



## Board Meeting Minutes

November 11, 2009

### Attendees:

Angela Justason, Brandi Young, Dan Gray, Dominique Loftus, Kim Stewart, Peggy Austen, Robyn Hopkins

### Absent:

Cathy Glavine, Denise Dziubaniuk, Donna Johnston, Mary Lou Mulvey

### Approval of November 11, 2009 Agenda:

- *Approved by Board*

### Approval of October 14, 2009 Minutes:

- *Approved by Board*

### Financial Report:

Robyn

Robyn updated the Board and confirmed that the Club remains in good standings.

### Registrar's Report:

Cathy

No Report at This Meeting

### Publicity Report:

Dan

Dan circulated a summary of new club jacket/fleece/pant options, which the Board offered their comments and suggestions. Dan will do a little more research on the club wear and will make a decision shortly.

### Coach Rep Report:

Brandi

The Board agreed on the following Application Process for staff when non CanSkate coaches apply:

### **New Coach Required:**

a) Coaches rep will contact the Pro Liason to inform the board that a new coach is needed and for what sessions/qualifications etc.

b) Pro Liason will bring request to the board and job description will be determined and posted as per Skate Canada/RSC Guidelines

c) Applications received will be reviewed

d) Hiring committee will be created with at least 1 coach on the committee and interviews will be arranged

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e) Once decision has been made by the hiring committee the applicants will be informed of the decision and the Pro Liason will confirm with the coaches rep who has been hired so that they can be added to the coaches distribution list and the information can be passed on to the staff coaches.

### **Resume Received:**

a) Resume will be forwarded to the Pro Liason

b) Pro Liason will email the Coaches rep with the applicants experience/qualifications/availability.

c) Coaches rep will discuss with all the staff coaches if there is a need for a new coach in the capacity that has been applied for

d) Coaches rep will contact the Pro Liason with the feedback from the coaches re: whether there is a need for an additional coach and if the candidate will be a good fit for the club.

e) If hiring the coach is recommended hiring committee will be established and meeting will be set up with the prospective coach.

Metcalfe is still resolving their issues in regards to a new harness for the Metcalfe Arena. Once this is resolved, Rideau & Metcalfe will pursue the possibility of a joint venture in having a new harness installed at the Leitrim Arena.

RSC Board agreed to pay Andrew & Josée for one hour of ice time spent for the orientation training of PA's for the 2009/2010 season.

Brandi raised a concern with regards to the safety and right of way for both skaters and coaches on the ice. The Board agreed the Club will operate under the following rules:

- During Freeskate sessions - Skaters whose music is playing and they are in their solo have priority on the ice, but are expected to say "excuse me"
- During Dance/Skills sessions - Skaters in a lesson takes priority
- Any issues a coach has with a skater are to be addressed to the skater's coach and not directly to the skater unless there is an immediate safety issue.

The Club agreed to the purchase of a new video camera to be used by all coaches.

Special Events Rep:  
No Report at This Meeting

Mary Lou

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Skater Development: Donna  
Rideau Skating Club test day will be Wednesday, November 18th

Other Business: Board  
The Program Assistant Recognition Policy has now been approved and will be posted on the Rideau website.

The Skater Recognition Policy was reviewed and updated by the Board. Angela will implement the agreed revisions and circulate to the Board for final approval. After final approval from the Board, Angela will have the amended policy posted on our web.

Action Plan:

- **Next Meeting** – Discuss Club's storage requirements.  
**December** – Dispute Resolution Policy  
**January** – Coach Professional Development Policy

Meeting Adjourned – Next Meeting December 9, 2009