Campbell River Skating Club Executive Meeting

May 25, 2016, at 5:15 p.m., Pinecrest Room

**MINUTES**

This was our first Executive meeting for the skating season 2016/2017. We took some time to welcome and to introduce the Executive. Club office orientation and office key sign out was completed. Each member reviewed and signed the Oath of Office Confidentiality. Courtney will retain these signed forms.

1. **Call to order:** The meeting was called to order at 5:32 pm by Lynda Ostashek.

2. **Quorum (5)**: 6/7 Executive = Total: 6; quorum obtained.

***In attendance****: Lynda Ostashek, Diane Bouchard, Bonnie Strauman, Marie Minfray, Courtney Panas, Rene Prinsloo.* ***Regrets****: Shannon Mather.*

3. **Agenda (e):** Motion to Amend Agenda as Necessary. No motion and no amendments made.

4. **Approval of the minutes of the meeting on April 20, 2016 (e).**  Motion that the minutes be accepted made by Bonnie Strauman and seconded by Lynda Ostashek. Carried. Only those in attendance at the April meeting can make the motion.

5. **Correspondence (e)**

**Incoming**

* Strathcona Regional District April Invoice.
* Canada Revenue Agency Statements April statement.
* TELUS Communications April Invoice.
* April bank statements.
* WorkSafeBC 2015 Employer Payroll and Contract Labour Report Reminder.

**Outgoing**

* Strathcona Regional District, April Invoice PAID.
* Canada Revenue Agency, April payroll PAYMENT.
* TELUS Communications, April Invoice PAID.
* WorkSafeBC 2015 Employer Payroll and Contract Labour Report submitted with payment made at HSBC.
* Clothing exchange program payment to Rose Lorenz.
* Clothing exchange program payment to Hannah Damer.

**Sanctions** – N/A

**6. Secretary’s Report (Diane Bouchard):**

No report.

**7. Finance Report**

**7.1 Account Balances**

Bank Statement Balances:

March 2016

Ice Show $754.21  
General Acct $26,615.35  
Gaming $10,760.09  
 $38,129.65

April 2016

Ice Show $1,275.99  
General Acct $18,794.74  
Gaming $10,760.18  
 $30,830.91

Current

Ice Show $7,245.02  
General Acct $18,994.51  
Gaming $           5.27  
 $26,244.80

**7.2 Gaming**

Gaming Event Revenue Reports and Gaming Account Summary Report will be submitted to Gaming Branch, Victoria, by the end of the week. Gaming Grant online Application will be next in the que to be completed. Deadline is May 31st.

Motion made by Lynda Ostashek that the finance report be accepted, Seconded by Rene Prinsloo. All in favor. Carried.

**8. Reports**

**8.1 President’s report**

**a) 2016/2017 Ice Allocation and Schedule.** We have the same ice times that we had last year. Will wait for a second Coach before a schedule can be completed.

**b)** **Vacancy posting for Club Coach Update.** We have received 4 applications. Applicants are all out of Canada. Skate Canada has stated that credentials are not transferable and that candidates would have to go through the Skate Canada certification process. Lynda will provide applicants’ resumes to the Club Coaches for information.

**c) Summer 2016 Registration Update.** Forms will be sent out as soon as possible. Courtney suggested a Boot Breaker Camp.

**8.2 Vice-President’s Report**

None.

**8.3 Registrar’s Report**

None.

**8.4 Publicity Director**

Bonnie will speak with Trina to see if she is willing to update our ad for the Fall/Winter Recreation Guide. Wanting to include our online registration information. No information on deadline for submitting ads have come out.

**8.5 Test Chair**

A couple of skaters tested at the Comox Club.

**8.6 Fundraising Director**

A fundraising meeting is planned for the near future. The hope is that a Fundraising Director will emerge from this group.

**9. New Business**

None.

**10. Next Executive Meeting:** first choice isJune 16 (Thursday) at 5:15 p.m., Pinecrest Room and the second choice is the Tuesday, June 14th.   
June 16th is confirmed.

**11**. **Adjourned:** Meeting adjourned at 6:20 pm.