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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 Marie  Cara Lynda  Courtney Rene  Diane 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** | | | | | | |