

*Rideau Skating Club
Board Meeting Minutes*

February 11, 2009

Attendees:

Angela Justason, Steven Welchner, Marietta Massart, Robyn Hopkins, Dan Gray, Mary Lou Mulvey, Kim Stewart, Brandi Young

Absent:

Cathy Glavine, Donna Johnston, Katrina Millard-VanLuven, Tricia Scott

Approval of February 11, 2009 Agenda:

- *Approved by Board*

Approval of January 12, 2009 Minutes:

- *Approved by Board*

President's Report:

Angela

Junior Nationals send-off was held at the rink Saturday, January 31st wishing Good Luck to Kailey Taplin and Sam Johnstone in Juvenile Pairs and regular skaters at Rideau: Catherine Culhane with partner Jeff Hough in Juvenile Dance

Equador Meet & Greet Friday, January 23rd upstairs of the Manotick Arena was well received.

Section Awards were selected by our coaches and submitted last week. RSC submitted names for three categories: CanSkater of the Year, StarSkater of the Year and Program Assistant of the Year.

Angela attended the Region 5 last Friday February 6th evening and reported the following:

- Discussion was held whether clubs should do a financial audit review on an annual basis. At this time Skate Canada has not made this a prerequisite
- Long Term Athlete Development – outlines the athlete's stages in their skating career, which could reduce the number of competitions skaters participate in.

Financial Report:

Marietta

RSC are in a similar position to last year with respect to our finances. We have a healthy surplus.

Robyn and Marietta met to discuss ways of performing and dividing up the financial work, and provided a handout with their recommendation to Board Members Responsibilities for Ice Allocation & Budget Process.

*Rideau Skating Club
Board Meeting Minutes*

February 11, 2009

In the past Finance often decided on the dates and budget for the club as a whole and for the new season suggest the club should run in a more traditional way where the responsible individuals provide their dates and proposed budget for their responsible areas.

Robyn has agreed to take on the position of VP Finance for next season, which will leave the position of Treasurer available. In an effort to help fill the Treasurer position, Robyn distributed a Proposed Finance and Accounting Responsibilities.

Action Plan:

MARCH 2009 - Marietta will document considerations we took into account last year in calculating end of year refunds.

Registrar's Report:

Cathy

No Report for February 11, 2009 Meeting.

Action Plan:

Review Registration duties i.e. software requirements, so another person can assist with data entries.

MARCH 2009 – RSC would like to offer an info session to CanSkate parents informing them of the figure skating sessions offered.

JUNE 2009 – Add non refundable Skate Canada fee to new 2009/2010 registration form.

Publicity Report:

Dan

Dan has been working on the display cabinet and has set-up the plaques, but welcomes all creative suggestions.

Pictures have all been settled and the Club has a CD of all skaters that participated in having their photo taken. Dan will print off photos of each skaters to display on our bulletin board.

Publicity Target – looking for other sources to advertise and promote our club.

Jackets – no update to report at this time.

Club Crest – The Club is still considering the cost and requirements of a new design of a crest. The Board will review what our requirements will be for a new crest i.e. stationery, banner, CD cases, ribbons, etc.

Dan prepared a System Review and Renewal summary on RSC requirements for technology improvement.

Action Plan:

Dan will coordinate a technology meeting to look into software and hardware options with a focus on minimizing duplication and sharing data over a secure network. Composition of Committee will be Dan Gray (Chair), Harold Glavine, and Todd Jefferson, with Robyn Hopkins and Cathy Glavine setting out our objectives and maintaining an advisory role. The Committee should then make a report to the Board with recommendations. Aim is to have this approved in March, and ready for Registration in August.

Coach Rep Report:

Brandi

Professional Development policy has been amended and emailed by Katrina. Angela will make one minor change and email Board for approval. All in agreement that the Policy, if passed, will apply this year (for expenses incurred between May 2008 and April 2009).

A quote was received for a new harness for Leitrim at a cost of \$2895 taxes included with a \$500 deposit, which Metcalfe Skating Club would share 50%. The Board has concerns with regards to the maintenance contract provided by the installer, whereas all Coaches must be present for training on the new harness, which could be difficult to coordinate. Also if new coaches were to be hired by RSC, they would require training as well, which could lead to additional costs.

Action Plan:

RSC will investigate other sources and prices for a new harness.

Special Events Rep:

Mary Lou

Fun Day will be Saturday, April 25th

Ice: 1:30 – 5:30 On Ice Activities
Hall: 3:30 – 6:30 Awards & Snacks
Meeting Room: 12:30 – 6:30 Officials & Coaches

Brandi requested that the Board purchase a small, inexpensive printer and stop watch and submit receipts to Robyn

■ **Approved by Board**

EOSIC Send-off will be held Saturday February 14th from 4:00 PM to 6:00 PM upstairs at the arena, with cake, snacks and refreshments provided by the Club. Originally a potluck dinner had been planned, but in view it is Valentine's Day, the Board felt the turnout would be better if we kept the event simple.

Sleepover – date & parent volunteer still to be determined.

*Rideau Skating Club
Board Meeting Minutes*

February 11, 2009

Action Plan:

Brandi will advise Steve how many Non Rideau Skaters will be participating in the Fun Day, so Steve can obtain extra insurance.

Mary-Lou will post a notice of the EOSIC Send-off change

Skater Development: Donna
No Report for February 11, 2009 Meeting.

Other Business: Board
No new business to report for February 11, 2009 Meeting.

Meeting Adjourned – Next Meeting March 11, 2009