



# Executive Meeting Minutes June 2020

<b>Date of Meeting:</b> June 17, 2020		<b>Time of Meeting:</b> 7:30pm
<b>Location of Meeting:</b> Virtual Zoom Meeting (COVID 19)		<b>Snack Responsibility:</b> N/A
<b>Invited Executive:</b> Tara Vatcher, Chalsie Doiron, Robyn Parsons, Krista Hannah, Lynnell Moss, Debra Dolhun, Janine Hauk, Annette Loff, Tammy Schmidt, Cathy Mess		
<b>Regrets:</b> Tammy Schmidt and Chalsie Doiron		
<b>Agenda Item</b>	<b>Content</b>	<b>Actions</b>
1. Welcome	Meeting called to order at 7:32pm	
2. Approval of previous minutes	Motion to approve May Minutes by Deb seconded by Robyn. All in favour, motion approved.	
3. Approval of agenda	Motion to approve June agenda by Robyn, seconded by Tara. All in favour, motion approved.	
4. Email motions	No email motion	

<p>President's Corner</p>	<p>5.1. Mission Statement and Bylaw changes &amp; societies filing – Sarah presented the current “markup” version and explained the rationale for each change.</p> <p>5.2. Conflict resolution &amp; Policy updates</p> <p>5.3. Board Leadership Development Opportunities</p> <p>5.4. AGM Planning Update – Sarah reported that AMHA had a good virtual turnout for their AGM. Discussion regarding hosting a virtual AGM. COVID relaunch info is now available. Date for AGM set for July 21 at 7pm.</p> <p>5.5 Meeting Schedule (Starting Aug-Prelim Plan) August and September will be Zoom. October will possibly be in person. August 18 at 8 to 9:30pm and September 9 at 7:00pm to 8:30pm (both Zoom). October and forward will be reviewed in August.</p> <p>5.6 Succession Planning and Positions – Deb reported back to the board regarding individual interest that was offered following the admin’s email out to the membership</p>	<p>5.1 Sarah to complete cleanup and a markup and clean version will be sent out to board for final review</p> <p>5.2. Tabled</p> <p>5.3 Tabled</p> <p>5.4 AGM will be set for July 21 at 7pm. Janine will contact the accountant for a date that report will be ready for pick up. Sarah, Lynnell, and Deb to prep package to send out. Deb to contact the section to request use of their zoom account</p> <p>5.5 Deb to send out zoom meeting appointments closer to the meeting date</p> <p>5.6 Elections to occur at the AGM</p>
---------------------------	---	---

<p>6. VP's corner</p>	<p>6.1.Survey results - Suggested improvements</p> <p>6.2.Contract Committee Update – Deb reported that Annette and Tara have both offered to participate in the Contract Committee and Lynnell has received feedback from a number of the coaches that they are in support of the additions to the contract committee</p> <p>6.3. Coaches Contracts – Deb reported back that some Letters of Intent have been returned but still waiting for a few more.</p>	<p>6.1. Tabled</p> <p>6.2.</p> <p>6.3. Contract committee will meet to review all Letter of Intent in consultation with Lynnell for the coaching letters.</p>
-----------------------	---	---

<p>7. Finance / Treasurer Corner (Janine's Update)</p>	<p>7.1. Book keeper / Accountant: Janine presented update during AGM discussion</p> <p>7.2 Financial workplan (Cathy &amp; Deb/Sarah): Cathy and Janine to provide training to new treasurer</p> <p>7.3. GIC Update:</p> <p>7.4. Accounts:</p> <ul style="list-style-type: none"> <li>● PA account needs to be pulled into main account – as per accountant, need to highlight the balance for each account and what will be moved over from the PA account</li> <li>● Credits for uplifter – updating policy for using the credits within the fiscal year. (discussion on bottle drives and profit sharing)</li> </ul> <p>7.5. Current Financial Situation: two invoices to pay to the City of Airdrie (power camp and ice booking for October for showcase celebration). Some income coming in for power camp registration, but uncertain what the details will be regarding what programs will be able to run and under what limits due to COVID 19.</p>	<p>7.1. see 5.4</p> <p>7.2. Tabled until elections</p> <p>7.3. Tabled</p> <p>7.4. Cathy to move money over from PA account Cathy and Deb to close the account. Cathy to call the back to determine the process.</p> <p>7.5. Janine and Cathy to pay invoices to the city</p>
--	---	--

<p>8. Fundraiser and Volunteer Corner</p>	<p>8.1.Fundraising Plan</p> <p>8.2. Bottle Drive Update – Bottle drive this weekend with funds to be shared with Airdrie Food Bank.</p> <p>8.3.Update from Businesses – Tara reported that Cobbs is giving to the food bank. Annette attempted to contact with Coop Store manager and will try again this week.</p> <p>8.4.AGLC Casino Update – Sarah cancelled the Presidents Patio license. Sarah reported that the casinos are now open again so we should hear what our date will be soon.</p> <p>8.5.AGLC Bingos – Sarah and Deb to complete form for ASC to request bingos for a fundraiser</p>	<p>8.1. Tabled</p> <p>8.2. meet at the Plainsman at 10am</p> <p>8.3 Krista and Robyn to follow up with their businesses</p> <p>8.4</p> <p>8.5 Sarah and Deb to complete form</p>
<p>9. Assessment Coordinator</p>	<p>9.1. Cleaning up the test paperwork update:</p> <p>9.2. Star 1 to 6 Test Update:</p>	<p>9.1. Tabled</p> <p>9.2. Tabled</p>

10. Administrator Corner	10.1. Home and Garden Show Update – City of Airdrie sent an email that said they are hoping that the show will occur in October 2020.	10.1. await word from the City of Airdrie
11. Director of Skating	<p>11.1. Program and Registration Overview including Stage 2 Relaunch Update: Lynnell and Sarah attended the Section’s Town Hall meeting to receive the section’s info on COVID 19 relaunch regulations, procedures, etc. Lynnell spoke with the City today and there will be a meeting in the future with the City. Motion made by Deb and second to request ice for 2 one- hour sessions during the week of July 20 and 2 one-hour sessions during the week of July 27, preferably day time ice.</p> <p>11.2. Fee Setting Scenario Options for fall 2020</p> <p>11.3. ASC Skater Disciplinary policy wording Update</p>	<p>11.1 Lynnell and Sarah to meet with the City to discuss procedures. Lynnell to do the schedule and Janine to make the ice request.</p> <p>11.2 Tabled</p> <p>11.3 tabled</p>
12. Coaches corner	12.1 Celebration plans Fall 2020 Season Update: Ice booked at the Ron Ebbson on Oct 4 <sup>th</sup> . This is tentative, as COVID restrictions will need to be reviewed as we get closer.	12.1. Tabled
13. Website & Social Media	<p>13.1. Update the website with the board members policies</p> <p>13.2. Dropbox: Sarah to lock contracts folder (DropBox - not able to do this without paying for it) and then all of board will have access.</p>	<p>13.1. Tabled</p> <p>13.2. Tabled</p>
14. Program Assistants’ Corner	14.1. Update – none at this time	14.1.

15. Other items	15.1. Notice Boards Update:  15.2. Certain Bingo Halls will transfer Volunteer Credits to Sports Organization  15.3. Feedback on STAR 1-3 Pilot information:	15.1. Tabled  15.2. Tabled  15.2. Tabled
-----------------	--	--

**Motion:** Cathy motioned to adjourn meeting and Robyn seconded.

Meeting adjourned at 9:42pm

<b>Future meetings:</b>				
<b>Meeting Type</b>	<b>Date</b>	<b>Time</b>	<b>location</b>	<b>Snack responsibility</b>
AGM	July 21	7:00pm	Zoom	
Board meeting	Aug 18	8:00pm	Zoom	
Board meeting	Sept 9	7:00pm	Zoom	
Board meeting	Oct ?	TBD	TBD	