### Huntsville Skating Club Board of Directors Meeting

 DATE: November 15 2018

 TIME: 5:00 pm

 PLACE: Summit Centre Al Thorpe Room

 PRESENT: Michelle, Kelli, Kerri, Sunju, Juliah, Chrissy, Linda, Jeff, Louise

 REGRETS:

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| **ITEM** | **AGENDA ITEM** | **DISCUSSION** | ACTION BY |
| **1**.**0** | **APPROVAL OF PREVIOUS MEETING MINUTES**  | Meeting called to order at 5:05 pmMotion to approve the minutesM/ Kellie S/ Louise CARRIED |  |
| **2.0** | **REVIEW ACTION ITEMS** | * Discrepancy for the September ice bill has been reviewed with Town and will be adjusted.
* Club time issue resolved.
* Michelle reported that we are incorporated.
* Details regarding Performance Day event have been organized and will be presented at this meeting.
* Out of Club Coach policy has been changed and posted. Needs to be sent to coaches and skaters.
 | **Michelle** |
| **3.0** | **FINANCIAL** **REPORT** |  Kellie provided balances as follows: **GIC** – 66902.76**CIBC** **(Operating Account)** – 43798.38**Lottery Trust** – 43.97Skokie financials submitted.Discussion about how profits will be broken down and worked out with Skate Ontario. |  |
| **4.0** | **TEST CHAIR** | Dec. 3 draft schedule starting 3:30-5:15, normal Canskate times,Flood at 6, wrap up at 7:20 pm Pull Nov. 19 – David and Louise will send updated schedule Kelli will inquire regarding Official’s gift and mileage | **David, Louise****Kellie** |
| **5.0** | **SKOKIE SKATE UPDATE** | Financials in.Printer cartridge to be picked up in Keswick by KerriGood feedback from Officials, parents, coaches. |  |
| **6.0** | **COACHES** | Carnival policy – For season ending awards, Coach Linda suggested that we add Performance day events, in addition to competitions as part of criteriaMotion: Chrissy, Second: Michelle CARRIEDPolicies will need to be updated.Clean up on CanSkate nights – Juniors need to be reminded to assist with clean up after returning from their Off ice session. Chrissy will speak to Junior skatersPA Kayla Dalrymple – using coach room with kids; suggestion to have them to use room 10; On ice dress concerns – hair in face, inappropriate clothes , Off ice – appropriate attire - running shoes, appropriate athletic clothingGender neutral dressClub Policy to be sent out to all StarSkaters and parents as reminders. | **Michelle****Chrissy****Michelle** |
| **7.0** | **DISCOUNT/****REIMBURSEMENT of FEES** | Previous years, rebated our skaters 25% of their entry fees for Skokie.Motion to provide reimbursement: Refund of 25% of entry fees for Skokie Skate, skater who participated and is registered in a minimum of a one day session. M/Michelle, S/Sunju CARRIED (Kerri and Kellie recused)Kellie will provide reimbursement to 4 skaters who participated. (Haley Heap, Thomas Flynn, Regan French, Ainslie Vallentin) | **Kellie** |
| **8.0** | **CLUB MISSION STATEMENT, CORE VALUES** | Tabled |  |
| **9.0** | **CANSKATE LIAISON** | Startup: Program off to great start. Addition of warmup stations in lobby are becoming key part of program. Parents and skaters are participating.Registration Update: 10 – 2 day registrations 64 – 1 day registrations (28 Thurs., 31 Mon.)Outstanding Registration Payments: Ryan reported that most CanSkate memberships have been paid.CanSkate Parent Info Sessions: Sessions will take place on Nov. 19, 22 | **Muriel, Chrissy** |
| **10.0** | **PERFORMANCE DAY PLANNING** | Michelle reported– Thurs. Dec 20 4:00 – warmup, fast tracks, creative movement(Jeff), rotate stations (Speed/ Agility, Spins/Spirals, Jumps/Control)PA lead same stations (A, B, C) for CanSkaters, Showcase performance (approx.30) – coaches will assess, hot chocolate for CanSkaters, request Trevor Arndt to announce, David Brushey to play musicSigns for stations – A, B, C skaters rotate to stationsHot Chocolate donated. Donations of treats.Coaches to make assessment templates. Passports – (Kerri) -skaters to fill out week priorXmas decorations on ice.Candy cane reindeers for CanSkaters. Music player will be needed.Balloon candy canes, Christmas trees Kerri to work on reward for StarSkatersMichelle to ask Trevor and David.Michelle to do email blast to all club members.Holiday ShowcaseMichelle to send out email to coaches regarding plan for on ice activities | **Muriel****Chrissy, Linda, Tim, Jeff****Kerri****Muriel****Juliah****Sunju****Kerri****Michelle****Michelle****Michelle** |
| **11.0** | **EMERGENCY ACTION PLAN** | Tabled.Kerri will send out template examples. | **Kerri** |
| **12.0** | **PUBLICITY** | Website – updates regarding new policy changes completed |  |
| **13.0** | **COMPETITIONS** | Recognition of skaters- Skokie participants, Kaitlyn BrusheyFuture plans for club- Bid for 2020, 2021 maybe permanent home Motion: Juliah, seconded by Sunju to bid in for 2020 CARRIEDKerri suggested that she approach Town of Huntsville to support this event; beneficial for the community | **Kerri** |
| **14.0** | **HOPPING AND GUEST POLICIES** | Previous policy does not address Pre-Juniors. Needs to be changed to first year StarSkaters. However it is required for skaters to have approval from base coach. The base coach will notify other coaches and board of a skater’s intention, as a courtesy.Motion: Muriel, seconded by Michelle CARRIED |  |
| **15.0** | **FUNDRAISING** | 31 – Orders due November 19Hoodies- Orders due November 19Mabels Labels – Juliah can set up password to see what we have earned.Still advertising Fundscrips – receiving some interest |  |
| **16.0** | **NEW BUSINESS** | CanSkate Excellence Program – updateWaiting to be assigned evaluator |  |

**ADJOURNMENT/NEXT MEETING M:Muriel S:Michelle DATE: Dec. 13 (Change from original schedule)**

**Email Amanda for room date change Muriel**