### Huntsville Skating Club Board Meeting

DATE: Thursday September 21, 2017

TIME: 5:30 p.m.

PLACE: Summit Center - Al Thorpe Room

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

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 5:33 pm  Motion to approve August minutes  M/ Michelle S/ Kellie |  |
| **2.0** | **REVIEW ACTION ITEMS** | MP3 Player was purchased and donated by Anthony’s Hair Design and the Asturi Family – Chrissy has installed all music required for all programs and skaters.  Update on Skokie will be given further along in meeting  Registration is going well – no issues with the online and payment options |  |
| **3.0** | **FINANCIAL REPORT** | Kellie provided balances as follows:  **GIC** – $51224.23  **CIBC** **(Operating Account)** – $15048.92  **Lottery Trust** - $43.69  Plan to review coaches monthly billing next meeting – will re-evaluate admin time after Skokie | **Kerri** |
| **4.0** | **SKOKIE SKATE** | Chq for $50,000.00 coming from Skate Ontario (it is minus the levy) – that chq covers our expenses and we profit what is left over after expenses.  Robin still waiting for confirmation on final numbers of officials  Need a judge stand for the Jack Ice - David Brushey has agreed to build this for us.  Our coaches typically take care of supplying (donating) the food for the coach’s hospitality room – The board going to give the coaches $200.00 to help offset that cost to them.  Need to put a call out for volunteers for First Aid on both ice pads. – Kerri has asked her sister (she is a nurse) and she is available  Muriel has prepared schedules for the weekend and has reached out to all contacts that volunteered last year to ensure their availability. | **Robin**  **Muriel** |
| **5.0** | **COACHES** | No signed contracts have been received from coaches yet  Robin brought forward a request from Chrissy that on October 12th Chrissy will be out of town at a comp and would like to ask an out of club coach to cover her club time and private lessons – the board is good with this but we need to confirm her status with Skate Canada prior to her going on ice.  NOTE: AFTER THE MEETING ROBIN REPORTED THAT CHRISSY HAS ACTUALLY DECIDED TO SEND ANOTHER COACH TO THE COMP AND STAY ON OUR ICE DUE TO THE FACT THAT IT WILL BE OUR FIRST NIGHT OF CANSKATE |  |
| **6.0** | FALL ICE & **REGISTRATION** | Still trying to fix contract with the town – lots of difficulties with getting dates correct  Current Registration #’s  Junior – 5 Mon 2 Thurs 5 Both  Senior – 10 Both Rayvn Monday night only on trial  Wednesday – 6  Sunday - 4  CanSkate – 53 All Year 1Night  PowerSkating  Session#1 - 14  Session#2 -21  Session#3- 8  Session#4- 6  Adult PowerSkating – 15  Linda is looking at promoting one of the Senior Level CanSkaters up to Junior ice once the preseason session is complete – the skater is super motivated – we will pro-rate the junior fee since she will be starting late  Need to look for and locate the badges and test sheets as they need to be accessible to all coaches.  Concern brought forward about how the club time is being implemented on the Senior ice and that all skaters are not getting coach time during the club time - Kerri to talk to coaches with suggestions on how the board would like to see the club time run more effectively to ensure all skaters are getting coach lessons on the club time ice.  Looking at planning a coach development seminar on a Sunday ice – Muriel will look into who she could get to come in | **Kerri**  **Kerri**  **Kerri**  **Muriel** |
| **8.0** | **FUNDRAISING** | Independent BBQ – We made $984.55 – donations were low but overall a pretty good weekend. Once again, a struggle to get volunteers – only 4 volunteers were non-board members  Robin will be doing a FundScrip order for Skokie and will put it out to all StarSkaters to see about a group order | **Michelle**  **Robin** |
| **9.0** | **PUBLICITY** | Muriel asking if there is anywhere on our registration form to see how families found out about our CanSkate program – it’s used to help see if any of our advertising is helping - will see about adding that feature next year. |  |
| **10.0** | **NEW BUSINESS** | **150 SKATING DAY- LET’S SKATE TOGETHER –** registration opens Sept 26 - must do it Sunday Dec 10th – our ice is currently set for 10:30-11:30 – we need to have a minimum of 2 hours of ice – Kerri to talk to town to see if we can extend our time or to see if there is 2 hours available anytime that day – looking at doing a CanSkate demonstration, having hot chocolate and cake  **CANSKATE & STARSKATE PARENT BOOKLETS** – Michelle has completed creating the booklets & Kellie was able to get them printed for us getting a great deal. Muriel is taking the booklets and handing them out to families with the newsletter & competition booklet.  **COMPETITION BROCHURE & SKATER WELCOME LETTER –** Muriel has created a competition brochure & skater welcome letter to hand out to skaters on Monday – she showed both to the board and received the board’s approval for go ahead.  **PA WEAR –** Updating Policies with regards to Program Assistants wearing the armbands – Muriel suggested that we purchase red PA Hoodies with the option for the PA to purchase at the end of the season – Muriel will contact Portage Promotions for prices on club jackets and PA Hoodies- Michelle to get Muriel the contact name & number  **BURSARY POLICY-** Information on our webpage and in our policied isout of date and we need to update the information to current information  *MOTION TO UPDATE THE BURSARY POLICY TO CURRENT STANDARDS*  *M/ Muriel S/Michelle Carried*  Michelle will update the webpage and HSC policies to reflect the current information that was discussed at the meeting  **REVIEW OF HOPPING POLICY –** Opening Wednesday & Sunday to all StarSkaters – Michelle will update wording on policy  **STARSKATE HELPER BOARD IDEAS FROM SKATE ONTARIO –** Michelle presented a collage of board ideas from Skate Ontario – will include in minutes so everyone can see it | **Kerri**  **Muriel**  **Michelle** |
| **11.0** | **ADJOURMENT** | Motion to Adjourn at 8:26 pm  M/ Muriel S/ Ryan  **NEXT MEETING: Monday October 23, 2017 @ 6:30 pm at the Summit Centre – Al Thorpe Room** |  |

