

AGENDA – CAMPBELL RIVER SKATING CLUB

BOARD MEETING

MEETING INFORMATION

Date:	April 27, 2017	Location:	Pinecrest Room
Time:	7:00-9:00pm	Meeting Type:	Board Meeting
Facilitator	Lynda Ostashek	Note Taker	Courtney Panas
Attendees:	Please advise Lynda if not able to attend.		
Quorum:	5 of 8		

PREPARATION FOR MEETING

Please Read: All items found in the April meeting Uplifter folder
<https://campbellriversc.uplifterinc.com/pages/Meetings/April-2017/>

STANDING AGENDA ITEMS (13 min.)	PRESENTER	TIME ALLOTTED
1 Call to order	Lynda	1 min.
2 Quorum (5 of 8 Board members)—if no quorum is reached the meeting reconvenes to the following month.	Courtney	1 min.
3 Agenda—motion to Approve the Agenda.	Lynda	1 min.
4 Previous Minutes	Courtney	3 min.
5 Correspondence	Lynda	2 min.
6 Finance	Rene/Lynda	5 min.

ACTION ITEMS FROM PREVIOUS MEETING(S)	RESPONSIBLE	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 Keri	ongoing

The following reports are provided a minimum of a week prior to the meeting to give all Board members the opportunity to digest the information. If clarification or additional information is sought, this is to be shared a minimum of 3 days prior to the meeting.

REPORTS	RESPONSIBLE	TIME ALLOTTED
1 President/Vice-President's Report	Lynda	No report
2 Registrar's Report	Marie	No report
3 Fundraising Report	Vacant	No report
4 Test Chair Report	Shannon	No report
5 Publicity Report	Bev	No report
6 Head Coach Report	Rae Anne	No report

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NEW ITEMS	RESPONSIBLE	TIME ALLOTTED
1 Ice Allocation for 2017/2018	Lynda	2 min.
2 Gaming Grant Workshop	Lynda	Carry forward
3 Planning Meeting	Lynda	Communicating through email
4 Awards Banquet	All	20 min.
5 Summer Schedule, Pricing and Uplifter	All	20 min.
6 Branding, Logo, Clothing, Merchandise impact to community	All	Carry forward
7 Canada Day Parade	All	Carry forward
8 Hiring Committee Report	Lynda	4 min.
9 Host Inter Club November 2018— <i>discussion point only</i>	Lynda	5 min.

ADJOURNMENT _____ p.m.

NEXT MEETING: May _____, 2017