



# EXECUTIVE MEETING MINUTES

**Date:** April 8, 2008  
**Place:** Thomas' Residence  
**Call to order:** 6:46pm

**In attendance:** Cam McLean, Terry Thomas, Lisa Watson, Melissa Kerr, Jen Devost, Terry Montgomery, Terry Montgomery, Richelle Rothecker,

**Regrets:** Angela Crone, Joan Holmes, Donna Hlushak, Lynnell Moss, Jo-Anne McAvena

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## Approval of Minutes

Review of Minutes from March 11, 2008  
Motion to approve the minutes by: Lisa Watson  
Seconded by: Jen Devost  
Carried

E-mail Motions to read into minutes:

*Motion: For ASC to recognize Coaches associated with skaters participating at this years 2008 GALA with a gift basket. Amount per basket not to exceed \$25.00 per basket.*

Motioned by: Melissa Kerr  
Seconded by: Angela Crone  
Carried

## Coaches Gifts

- flowers, bonuses, dinner, what do we want to give
- Bonus's have been quite awhile ago
  - o The club financially is doing well, due to our successful skating season
  - o Previous years we have not been able to do this, really depends on the financials of the club from year to year
  - o The success of the club reflects directly with the coaches and how they run the programs
    - Jo-Anne, Richelle & Lynnell - \$100
    - Bobbi & Chalsie - \$75
    - Cheryl & Rhonda - \$50
  - o Other Adult coaches and PA's
    - Michelle Rhodes - ASC 100% subsidizes her children in the program as a thank-you for her time and dedication. A 'Thank-you card' will be done up
    - Darwin McPhee and Curtis perhaps should get a thank-you card and a gift card from Walmart for them to buy what they wish

- Terry M to do Thank-you cards w/Walmart for Darwin & Curtis and mail them out
  - o Lisa to confirm with coaches who will be at the AGM
  - o Melissa to get Flower from Costco for Contracted Coaches

*Motion: For ASC to give all contracted coaches a 'Year-end' bonus in the amounts of, \$100 for Jo-Anne McAvena, Richelle Rothecker, Lynnell Moss; \$75 for Bobbi Magee & Chalsie Nixdorff; \$50 for Cheryl Hrynkiw & Rhonda Grenier. \$50 Walmart Gift Card for Darwin McPhee and a \$25 Walmart Gift Card for Curtis.*

Motioned by: Lisa Watson

Seconded by: Cam McLean

Carried

\*\*\*See amendment note below

### Executive Vacancies

Past President - Cam McLean will be stepping down

- as this is a 'past' position, this position will remain open

Vice President - Lisa Watson will be stepping down

- Janine Constant has agreed to run for the VP position, however she will not be able to attend meetings until September due to prior commitments

Treasure - Open Position

- no one currently running

Director - Joan Holmes will be stepping down

- Teree Holkanson will run for the position

Director - Jen Devost will be re-running

Director - Open position

- Dawn Halverson will run for the position

Terry Thomas has also approached Caylee Cooper but has been unable to actually sit and talk with her. Amanda Nolan & Tayna Dowie both declined the offer to run.

### AGM

- Terry M to get Thank-you cards, coaches cheques & cheque book to Lisa prior to Saturday evening
- Cam to get plates, cutlery & paper rolls for tables from Plainsmen
- Lisa to get
  - o Beef on a Bun from Butchers for 80 people
  - o 10 Doz Buns
  - o Butter, horseradish, coleslaw dressing
- Yvonne to be asked to make her Oriental Salad with reimbursement from the club
- Melissa to get from Costco
  - o Veggie Tray
  - o Fruit Tray
  - o Coleslaw
  - o Munchie Mix (2 bags)
  - o Carrot Cake & a Chocolate cake with Vanilla Buttercream Icing
- Terry T to bring 2 crock pots
- Richelle to send AGM list the she has to Terry M,
  - o Terry M to consolidate it and re-send out to Terry T and copy in Lisa Watson

- Projector was to come from Joan's work, however she is on holidays.
  - o Lisa to check to see if she can borrow a LCD projector from work
  - o If that doesn't work, Richelle will see if she can find a place she can rent one from
- Reserve first 2 tables up front for the skaters so that they are front for the presentations
- Terry T to bring karaoke machine & mic
- AGM will start at 7pm, set-up starts at 5pm.
  - o Should be quick, no changes to by-laws, Lisa to M/C
- Agenda
  - o Welcome
  - o Introduction of Current Executive
  - o Review minutes of last year AGM
  - o Election (Terry Thomas)
    - Director (2)
    - Vice President
    - Treasure still open
  - o Program Reports (Richelle & Jo-Anne)
  - o Treasure Report (Terry Thomas)
  - o Test Achievements (Donna)
  - o 5 minute question period
  - o Meeting Adjourned.
- $\frac{1}{2}$  Dinner Break
- Introduce Coaching team,
  - o Present flowers
  - o Coaches Presentation - Richelle, Jo-Anne, Lynnell & Rhonda
- Melissa to type up Agenda, photocopy Financials & previous minutes of AGM 2007

### Financials

- Accounting is complete up to the end of February. March is not completed as of yet due to the March bank statements not being received
- There's a huge difference in ice fees from last year to this year. Last years fees were subsidized by the Casino account; that account is depleted now and we are paying ice fees out of the General Revenue Account
- Insurance was posted to the in-correct account last year, so this is why there's a difference there
- Charge backs are being posted through the skating programs this year

### Coaches Report

#### Spring School

- Just started yesterday, things are going smoothly so far
  - o Only one pull from Spring School

#### PA Outing

- every year coaches are very impressed with the PA's, but this year was very exceptional. Richelle would like to take the PA's to Lloyd's Roller-skating Rink as a club sponsored outing for all PA's.

- Cost would be \$6/person, thinking of May 9<sup>th</sup> or Sunday May 11<sup>th</sup> in the afternoon
  - o Both times are open to General Public; might be worth looking into renting as a private booking. It's felt that it would create more of a 'team bonding' environment if it were only the ASC girls out there.
  - o skate rental is free over 20 persons; otherwise it's \$2 per person

*Motion: For ASC to sponsor a 'Team Bonding/PA Outing' for all 2007-2008 PA's. Cost not to exceed \$500.*

Motioned by: Lisa Watson

Seconded by: Terry Thomas

Carried

#### Microwave

- Jo-Anne would like a microwave for the coaches and PA's to use.
  - o The TV that is there needs to be donating to the first available garage sale or taken to a recycling depot
  - o Melissa to check into a 'donated' microwave
  - o Tabled until next meeting

#### New Music Room

- is it possible to build a new music room with a toy room attached
  - o what is the city doing with the Plainsmen?
  - o We know it's going to be awhile until the 3<sup>rd</sup> phase of the Wellness Centre is completed and we are running out of room with the current space we have
  - o could we apply for a proper room? Gut what is there and start fresh with a hired contractor to build a 'heated' music room with storage attached?
  - o how much space would the city allow us to have if we could do this
    - If we could double the room that we have now, we would have the room for shelving, mini kitchen for the microwave.
    - Perhaps even a 2 level room, toys underneath, music playing up top to actual see the ice
- July and August would be the time to do it....if someone could throw something together and get it to Terry M, she will present to the city and see if it's even possible
  - o Terry T to put some information together

#### Seminar

- National Coaches Conference is in Regina this year. Usually it's further east and our coaches can't make it work to attend. This year Jo-Anne and Lynnell would like to attend and would like to see if it's possible for the club to help pay some of the costs.
  - o Conference fee is \$220.00/each
  - o Plus traveling expenses and hotel
- it's important for the coaches to go, anything that they can bring from the conference would be a bonus for our club

*Motion: For ASC to pay \$220 conference fee, plus an additional \$130 to help with additional traveling expenses (total of \$350 each), for Jo-Anne McAvena & Lynnell Moss to attend the National Coaches Conference in Regina, SK this year.*

Motioned by: Cam McLean

Seconded by: Terry Thomas

Carried

#### New Coaches Jacket

- Coaches needs warmer jackets. Jo-Anne doesn't even wear hers' that she has now due to it not being warm enough.
  - o We do have more coaching staff than when the club ordered the last batch of Coaches jackets
  - o Twizzlepicks will do up a quote and present to the board at the next scheduled meeting

#### Coaches Rep Board Position

- Is the board 'ok' with 2 coaches switching on and off, as they have had to do over the year due to babysitting and prior commitments.
- Is the board 'ok' with Richelle being a Coaches rep perhaps?
  - o She's not on the StarSkate ice as Jo-Anne and Lynnell are, however she has a very good knowledge of what's going on with all ice times
    - Richelle and Jo-Anne are in close contact with each other so much that it doesn't matter if Richelle is not on the StarSkate ice
    - Richelle would be more available to come due to dynamics within each coaches families as well ie: spouses schedules, babysitters etc
- ASC executive doesn't have a problem with whomever the coaches decide to send as their coaches' rep. As previously motioned on, when more than one coach is present at a meeting, there still is only one coach's vote, which would be decided on prior to the start of the meeting. The decision still remains to the coaches as to who they choose for the representation at the executive meetings.

#### Next Meeting

May 13<sup>th</sup>, 2008 at 6:30pm, location TBA

Meeting adjourned at 8:25pm; Passed unanimously.

**\*\*\*Note: These minutes are unapproved until the next meeting**

### Amendments to April 8, 2008 Executive Meeting

**Date:** April 12, 2008, Airdrie Royal Canadian Legion, Prior to AGM

**In attendance:** Cam McLean, Terry Thomas, Lisa Watson, Melissa Kerr, Donna Hlushak, Jen Devost,

*Motion: To amend the previous Coaches Bonus of \$100 each for Jo-Anne McAvena & Richelle Rothecker to \$250.00 each.*

Motioned by: Lisa Watson

Seconded by: Terry Thomas

Carried