



Campbell River Skating Club Board Meeting Minutes

Board Meeting on October 25, 2022 at Strathcona Gardens Complex, Pinecrest Room, Campbell River, BC

Attendees: Rene, Sue, Rory, James, Kelsey

Regrets: Sarah, Heather

Absent:

1. Call to order made at 6:46 pm
2. Quorum: 5 out of 7
Quorum: 4 out of 7 at 8:24 pm- Rene left
3. Approval of the Agenda
Motion to Approve the Agenda and amend as needed.
1st – Kelsey; 2nd – James. Carried.
4. Minutes from September 20, 2022.
Reviewed, no further edits.
Motion to adopt the minutes as presented.
1st – James; 2nd – Rene. Carried.
5. Correspondence
 - a. Sept 27/22 Skate Canada - Community of Practice 2022-2023
 - b. Sept 30/22 Skate Canada - Diverse Leaders in Skating Mentorship Program
 - c. Sept 30/22 Skate Canada - Inside Edge
 - d. Sept 20/22- Oct 24/22 - multiple program inquiry/refund emails
 - e. Oct 10/22 BC/YT Section - Athlete Development Fund 50/50 Raffle
 - f. Oct 13/22 BC/YT Section - Athlete Development Fund 50/50 Raffle
 - g. Oct 13/22 Skate Canada - Announcement- Launch of new SC Live Show
 - h. Oct 14/22 Skate Canada - Inside Edge
 - i. Oct 15/22 BC/YT Section - Athlete Development Fund 50/50 Raffle
 - j. Oct 16/22 BC/YT Section - Athlete Development Fund 50/50 Raffle

Reports:

6. Finance: Report emailed.

New Business:

1. Costco Stamps
*Motion: James to purchase a roll of stamps from Costco for mail items
1st - Rene; 2nd - Rory. Carried.*
2. Petty Cash
*Motion: To use petty cash for small coach purchases (\$50 or less)
1st - Rene; 2nd - James. Carried.*
3. Rory to send out expense reimbursement policy for review

7. President: Report emailed.

New Business:

1. Team wear with embroiderers. Estimated to be complete by November 4, 2022
2. Event Coordinator: still vacant.
3. Boston Pizza Event
*Email motion: that we hold Boston Pizza November Fundraising Event
1st - Sarah Watts; 2nd - James Zamluk. Carried 6/7*
4. Bottle Drive-Thru Event
*Email motion: that we hold a Bottle Drive Fundraising Drop Off Event
1st - Kelsey Cochrane; 2nd by James Zamluk. Carried 5/7*
5. Pro-D Seminar Subsidy
*Email motion: that we use the October 16/22 Bottle drive proceeds to fund
the October 21/22 JA-Star 4 Pro-D Day Seminar -
1st - Sue Smith; 2nd by Sarah Watts. Carried 5/7*

8. Secretary: Absent - No report

1. Mission Statement - Tabled to next meeting

9. Vice-President/Registrar: Absent - No report

New Business:

1. Request for refund/credit (email)
*Motion: To credit pro-rated session amount, less an admin fee of \$25, for
any member initiated session transfers (as approved by the Director) to
be used within the same Skate Canada Season.
1st - James; 2nd - Rene. Carried.*

10. Coaches Representative: Report emailed.

New Business:

1. CS/JA Multi-Day discount options - Action: Sarah to research uplifter discount options
2. Payment Plan options

Motion: To provide installment option by credit card only for all programs with the exception of CanPower commencing in Winter 2023 season.

1st - Rory; 2nd - James. Carried.

3. Spring Break Schedule - To wait for Strathcona Gardens ice time allocation to be complete

11. Fundraising: Report emailed. No new business

12. PR: Report emailed.

1. Content Creation - idea to rent ice to create social media content to be reviewed
2. Santa Truck Parade - idea to have float to be reviewed. Deadline to enter on friday, December 2, 2022. No entry fee.

Motion to accept the reports as submitted.

1st – Kelsey; 2nd – Rory. Carried.

13. Policy Review

1. Waiver, Volunteer Policy, Withdrawal/Refund Policy (e). Decision made to table the discussion on the policy to the next meeting.

14. Next meeting November 2/22 6:45pm Pinecrest Room.

15. Motion to adjourn made by Jame at 9:06 pm.