



Annual General Meeting Minutes
June 20, 2020 @10:00am Google Meet Videoconference

Attendance: Samantha, Michelle, Tessa, Stephen, Melissa, Brandi, Dan, Sue, Margo, RSC coaches, skaters and families

1. Welcome

- Sam welcomed all
- Approval of AGM 2020 Agenda - approved
- Approval of AGM 2019 (May 25, 2019) Minutes - approved

2. Constitution Changes

a. Presented by Brandi

- The revisions made were sent out along with the AGM invitation; changes predominantly around outdated language and governing body updates, as well as Board position updates
- No questions or objections; motion to accept made by Jan, seconded by Michael Connor. 0 votes for No. Motion carried.

3. Executive Report

a. President's Report

- Successes and achievements over the past year include a new sound system installed at Fred Barrett Arena in conjunction with half the costs (approx. \$10,000) covered by a City of Ottawa grant
- February 2020 was the first CanSkate Challenge, as an introduction to competitive skating, and it was definitely successful
- RSC is planning on hosting the ISU Adult Figure Skating Championship in October 2020, with Jan Calnan spearheading this with other volunteers from RSC and other area clubs
- COVID-19 Response and Return to Play. All skating was cancelled as of 13 March 20, all skaters were refunded for March and April sessions. The club is working with Skate Ontario and Skate Canada, has established an Epidemic Emergency Committee, pushing the City of Ottawa for Fred Barrett Arena to open as soon as possible, and currently has minimal skating hours at Minto Skating Centre, for Star 5+
- Volunteer discussion: Currently 4 vacant Board positions, also reiterated a thank you plus further encouragement to volunteer for specific/single events

b. Vice-President

- Michelle provided a brief synopsis of the VP position including scheduling and hiring of coaches. Mentioned that Robyn Matheson was a new hire for this year, and she has been a good fit. RSC lost Leah Hopkins as a staff coach due to her university commitments, but she has stayed on part time.

- Technical issues had some of her talking points lost
- Pre-written notes from VP, in case of technical issues:
 - *Although the finish wasn't quite what we expected we had a great start to our season.*
We had the pleasure of welcoming new coaches.
Robyn Matheson joined us as a staff coach and Kaitlin Cook as an associate coach.
Although Leia Hopkins resigned as a staff coach to focus more on school she continues to coach with us for which we are grateful.
We also welcomed many new CanSkate coaches this year and although their season was cut short I'm sure they will all be happy to get back on the ice next year.

c. Treasurer's Financial Report

- Tessa reminded all attendees to go in and complete the online survey before the end of the meeting in order to qualify for a CanSkate or StarSkate gift certificate
- The annual financial statements have been delayed from the accountant, however receipt should be no later than end-Jun. Tessa encouraged anyone interested in viewing them to contact her directly or to wait a bit longer and they will likely be posted on the RSC website soon
- May-April is the club fiscal year. This past year's joint programming with Metcalfe SC was successful and profitable. Fall/Winter registration was the most successful to-date. COVID refunds had an impact, but the RSC is not in financial danger. The City of Ottawa refunded RSC for prepaid ice, in turn helping the club refunds. RSC paid the coaches for the cancelled F/W sessions and then offered a temporary professional development program to staff coaches for April, May, and June. The bank account is still in good shape due to maintenance of a recommended cushion. Tess is confident in RSC's recovery.

d. Registrar's Report

- Helen unable to attend and has resigned – no report

e. Publicity Report

- Melissa recapped events RSC participated in throughout the year. Noted that \$475 was raised through Fundraising efforts, including the continuing sale of RSC logo'd headbands and hats.
- She also noted that the RSC Facebook page now also has a used sales page, new this year.
- Social media platforms used by RSC include Facebook, Twitter, Instagram, and a brand new YouTube channel – the recording of this AGM will be published on that channel
- Also new this year, she requested local schools to distribute RSC flyers
- Melissa finished with a request for volunteers to fill Fundraising or Publicity board positions

f. Special Events

- Position vacant, no report

g. Test Chair Report

- Stephen reported that Skate Canada had realigned the Star Skate program as of Sep 2019 and that meant last summer's test day was very large at 33 tests for the day. This spring was also on track for being large, at 58 requests submitted for 28 April, but was subsequently cancelled due to the COVID restrictions
- Additionally, Skate Ontario has dictated there will be no test days scheduled for summer 2020

note: 31 attendees at this point

h. Fundraising/Strategic Planning

- Position vacant, Melissa covered material within her Publicity report

i. Coach's Report

- Brandi began her report with congratulations to the skaters who would have competed at the provincials and potentially beyond: Liam & Chloe, Paxton & Penelope, and Aiden O. A special acknowledgement to Andrea Srouji for being awarded the Skate Ontario StarSkate Athlete of the Year. A thank you, as well, to all volunteers throughout the year
- She reiterated that RSC has begun to return to the ice thought Minto Skating Centre
- Brandi mentioned some new programs the coaches are bringing in for the upcoming year: a new transition program from FutureStars to StarSkate, plus new Skater Development opportunities for skaters to advance faster and to improve on "soft skills"

j. Goodbye and Thank You's to Board Members Leaving

- Leaving the Board this year; Helen Weekes. Vice-President and Publicity are vacant. Secretarial note: Michelle Carney and Melissa Sargent have agreed to continue with these duties until the positions are filled
- Currently, RSC Board has four vacancies: Vice President, Publicity, Special Events, and Fundraising (Registrar position has been eliminated)
- A skater recognition event will, hopefully, occur in the Fall, since it was not viable with current circumstances

4. Election of Executive for 2020-2021

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| • President | - Samantha Roeske |
| • Vice-President | - Michelle Carney, if no replacement |
| • Treasurer | - Tessa Hermelin |
| • Secretary | - Sue Stadnisky |
| • Test Chair | - Stephen Karl |
| • Special Events | - vacant |
| • Fundraising | - vacant |
| • Coaches' Representative | - Brandi Young |
| • Publicity | - vacant |
| • Member-at-Large/Advisory | - Dan Gray |

- Motion to keep executives made by Jan Calnan, seconded by Brandi Young. 0 opposed.
Motion approved.

5. Adjournment

30 attendees online at this time of 10:35am

- Tessa has closed the form and allowed for her program to randomly draw a winner for/from CanSkate – must be in attendance: #9 Olivia Lie/Jenna Dong – do not appear to be online therefore excluded. Second drawing is #4 Ethan Matheson/Robyn Matheson. For StarSkate - #21 Keira Braid/Tina Braid. \$25 gift credits for both skaters will be put to their club accounts by Margo
- Open the floor – no questions or comments
- Sam called the meeting complete at 10:40am