Virtual Cup:

#### Novice Women

Caidence Derenisky- 1st  
Rhea Renwick- 2nd

#### Juvenile Women U12

Hailey Haas- 3rd

#### Pre-Novice Women

Kalista Brown- 15th in short, withdrawn from long

#### Pre-Juvenile Women U11

Gemma Pipko- 1st  
Sydney Schultz- 2nd  
Abigail Haas- 7<sup>th</sup>

#### Juvenile Women U14

Julia Pangracs-1st  
Addison Welk- 4th

#### Pre-Juvenile Men U13

Dreyden Pletz- 2nd

#### Juvenile Men U12

Richard Qin- 1st

Congratulations to all of our Skaters!!!



## SKATE REGINA

- Winter Ice request was submitted and is continually negotiated with the city. We should have the final allocation by late June or early July.
- We were unable to hold an Ice Show again this year, however we did offer a Virtual Performance where those who signed up got to perform a solo and have it filmed. Thank you to all of our coaches and board members who volunteered their time and help put programs together to make this event happen. It was wonderful to be able to offer at least one opportunity for skaters to showcase their achievements!

Thank you to all of the coaches and board members who continuously tried to help push Skate Regina forward this year. It was very challenging to say the least, but we managed to navigate through it together. I look forward to this coming year so we can continue to provide opportunity, inspire passion, and build excellence!

*Respectfully Submitted by*

*Vicki Schultz*

*Skate Regina Skating Director*

## APPENDIX E

### Proposed Bylaw Amendments - Rationale

This document outlines all submitted proposals, amendments and repeals to the bylaws of Skate Regina for consideration at the 2021 Annual General Meeting in accordance with Bylaw 28.

As per Bylaw 28, any member of the club in good standing had until 21 days prior to the Annual General Meeting (May 27, 2021) to submit to the Board of Directors notice of any proposals, amendments and repeals to the bylaws of Skate Regina.

Amendments have been presented as follows:

- Effective date of all proposed amendments is June 17, 2021
- Rationale for all proposed amendments has been provided
- Wording added to a bylaw is underlined
- Wording deleted from a bylaw is denoted by a strikethrough

The proposed draft Skate Regina Constitution and Bylaws amendments was emailed May 25 to the membership. The document tracks all changes proposed to align with the Skate Canada – Saskatchewan Club Constitution and Bylaws Template:

- Includes all rectification of administrative matters such as correcting typographical errors, minor changes to improve drafting, the removal of duplicative or unnecessary language, numbering of articles and bylaws, etc.
- Addition of Bylaws per template: 7b. Eligibility for Voting Membership; 7c. Eligibility for Non –Voting Membership, 11. Qualifications of Directors; 12. Nomination of Directors; 32. Accounting Records; 36. When Audit Required
- Removal of Bylaws: 18. Committees – President as ex-officio member (incorporated into Bylaw 17 Duties of President); 22. Skate Canada Club Delegate and Region Councillor (N/A); 38. Membership Committee/Chair; 39. Skating Programs Committee/Chair (Duties incorporated into Skating Director position)
- Bylaw 23. Timing, Quorum, Special Meeting Request – modifying date to hold AGM from 60 days of close of fiscal year to 90 days of close of fiscal year. (to accommodate fiscal year end and review/audit of financials)
- Bylaw 24 – Written Notice to remove list of candidates nominated for election to align with Bylaw 37 (not 39 as was published) Nominating Committee, which allows nominations up to 3 days prior to AGM.
- ~~Bylaw 28—change from 21 days notice to 15 days notice for amendment submission to align to Bylaw 24.~~ NO CHANGE. This was an edit in error as we intended to align all bylaws with Bylaw 24 Written Notice of 15 days which requires full details of proposed amendments to be distributed with the notice. Intent of Bylaw 28 requires more notice because bylaw amendments must be proposed to the board for review prior to the AGM notice to membership.