



	<p>-We still require clarification about what advertising can be put up</p> <p>-Glass: needs to be moved, Lynell will look into this further for cost recovery</p> <p>- Vendors: Deb has taken previous Vendor Letter and sent it out. Letter gives two weeks for Vendors to respond if they would like to commit.</p> <p>-Food: Robyn and Krista have reached out to Sorso and Abes with no responses. Discussion about other local alternatives.</p>	<p>Tabled</p> <p>Tabled</p>
6. VP's corner	<p>6.1. Survey results - Suggested improvements – Lynnell and Deb to review info.</p> <p>6.2. Contract committee (Deb, Cathy and Sarah) - All contracts sent. Outstanding contract is Melissa M. Dryland coaches and insurance. – In progress</p> <p>6.3. Coaches Contracts- Pay Dates Needs to be Review 15<sup>th</sup> and 30<sup>th</sup> coaches can charge bi monthly-this needs to be changed In order to cross reference payments so no over charging takes place Wording in contract renewal needs to be reviewed before sending out again in the next contract cycle.</p> <p>6.4. In the process of setting up Mid-Point Reviews for February -Coach Contract Cycle coming to a close. So, this will take a lot of time. -Board needs to assemble a new Contract Committee</p>	<p>Tabled</p> <p>Tabled</p> <p>Tabled until new Contract Committee is formed</p> <p>Contract Committee to do this Chair to take this on</p>
7. Finance / Treasurer Corner (Janine's Update)	<p>7.1. Book keeper / accountant</p> <ul style="list-style-type: none"> <li>• 2017/2018 financials and the coding/ line item review/update</li> </ul> <p>-Book Keeper sent a 2017/2018 Update. Janine still working to align Gala with</p> <ul style="list-style-type: none"> <li>• 2018/19 accounts started by book keeping and she is up to October 2019</li> <li>-2018/2019 Financials still to come. Information was just received for this</li> </ul> <p>7.2 New financial processes - Cathy &amp; Deb/Sarah.</p> <ul style="list-style-type: none"> <li>• ASC exploring changing banks. Deb presented info from ScotiaBank and Robyn brought print info from RBC but plans to follow up with RBC for more detail. Janine and Debra looked at the charges – difficult because of the number of transactions we have (uplifter etc). ATB confirmed that we shouldn't have been paying fees! Debra is going to see if we can get the monies back retroactively. We have a Community Spirit account and should not be charged all the service fee.</li> <li>• AGLC says you need to have a separate account for Casino's</li> </ul>	

	<ul style="list-style-type: none"> <li>• SOCAN - Janine working with the new company that took over the company. SOCAN is still a work in progress</li> <li>• Skate Canada paid by cheque.</li> <li>• EFT-Had been paying Coaches by this and ATB had been charging \$20 per EFT. This can't be happening. ATB is looking into how they can change this.</li> <li>• Over Draft on Credit card is a work in process</li> </ul> <p>7.3 GIC – Deb reported that GIC is currently in a cashable GIC. Deb and Robyn reported on information collected from RBC and Scotia Bank. More exploration to occur with RBC. Deb and Robyn to continue working.</p> <p>7.4 Accounts – will need to be voted at the next meeting</p> <ul style="list-style-type: none"> <li>• PA account needs to be pulled into main account</li> <li>• All other miss. Accounts will need to be pulled into main 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>SOCAN-Janine will continue to follow up</p> <p>Deb and Janine to follow up on all banking items</p> <p>Tabled</p> <p>Tabled</p>
<p>8. Fundraiser and Volunteer Corner</p>	<p>8.1. Fundraising plan:</p> <ul style="list-style-type: none"> <li>• Holiday Season Wine Down – 60 participants, -Profit of Holiday Season Wine Down was _____?</li> <li>• Just AGLC to update: -Sarah has now completed the AGLC Update for the Holiday Season Wine Down</li> <li>• Spring “President of the Patio” with beers and coolers – Robyn (Feb.) End date will be March 20th to coincide with Winter and Spring Registrations. We will stay at 4 people/team with a \$25 credit. Chalsie will work to promote this on FB, INSTA, &amp; Webpage</li> </ul>	<p>Deb-to let us know our profit from this event</p>

	<p>8.2. Alberta winter games 2020</p> <ul style="list-style-type: none"> <li>• Building judges risers in stands: – need to book volunteer dads. There is some lumber in the cage, but would need to be pulled out to see what is there. More information is needed. This is still a work in progress</li> <li>• Speakers: are old and rotten at Plainsman. They are working on a fix to this. Speaker repair continues to be ongoing</li> <li>• Casinos:– 2 casinos for the winter games, which we need volunteers for: March 21-22, if the club members volunteer a shift or two to help the winter games, then there will a return on funds to the club. (Same weekend as Starskate Championship).</li> <li>• Shifts at the games: – need volunteers to sign up to work the games weekend.</li> </ul> <p>8.3. other fundraising.</p> <ul style="list-style-type: none"> <li>• New App for non-profit and local business linkage for fundraising – would be good if this was connected business (i.e. Canadian tire, East Side Sports) – Tara and Sarah to look for more information about it.</li> <li>• Pauls Pizza has been confirmed for March 2<sup>nd</sup></li> </ul>	<p>Outstanding: Sarah will talk with Jeremy and Anita to find out exactly what is required and allowed by the city.</p> <p>Casinos Tabled-Outstanding: Sarah will contact Shawna regarding number of shifts and potential return for ASC. Sarah to follow up with Anita regarding volunteer</p> <p>Janine will send out email for this once Deb drafts up email.</p> <p>Tabled</p> <p>Tara will provide Janine the information a week before this date. Janine to send info out to everyone in an email. Chalise to promote event on social media</p>
9. Test Chair	<p>9.1 Cleaning up the test paperwork – update -One more test to complete then Lynell will upload</p> <p>9.2 Star 1 to 5 test month in planning stage – likely for for December.</p>	Lynnell to upload
10. Administrator Corner	<p>10.1. Janine registered the ASC for the Home &amp; Garden Show April 25-26 - Booth to be confirmed next week.</p>	

	<p>10.2. Picked up 2018-19 year end from the bookkeeper and will have both 2017-18 and 2018-19 statements corrected and ready for the board to look at by January 1 <i>(see above item 7)</i></p> <p>10.3. FYI - Subway donated our last day of skating cookies again this season</p> <p>10.4. We need everyone to get receipts/invoices in in a timely matter and will need to use up gift certificates in Uplifter within a year to track properly through the accounting system – reminders to families to use by the end of the year.</p> <p>10.5. We received our spring ice which runs from May 4 – June 15<sup>th</sup> now we will need to get fees set</p> <p>10.6. For winter, we cancelled Mondays 7:00 – 8:00 pm (Intermediate power session), Wednesdays 1:30 – 2:15 pm (Canskate) and Fridays 1:30 – 2:15 pm (CanSkate)</p> <p>10.7. A skating parent has offered to donate a 10 week registration and skate Canada fee – Janine may know of someone / potential draw TBD.</p>	Sarah to follow up with this donation
11. Director of Skating	<p>11.1. Comp – Lots of kids got personal bests! Sylvan Lake Hotel at Comfort Inn blocked off until Jan 7. Registration closes Jan 8.</p> <p>11.2. Program and registration overview – doing ok. Hoping to keep the same schedule for coaches. -Power: Fall session registrations were low, but looking more promising for Winter.</p> <p>11.3. ASC selling badges/ribbons to other clubs – need invoice</p> <p>11.5. Cage storage requests – pre set contract ready to go with Global Sports Academy but waiting for dustin to get back to Lynnell.</p> <p>11.6. ASC Skater Disciplinary policy currently speaks only to the conduct of skater and not to the conduct of the parent or guardian. Lynnell to change wording of this policy should be changed to be inclusive of the parent or guardian or family member of an ASC skater. Lynnell is still working on updating the wording.</p>	Lynnell still working on badges Tabled  Tabled
12. Coaches corner	12.1. Gala plans for 2019/20 – update/overview. Discussion on the planning meeting about a celebration instead.	Ongoing: Coaches will update us
13. Website & Social Media	<p>13.1. Update website with new board members – Annette and Denika</p> <p>13.2. Update the website with the board members policies – Chalsie has been updating.</p>	Annette and Denika to send Pictures to Chalsie Ongoing

	13.3. Dropbox: Sarah to lock contracts folder in DropBox and then all of board will have access. 13.4. Denika To PDF all Minutes and send them to Chalsie for Posting on Website	Outstanding: Sarah to look at options		
14. Program Assistants' Corner	14.1 Winter update -We have enough PA's for Winter Sessions			
15. Other items	15.1. The notice boards Lynnell –has begun – Plainsman looks great. -RE has been completed  15.2 Certain Bingo Halls will transfer Volunteer Credits to Sports Organization. Look into this for the future			
<b>Motion:</b> Tara motioned to adjourn meeting and Annette seconded.				
Meeting adjourned at 12:01 pm				
<b>Future meetings:</b>				
<b>Meeting Type</b>	<b>Date</b>	<b>Time</b>	<b>location</b>	<b>Snack responsibility</b>
Board meeting	Sun Feb 2	6pm-8pm	REA Boardroom	Chalsie
Board meeting	Sun Mar 8	10am-12 noon	REA Boardroom	Denika
Board meeting	Sun Apr 5	6pm-8pm	REA Boardroom	Tammy
Board meeting	Sun May 3	10am-12 noon	REA Boardroom	Lynnell
AGM	May 2	7pm	TBD	n/a
Board meeting	Sun June 7	6pm-8pm	REA Boardroom	Sarah