



Campbell River Skating Club Board Meeting Minutes

Board Meeting on August 23, 2022 at Strathcona Gardens Complex, Pinecrest Room, Campbell River, BC

Attendees: Rene, James, Sue, Rory, James, Kelsey, Sarah, Heather

Regrets:

Absent: Shannon

1. Call to order made at 6:47pm
2. Quorum: 7 of 8
3. Approval of the Agenda
Motion to Approve the Agenda and amend as needed.
1st – Sarah; 2nd – Kelsey. Carried.
4. Minutes from the SGM
Reviewed, no further edits.
Motion to adopt the minutes as presented.
1st – Rene; 2nd – Kelsey. Carried.
5. Correspondence
 - a. Highlights from the CanSkate Update for Coaches
 - b. Registration for seminar in September
 - c. ACTION – Sue to talk to the Section about having the correct Campbell River Skating Club name - done Section is looking into.
6. Reports
Finance: 3 companies outstanding for sign rentals, discussed options for invoicing.
President: report attached
Registrar: no report
Assessment Coordinator: no report
Coaches Representative: report attached
Fundraising: Discussion on the use of Boston Pizza and other opportunities to fundraise.
PR: report attached
Motion to accept the reports as submitted.
1st – Sarah; 2nd – James. Carried.
7. Updates

- Signed the oath of office and consent to act as director paperwork
- Teamwear update, decision made on the jacket and to check in and order a few extra jackets.
- Still require an event coordinator, make this a standing item. Please refer to the Board internal calendar on Google Drive for information on activities and events.
- Mission Statement discussion will be coordinated for the next meeting.
- Competitions/Ice Shows/PA general updates. Congratulations to the 4 skaters who went to summer skate, and there will be an article drafted. Reminder that the members center has a calendar of events, the next event is November 18-20 in Mill Bay.
- Phone use in offices – phone is no longer required.
Motion to cancel the phone line in the offices.
1st -Sarah; 2nd – Rene. Carried.
- Discussion on coaching training and use of budget to support travel.
Motion to Provide Trina with seminar and educational expenses, up to a maximum of \$2,000.
1st – Sarah; 2nd – Kelsey. Carried
- Meeting moved to In Camera to discuss coaching salaries and contracts.

8. Policy Review

PA policy was discussed. Edits were put forward and recommendations to adjust the policy.

9:10 pm. Meeting adjourned.

Presidents Report –August 2022

April 24/22 - Attended the VI Region AGM

Highlights:

- September Seminar will go ahead
- Region Board elected positions
 - o Region Chair – Karen Mallon
 - o Treasurer – Judy Burwash
 - o Director at Large – Brenda Reder

April 29-May 1/22 - Attended BC/YK Section AGM and Awards April 2022

- Overview of Skate Canada's Long Term Development plan by Dr. Shae Zukiwsky
- Panel of 2022 Olympic officials – Tracy Wilson, Janice Hunter, Dr. Shae Zukiwsky, Kelly Cruickshank

May 25/22 - Fall/Winter Ice Allocation meeting with Facility and CRMH

May 28/22 – Completed and submitted Community Gaming Grant Application

July 12/22 – Rory and I met with CRMH Jenaca and John to investigate the possibility of sharing Saturday morning ice for U7 and U9 – CRMH run practice, CRSC run PowerSkating – 3 groups 20 minutes per group. Ultimately a balance could not be found to make this sharing of ice possible for Fall. We will continue to discuss possibilities with CRMH.

July 28/22 – Completed and submitted Vancouver Foundation 2022 Recovery and Resiliency Grant Application.

August 20/22 – Registered CRSC with Skate Canada for 2022/2023 season

- Registered for Club Liability Insurance through BFL Canada
- In the process of registers Board Members, officials with Skate Canada

Sue Smith

President Campbell River Skating Club

BOD Reports - Director of Programs - 2021-2022		Aug
Note that this is not a complete list. Questions regarding this report can be directed to director@skatecampbellriver.ca		2022
Administrative		
Equipment		
Next projects:	Sue and I are working on getting the off-ice jump harness installed. I will be purchasing a second tablet to serve as a back up to the first, plus a means to cataloguing/recording video for on and off-ice learning.	
Communication		
Registration Reminders	Competition, move ups, registration reminders, seminar invites and many more communications have occurred.	
Music	Additional discussions/meetings to work towards increasing consistency and quality of sound in Rink 2 have occurred.	
Jade Meetings	Weekly meetings with Jade have been conducted to detail out lesson planning, curriculum, awards, marketing, competition outcomes and various other tasks. Discussions on the eventual transition of CS duties have also taken place.	
Google Workspace	Folder creation, email set-up and other associated tasks including training are ongoing.	
Marketing		
Social Media	A significant amount of time has been spent working with Spencer, Sue and Jade on finessing ad content and technical requirements for our new Post Media initiative. Final steps should take place during my scheduled meeting with Spencer on Wednesday this week.	
Bulletin boards	All bulletin boards have been updated as well as the summer	

	poster (Jade and Trina have assisted)	
Website	Website updates have included schedules, new SC branding, parent letters, the blog and many other pages. (Jade has assisted)	
SD72	Upcoming: reach outs to schools can happen near the end of Sep, as they do not publish community bulletins in Sep.	
Newspaper	Assistance is required on leveraging the media to help with increasing membership growth. I will be meeting with James to go over some instructions.	
Program Set-Up		
CPS	Lesson planning and development, including meeting with CRMHA	
CS	Report card evaluation data used to group skaters through UL. Name tags, welcome letter completion (display and distribution), theme day posters/music/supplies/props (1 for summer term), PA online sign up updated (emails sent as well)	
Off-Ice	Study of fitness assessment feedback is ongoing. Plan is to share information with parents/skaters but more importantly with those who conduct off-ice.	
Coach Dev		
Jade	Jade has handed in her videos, which are presently being marked.	
Trina	Trina has registered for the CanSkate course in Humboldt, Saskatchewan from Sep 30-Oct 2	
Jocelyn	Jocelyn and I have had several discussions around coaching. She has provided loose availability for a potential return to coaching some time this fall. Updates to follow when more concrete information is available.	

PR Report – August 2022

PR info

Need a PostMedia update

Need login credentials for the skate club social medias

Put plan together to collect photos etc from club members for social media

Thanks

James