

Rideau Skating Club Board Meeting Minutes

October 8, 2008

Attendees:

Angela Justason, Steven Welchner, Marietta Massart, Robyn Hopkins,
Cathy Glavine, Katrina Millard-VanLuven, Donna Johnston, Mary Lou Mulvey,
Tricia Scott, Dan Gray, Kim Stewart

Absent:

Approval of October 8, 2008 Agenda:

Angela

- ***Motioned by Tricia Scott***
- ***Seconded by Cathy Glavine***
- ***Approved by Board***

Approval of September 3, 2008 Minutes:

Angela

- ***Motioned by Tricia Scott***
- ***Seconded by Mary Lou Mulvey***
- ***Approved by Board***

Financial Report:

Marietta

RSC Finances are in good standings.

Marietta reviewed the Program Assistants Recognition System Policy set out by Skate Canada, which Rideau Skating Club follows:

1. Program Assistants that skate for Rideau either as members or non-members skating accounts will be credited and these funds will be used against their club fees for past, current and future seasons.

Where a skater's account has a credit balance and that skater no longer skates (retires) the club will issue a refund on the account to the parents.

2. Program Assistants that do not have an account with the Rideau Skating Club can either request that their accumulated Program Assistant credits be forwarded to their club to be applied against their skating fees at that club or that a gift certificate be issued as proposed in the policy from Skate Canada.

Credits will be issued twice per season.

Action Plan:

DECEMBER 2008 – Marietta would like to discuss outstanding refunds with the Board.

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Registrar's Report:

Cathy

The Synchro Program has been cancelled due to lack of enrollment and the ice has been returned to the City. The Skaters involved in this session will either receive a refund or allocate their credit to another session.

Action Plan:

- **JANUARY 2009 – Review Registration duties i.e. software requirements, so another person can assist with data entries.**
- **FEBRUARY 2009 – RSC would like to offer an info session to CanSkate parents informing them of the figure skating sessions offered once their child has completed their CanSkate levels.**

Publicity Report:

Angela

Dan Gray was welcomed by the RSC Board and will assume the role of Marketing & Publicity.

The Rideau Skating Club has ceased handing out the boxes of Shredded Wheat samples that were provided by Skate Canada due to nut allergy concerns. The remaining boxes will be donated to the St. Mark's Food Bank Drive and Women's Shelter.

In order to update the photos on RSC bulletin board which displays our skaters, the Board would like to invite Alan Dean to come to Rideau to take pictures again this year.

Mr. Meng will take pictures Saturday October 25th for Autumn Skate, Octoberfest and Sectionals, which will be displayed on RSC's website.

Angela advised that she will soon be sorting out the Medal Cabinet. The old trophies will be removed and four new plaques and various RSC mementos will now be displayed.

Action Plan:

- **Marietta & Mary Lou will take care of donating the cereal to St. Marks**
- **Dan will look into delivering the remaining boxes to the Women's Shelter.**
- **Dan will update the RSC bulletin board**
- **Dan will contact Alan Dean to see if he would be available to come to Rideau for a photo day.**
- **Angela will update the Medal Display Cabinet**

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Coach Rep Report: Katrina
Katrina commented that all the sessions seem to be running smoothly.

The coaches have requested that the First Aid kit be checked and ensure that everything is up to date.

Steve passed on a request from Jan & Brandi that Robyn VanShie be allowed to assist them on Tuesday night sessions, which the Board agreed.

Action Plan:

- **Donna will check over the First Aid kit**
- **DECEMBER 2008 – Katrina will review the possibility of offering coaches financial assistance for participating in professional development.**

Special Events Rep: Mary Lou
Dress Sale only (no skates) will be held at the rink Saturday October 25th from 12:00 noon to 2:30 p.m.

Mary Lou is looking into making reservations at Kelly's Welcome for 4:00 p.m. on October 25th to hold the Sectionals Send-off.

Christmas Party will be held Friday December 12th 6:00 – 8:00 p.m. Brandi will be coordinating all ice activities and a form will be sent out with a deadline of December 1st to confirm your attendance.

Action Plan:

- **Mary Lou will post an announcement of the Dress sale and Sectional Send-off**
- **Mary Lou will prepare a confirmation of attendance letter for distribution to all skaters.**

Test Chair Report: Donna
Donna is currently coordinating the 2 girls needed to play music for the November 19 Test Day at Manotick.

The Board made a decision that Music Players for test day would be compensated in the same manner as Program Assistants. Any skaters interested in being music players for Test Day must be at least in Grade 9.

Action Plan:

- **Katrina/Donna will communicate this decision to the coaches should there be any new interested skaters.**

Other Business:

Board

Autumn Skate:

Angela would like to thank everyone that was able to donate some of their time to help at the music table during Autumn Skate.

Newsletter #2:

Angela will be sending out Newsletter #2 to all RSC Families summarizing the upcoming events, Test Days, CanSkate reminders, etc.

Sectionals Ad:

The Board agreed to place a small ad in the Sectional program extending best wishes to our skaters.

Ecuador Skaters:

The Board supports Jan bringing skaters from Ecuador to participate in the Eganville and Prescott Competitions. The skaters will be here from January 17-24, 2009.

Policy Review:

The Board will attempt to review one Club policy per meeting to ensure that all items are updated.

Action Plan:

- **Kim will circulate the Refund Policy with October's minutes, so the Board will have the opportunity to review and bring comments to November's meeting.**

Meeting Adjourned – Next Meeting November 12, 2008