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| Meeting Information | | | | | | |
| Date: | | **February 20, 2018** | Location: | | Pinecrest Room | |
| Time: | | 6:30-8:30pm | Meeting Type: | | Board Meeting | |
| Facilitator | | Lynda Ostashek | Note Taker | | Lynda Ostashek | |
| Attendees: | | Please advise Lynda if not able to attend.  Bev Sue  Cara Lynda  ~~Courtney~~ ~~Rene~~  ~~Shannon~~ Rae Anne | | | | |
| Quorum: | | 5 of 8 | | | | |
| **Preparation for Meeting** | | | | | | |
| Please Read: | | <https://campbellriversc.uplifterinc.com/pages/Meetings/February-20-2018> | | | | |
| **standing AGenda Items** | | | | **Presenter** | | **Time AlloTted** |
| 1 | Call to order | | | Lynda | |  |
| 2 | Quorum (5 of 8 Board members) | | | Lynda | |  |
| 3 | Agenda | | | Lynda | |  |
| 4 | Previous Minutes (January) | | | Lynda | |  |
| 5 | Secretary’s Report | | | Lynda | |  |
| 6 | Correspondence | | | Lynda | |  |
| 7 | Finance | | | Lynda | |  |
| 8 | Policies and Procedures | | | Lynda | |  |
| **Action Items from Previous meeting(s)** | | | | **lead** | | **Due Date** |
| 1 | Big Truck Parade. BF to July meeting. Ref Nov/Jan mtgs. | | | Cara | | July mtg |
| 2 | Courtney to prepare a Guideline document to coincide with the fundraising tracking spreadsheet. Ref. Nov/Jan mtgs. | | | Courtney | | Carried Forward |
| 3 | Club Jackets. Ref. Nov/Jan mtgs. | | | Courtney | | Carried Forward |
| 4 | Lynda will draft a Guest Coach Policy. Ref. Jan mtg. | | | Lynda | | Carried Forward |
| 5 | Club Safety Protocol. | | | Lynda | |  |
| 6 | Requests for Refund. | | | Lynda | |  |
| 7 | Pete’s Skate Shop. Lynda will ask if he has jackets. | | | Lynda | |  |
| 8 | Gala | | | Rae Anne | |  |
| 9 | Club email. Lynda to complete and draft a protocol for managing data. | | | Lynda | | Carried Forward |
| 10 | Meeting dates. Recommend changing the March meeting to the 13th. Recommend changing the meeting to the 1st Tuesday of the month. | | | Lynda | | Discussion |
| **Reports** | | | | **lead** | | **Time AlloTted** |
| 1 | President Report | | | Lynda | |  |
| 2 | Registrar Report | | | Lynda | |  |
| 3 | Recreation Director Report | | | Cara | |  |
| 4 | Test Chair Report | | | Lynda | |  |
| 5 | Publicity Report | | | Bev | |  |
| 6 | Director of Skating’s Report | | | Rae Anne | |  |
| **New Items** | | | | **Responsible** | | **time allotted** |
| 1 | Ice Allocation for Summer and 18/19 season | | | Rae Anne | |  |
| 2 | Pete’s Skate Shop | | | Lynda | |  |
| 3 | Coach Posting | | | Lynda | |  |
| 4 | Gala | | | Rae Anne | |  |
| 5 | Any points outstanding re. email of items discussed via email as Dec. mtg cancelled? | | | Rae Anne | |  |
| 6 | Lindt Stars on Ice. | | | Lynda | |  |
| 7 | VISI volunteering and basket | | | Lynda | |  |
| **ADJOURNMENT \_\_\_\_\_\_ p.m.** | | | | | | |
| **NEXT MEETINGS:** *starts at 6:30pm, in the Pinecrest room unless otherwise advised*March 20 | | | | | | |