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| Meeting Information |
| Date: | **September 26, 2017** | Location: | Pinecrest Room |
| Time: | 6:45-9:00pm | Meeting Type: | Board Meeting |
| Facilitator | Lynda Ostashek | Note Taker | Courtney Panas |
| Attendees: | Please advise Lynda if not able to attend.Bev MarieCara LyndaCourtney ReneDiane Shannon |
| Quorum: | 5 of 8 (unavailable to attend – Rene) |
| **Preparation for Meeting** |
| Please Read: | <https://campbellriversc.uplifterinc.com/pages/Meetings/September-26-2017/> [Dates to Remember](http://www.campbellriverskatingclub.com/about/news/dates-to-remember-1718/) |
| **Signing of Coach contract and MOU.** |
| **standing AGenda Items** | **Presenter** | **Time AlloTted** |
| 1 | Call to order | Lynda |  |
| 2 | Quorum (5 of 8 Board members)—if no quorum is reached the meeting reconvenes to the following month. | Courtney |  |
| 3 | Agenda—motion to Approve the Agenda. | Lynda |  |
| 4 | Previous Minutes (April) | Courtney |  |
| 5 | Secretary’s Report (Awards Banquet) | Courtney |  |
| 6 | Correspondence | Lynda |  |
| 7 | Finance | Lynda |  |
| 8 | Policies and Procedures | Lynda |  |
| **Action Items from Previous meeting(s)** | **lead** | **Due Date** |
| 1 | Lynda will draft a Club Safety policy with input from Coaches, etc. and present for approval. | Lynda | ongoing |
| 2 | Coach completion of online course allowing them to assess their own skaters for testing. Certificate to be forwarded to Lynda for their personnel file. | Rae Anne | ongoing |
| 3 | Motion to close the Ice Show account and put balance in the General Account with sub-acct titled Ice Show. | Lynda | Sept 26/17 |
| 4 | Gaming Grant Workshop, send out notes. | Lynda | Sept 26/17 |
| 5 | Planning Meeting, send out Agenda. | Lynda | Sept 26/17 |
| **Reports** | **lead** | **Time AlloTted** |
| 1 | President/Vice-President’s Report | Lynda/Diane |  |
| 2 | Registrar’s Report | Marie |  |
| 3 | Recreation Director | Cara |  |
| 4 | Test Chair Report | Lynda |  |
| 5 | Publicity Report | Bev |  |
| 6 | Director of Skating Report | Rae Anne |  |
| **New Items** | **Responsible** | **time allotted** |
| 1 | Invitation to Region Chair/Board to attend one of our Board meetings. | Lynda |  |
| 2 | Volunteer Form | Diane |  |
| 3 | Code of Conduct | Diane |  |
| 4 | Gala 2018 |  |  |
| 5 | AGM | Lynda |  |
| 6 | Nationwide Skate Event, Canada 150, Dec 10 | Lynda |  |
| 7 | Skate-a-thon |  |  |
| 8 | Christmas Family Skate |  |  |
| 9 | Bagging Groceries | Bev |  |
| 10 |  |  |  |
| **ADJOURNMENT \_\_\_\_\_\_ p.m.** |
| **NEXT MEETING: October 24, 2017 “tentative” yes/no** |