



Executive Meeting Minutes

Date of Meeting:	July 11, 2018	Time of Meeting:	7:00 PM – 9:00 PM
Location of Meeting:	Genesis Place – Aecon Room	Snack Responsibility:	Chalsie Doiron
Invited Executive:	Jacki Martel, Andrea Bianchini, Sarah Nunn, Jeanine Schill, Cathy Mess, Lynnell Moss, Kaylee Marcoux, Janine Hauk, Kelly Kirby, Debra Dolhun, Chalsie Doiron, Tara Vatcher, and Toni Doel		
Coaches Rep:		Director of Skating:	Lynnell Moss
Administrator:	Janine Hauk	Regrets:	Janine Hauk, Kaylee Marcoux, Jacki Martel
Absent:			

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Meeting called to order at 7:30 PM							
AGENDA ITEM	ACTION REQUIRED						
1. Welcome & Introductions							
2. Kudos & Congratulations Happy Canada Day on July 1 st !							
3. Approval of agenda Motion to approve agenda by Cathy seconded by Chalsie, all in favor, motion passed.							
4. Review & Approval of Previous Minutes Motion to approve June Meeting Minutes by Deb, seconded by Andrea, all in favor, motion approved.							
5. Email Motions A motion was made to approve the recommended fees for StarSkate Fall and Winter 2018-2019. Motioned by Chalsie, seconded by Andrea, 8 yes votes and 2 no response. Motion approved. A motion was made for the use of the following discounts, on all programs, for our 2018-2019 Fall and Winter season: <table style="margin-left: 20px;"> <tr> <td>Registration by August 15, 2018</td> <td>10%</td> </tr> <tr> <td>Additional Days above Minimums</td> <td>10%</td> </tr> <tr> <td>Multi family member discount</td> <td>8%</td> </tr> </table> Motion made by Sarah, seconded by Kaylee, 8 yes votes and 2 no response. Motion approved.	Registration by August 15, 2018	10%	Additional Days above Minimums	10%	Multi family member discount	8%	
Registration by August 15, 2018	10%						
Additional Days above Minimums	10%						
Multi family member discount	8%						
ACTION ITEMS <u>Completed</u>							

Outstanding

- Lynnell will look into cost of equipment and requirements for City approval to mount TV streaming videos outside office.
- Sandy and Chalsie will set a date to get together to go over social media resources and passwords – Janine has offered and has been helping already.
- Cathy will contact the accountant regarding the possibility of claiming GST that we pay for ice fees.
- Kaylee will put a photo of Tanisha’s award on the website. Kaylee is waiting for pictures – Kaylee has emailed 3 times.
- Lynnell/Janine will update the ASC website with Skate Canada and ASC Policies.
- Lynnell will talk to Janine about how to make review/acceptance of key guidelines a mandatory part of registration (once per year).
- Jeanine will email proposed Bylaw changes to the Board for review – Jeanine will revise this based on the feedback from the AGLC.
- Jeanine will follow up with Board Members on upcoming deadlines/brainstorming project.
- Lynnell will review Core Values/Vision/Mission/Goals and make recommendations to the Board for any changes or updates – ongoing
- Lynnell will put Gala into the timeline for planning purposes. Coaches to share a binder with roles, responsibilities, costumes, photos, programs etc. and will load onto the drop box.
- Cathy/Janine will file society returns for the year.

6. Priority Agenda Items:

6.1. *Special Planning Meeting Scheduled – July 26th*
Location and Time - TBA

6.2. *Financial Process (Jeanine)*
Item postponed for next meeting – (August)

6.3. *Contract Committee*
Item postponed for next meeting – (August)

6.4. *Social Media/Website/Online Content Management (Chalsie)*
Item postponed for next meeting – (August)

7. President's Corner

7.1. *Responsible Coaching Movement*
Jeanine provided a printed hand-out about the Responsible Coaching Movement (RCM). The handout included a checklist, recommended implementation chart, background screening matrix, and Rule of two implementation matrix.

7.2. *Bylaw Changes*
Item postponed for next meeting – (August)
Jeanine handed out Executive Member Role Descriptions and a copy of the Skating Club Organizational Chart for review.

7.2. *Global Sports*
Dustin called into the Board meeting to provide more information about a figure skating program being introduced through Rocky View Schools. The Program will be available at Ecole Middle School in Airdrie for grade 8 Students. Global Sports administers similar (hockey) programs at other

Action Items:

Sarah and Sandy will work together to plan the meeting. Details will be provided to the rest of the board once available.

Board members were asked to review the information.

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No action items.

schools.

The program is a character education program. Designed to promote better sportsmanship and help athletes develop good character. Dustin explained that an athlete's mind-set is very important for success in the program. The program focuses on striving for continual improvement more than elite athletic abilities. Global Sports partners with public schools to provide options other than traditional physical education (PE) for school credit. Participants would earn 10 credits for participating in the class. The classes run from September through June with 60 class sessions, approximately 35 of those sessions are on ice. The middle school uses a 6 day rolling schedule so days of the week for sessions will vary week to week.

Dustin discussed possible collaboration with Airdrie Skating Club where Airdrie Skating Club would deliver the program/expertise and Global Sports would administer the program.

Global sports is also asking for consideration for Airdrie Skating club to push back our currently scheduled sessions by 15 mins two days per week. Impacts for the current members, work load for the club administrator, and costs of moving to premium ice times will need to be carefully considered before a decision is made.

8. **Fundraising & Volunteer Corner**

8.1. *Volunteer/Fundraising Requirements for 2018/2019*
Item postponed for next meeting – (August)

8.2. *Championship Competition – March 2019*
Item postponed for next meeting – (August)

8.3. *Bingo Fundraiser*
Item postponed for next meeting – (August)

8.4. *Alberta Winter Games 2020*
Item postponed for next meeting – (August)

8.5. *Parades and Events 2017/2018*
Review of Canada Day parade postponed for next meeting – (August)

8.6. *Opportunities for Fundraising in 2018/2019*
Raffle Table at Competition

1. Pub Day
2. 50/50 Draw
3. Curling Club Tournament
4. Bacon Sales (or other items/coupon booklets)
5. Wine Survivor. (We can sell tickets on uplifter).
6. Plainsman mini golf

9. **Test Chair Corner**
No new items
10. **Vice Presidents Corner**
 - 10.1. No new items
11. **Admin Corner**
 - 11.1. *Registration*
Registration is ongoing.
Janine is answering lots of questions regarding program information for the Fall.
 - 11.2. *In-ice Textile*
We received the in-ice textile logo for the third rink.
 - 11.3. *Dryland Space and Display*
Dryland space is being booked with Helen.
Janine is working on getting display information correct.
12. **Director of Skating Corner**
 - 12.1. *Program Schedule for 2018/2019*
Item postponed for next meeting – (August)
 - 12.2. *Ice Summit – News from Skate Canada*
Item postponed for next meeting – (August)
 - 12.3. *Power Skating Opportunities*
Item postponed for next meeting – (August)
 - 12.4. *Hiring Update - Coaches*
Item postponed for next meeting – (August)
13. **Coaches' Corner**
 - 13.1. Coaches Photos
No updates
14. **Financial Corner**
 - 14.1. *Financials/Budget*
Item postponed for next meeting – (August)
 - 14.2. *Canada Day Parade*
Total Spend/Budget - Item postponed for next meeting – (August)
15. **Program Assistant Corner**
No new Items
16. **Board Member At-Large**
 - 16.1. *Skater Retention Strategies*
Item postponed for next meeting – (August)

In Camera: Special Planning Meeting Scheduled

Meeting Adjourned: 8:43 PM. Motion to approve by Cathy, Seconded by Andrea, all in favor, motion passed.

PLANNED FUTURE MEETING DATES

Monthly Board Meeting attendance is mandatory but Planning meetings are not

Meeting Type	Date and Time	Location	Snack Responsibility
Special Planning Meeting	July 26 th - TBA	TBA	N/A
Monthly Board Meeting	August 8 th 7:00 PM	Genesis Aecon Room	Lynnell Moss
Monthly Board Meeting	September 10:00 AM	TBA	Jeanine Schill
Monthly Board Meeting	October 6:00 PM	TBA	Janine Hauk
Monthly Board Meeting	November 10:00 AM	TBA	Toni Doel
Monthly Board Meeting	December 6:00 PM	TBA	Andrea Bianchini
Monthly Board Meeting	January 10:00 AM	TBA	Kelly Kirby
Monthly Board Meeting	February 6:00 PM	TBA	Cathy Mess
Monthly Board Meeting	March 10:00 AM	TBA	Kaylee Marcoux
Annual General Meeting	April 6:00 PM	TBA	AGM Dinner

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