### Huntsville Skating Club Board Meeting

 DATE: Thursday November 16, 2017

 TIME: 5:00 p.m.

 PLACE: Summit Center - Al Thorpe Room

 PRESENT: Michelle Breakenridge, Kerri Vallentin, Muriel Blaker, Kellie Heap, Ryan Vallentin, Robin Brushey

 REGRETS: Lisa Bjorkquist, Chrissy Mantle-Marnoch

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| **ITEM** | **AGENDA ITEM** | **DISCUSSION** | ACTION BY |
| **1**.**0** | **REVIEW AND APPROVAL OF MINUTES** | Meeting called to order at 5:10 pmMotion to approve October minutesM/ Ryan S/ Muriel |  |
| **2.0** | **REVIEW ACTION ITEMS**  | Coaches reimbursed for money they spent on food for the coaches’ room for SkokieBudgeting Kerri & Kellie have been discussingIce contract still a work in progressMichelle needs to contact Jason with regards to skate donation as we have not heard anything from him | **Michelle** |
| **3.0** | **FINANCIAL REPORT** | Kellie provided balances as follows: **GIC** – $51710.86**CIBC** **(Operating Account)** – $89297.09**Lottery Trust** - $43.75Discussion on budget – Kerri’s budget and monthly statement from Kellie are attachedForecasting positive balance at the end of the season, ice bills are still pending from the town. The board will continue to review. | **Kerri & Kellie** |
| **4.0** | **SKOKIE SKATE** | No ice bill yet approx. $8000.00– waiting for bill from Skate Ontario but they also owe us money still – still needing to reimburse HSC skaters, 25% of their total Skokie registration amount. Total Revenue approx. 25,000.00Muriel has made of list of all volunteers that volunteered during the weekend (attached) Kellie & Ryan will work out the volunteer refunds for those who fulfilled their commitmentsCompetitions for next year will not be confirmed until July. There has been talks at Skate Ontario to reduce the number of competitions which could potentially jeopardize Skokie competition/club fundraising. Bids are accepted in January – HSC will apply to host a Skokie | **Robin & Kellie****Kellie & Ryan** |
| **5.0** | **COACHES** | Robin reporting from Chrissy – she’s going to participate in the online information session for the CanPower Skate Pilot - she’s concerned that if she is the only club coach to participate, does that mean that she can be the only coach to implement the program. Kerri has been in contact with all coaches regarding their involvement. |  |
| **6.0** | **TEST DAY** | Email from Lisa with regards to test day – 1 1/2-hour ice needed at this point with one out of town skater from North Bay – Lisa is checking with evaluator to see what time is best for her 3:30-5:00 or 6:00-7:15 (the club’s preference is to keep it at the Senior ice time of 3:30-5:00)MOTION that the club will pay 50% of the overall ice cost for the Dec test day and will dispense a $50.00 gift card, mileage and dinner cost of $25.00 to the evaluator. (Depending on time will depend on if we supply her with dinner or a gift card)M/ Muriel S/ Robin Carried MOTION to plan for future test days that we pay 50% of the overall ice costM/Robin S/Ryan CarriedLisa is looking for someone to shadow her in order to take over next year. Michelle will send out an email to our membership to see if anyone is interested | **Michelle to look for policy for test days – let Lisa know****Michelle** |
| **7.0** | **CANADA 150 PLANNING** | Got $1000.00 Microgrant – Sunday Dec 10th 9:30-11:30 Linda & Chrissy will be attending (paid by the club), Tim is unable due to prior commitment – will have cake and hot chocolate - will be up in the stands to encourage families to watch1st hour – Family skate2nd hour – StarSkate demosKerri looking into getting t-shirtsMuriel working with coaches with regards to planning for the day (circuits)Kerri will take care of the refreshments (Oliver’s) and cake (Costco)Robin taking care of advertising the event on the radio | **Kerri****Muriel****Kerri****Robin** |
| **8.0** | FALL ICE &**REGISTRATION** | Need to send out a notice to say about adding on a night or other ½ of season with amounts. Ice is going out on April 15th – We only have 2 Wednesdays in April – Kerri is going to see if we can get StarSkate 5-7 on Monday & Thursdays in the first two weeks in April | **Michelle****Kerri** |
| **9.0** | **SEMINAR** | Going to approach Jeff Trott about doing a seminar – need to discuss with him what the day may look like. | **Kerri** |
| **10.0** | **COACHING ADMIN HOURS** | $2100.00 paid out total in Coordinator Positions last yearLast year CanSkate Coordinator was $200.00 admin/month – we decreased to $150.00/month at the beginning of the seasonMOTION to increase the CanSkate Coordinator monthly admin time to $200.00/month effective immediately M/Muriel S/Robin Carried |  |
| **11.0** | **CARNIVAL** | First meeting set for Monday @ 2:45 – invitation sent to all coaches and David BrusheyDates available Sunday March 25th 9:00-2:00And Thursday March 29th 4:00-8:00 | **Muriel** |
| **12.0** | **CANSKATE LIAISON** | PA sweaters will be given to the PA’s as a year-end gift with key chain– pizza party for PA’s at Christmas time (Santa Skate)The club has been notified via email that Kaitlyn Belfry is going to be off for an undetermined length of time due to concussion – Muriel will keep an eye on the program to see if it is running alright being a coach/PA short to ensure we’re meeting program delivery standards.PJ day next week– need to send out an email to membersClub jackets should be arriving in about 3 weeks – 14 jackets orderedA brother of a CanSkater has volunteered to help on the CanSkate ice – Muriel has talked to Chrissy – discussing the idea of having a PA refresher training in December that he could participate in that.Lots of compliments on the PA hoodies – makes them so visible on the ice. | **Muriel****Michelle****Muriel****Muriel** |
| **13.0** | **FUNDRAISING**  | Buy & Sell- going well – have been able to fit 10 skaters with new skates - $520.50 profit since the beginning of summerBoston Pizza – Received a chq from the Kickback program at BP for $207.00 – They have introduced a new format for fundraising – have to build a team online in order to submit receipts from meals at the restaurant - - maximum 25 people on your team - getting away from doing celebrity serve – can do what they call a BOOSTER NIGHT, we sell tickets for a meal (pizza/pasta & salad) for approx. $25.00 each, BP takes $15.00/ticket and the function is held at BP – At this time the board has decided not to participate in the new fundraising format  |  |
| **14.0** | **PUBLICITY** | Need to make an event on FB for Dec 10th Canada 150 Let’s Skate | **Michelle** |
| **15.0** | **SANTA SKATE** | Thursday Dec.21st - Looking at changing the format so that the parents don’t go on the ice– looking at doing like a mini Olympics. Maybe asking the PA’s to help organize activities – still have Santa on the ice | **Kerri**  |
| **16.0** | **NEW BUSINESS** | Meeting nights/times moving forward – keeping the same right now as it’s difficult to find a time that works for everyone |  |
| **17.0** | **ADJOURMENT** | Motion to Adjourn at 7:50pm M/ Muriel S/Michelle **NEXT MEETING: Thursday December 14, 2017 @** **5:00 pm at the Summit Centre – Al Thorpe Room** |  |