**Vernon Speedskating Club**

**Board Meeting Minutes**

**Thursday, June 8th 2017**

**Boston Pizza**

Call to Order: **7:13pm**

In Attendance: **Diana Hall, Tony Benn, Ian Stewart, Eric Miller, Emma McGinty**

Adoption of Agenda: **Tony Benn, Eric Miller**

Adoption of previous minutes (10th May 2017): **Eric Miller, Ian Stewart**

**Items from previous minutes:**

|  |  |  |  |
| --- | --- | --- | --- |
| Ser |  | Item/Issue/Decision | Lead/Action |
| 1 | Review and ratify draft skater subsidy policy amendment. | The board unanimously agreed to the amendments. | **No further action** |
| 2 | Decide increase to subsidy allowance. | After investigation, the treasurer felt that the club at current numbers, could afford an increase of the subsidy allowance up to $75/day. The board unanimously agreed to adopt the increase but noted the requirement to review the increase once the 2017/18 registration has taken place and new club numbers are confirmed. | **Board** to re-visit subsidy allowance at September Board Meeting |
| 3 | Review and ratify draft registration form detailing the breakdown of fees. | The draft registration form breaking out the BCSSA fees from team fees to provide clarity was presented. The board unanimously agreed to keep the changes. | **No further action** |
| 4 | Review and vote on spending towards 3 banners and their location in town | Two banners have already been purchased by Tony and will be placed at Venture and MacDonald Park at a cost of $25/4 months. | **Tony**  ASAP |
| 5 | Review quotes for new mat system and skates and discuss future grant applications, storage facility and equipment requirements. | Diana attended the BCSSA AGM and made a contact with the Mission Speed Skating Club who are trying to sell their **mats** (owned by the BCSSA) for $50 each. Tony will follow up immediately and make a plan to go and purchase any that are in good clean working condition.  Future **grant applications** must reflect the size and turnover of the club and include where necessary any one-off purchases of equipment.  The future **storage facility** has still not been made clear to the club. | **Tony**  ASAP |
| 6 | Review and ratify equipment management policy, procedure and forms. Plan work party for marking/counting items where needed. | **Skate sign out sheet** will now be amended to include the size, make and model of skate to prevent losses.  No work party will be required to mark equipment. | **No further action** |
| 7 | Skater ability groups. Discuss and decide new policy based on insurance/BCSSA guidance. | Diana approached BCSSA for guidance about skater ability groupings and why elite skaters pay more in order to determine if skaters with recorded elite level times, only wishing to register for the competitive program would have to pay an increased fee to BCSSA. BCSSA said that their increased fee for elite level skaters was not for insurance but to cover the cost of judges required for higher level competitions. This answer was not sufficient to create a new registration structure based on speed/training time alone so we need to return to BCSSA for a more detailed definition of an elite skater to ensure that club fees and safety standards are in line with BCSSA. | **Diana**  31 Aug 2017 |
| 8 | Club website. Vote on spending towards the professional build of a new club website based upon quotes. | Website quotes gathered by Eric were very fluid and based entirely on how much work the club wanted doing to the site. Eric has agreed to work with a local company along with Karen Benn (the current website administrator) to create a website that is up to date, user friendly and social media linked. The board agreed that an approximate budget of $1000 would be appropriate. | **Eric**  31 Aug 2017 |

**New Business:**

|  |  |  |  |
| --- | --- | --- | --- |
| Ser | Agenda Item | Issue/Decision | Action/Due Date |
| 8 | Policies for club manual | Diana needed more time to work on the club manual so the board agreed to carry this item to the next meeting | **Diana**  31 Aug 2017 |
| 9 | Travel expenses (coaches) | More information about registration numbers for 2017-18 is required before the board can confidently make a decision on travel expenses. The board agreed to carry this item to the September meeting. | **Diana/Ian**  September meeting |
| 10 | Club clothing/skin suits | It was proposed that the club should hold a number of team skin suits to lease out to newer competitors in their first few seasons. A number of suits have previously been purchased by members of the club through Apogee who have the club’s design on file. A minimum purchase of 5 suits is required to fulfill an order. The club currently has at least 3 competitors without a club suit, 2 of whom would be prepared to purchase a suit outright. Diana will request size samples from Apogee and a quote before any decision is made. | **Diana**  31 Aug 2017 |
| 11 | Gaming Grant status | The Gaming Grant has been submitted. The organization has received the application but as yet have not contacted the club to let us know if the application was successful. | **Ian**  Upon contact |
| 12 | Skate inventory and sizes for next year | Tony has recorded all of the skates held by the club. Mike Hall will be asked to identify new skate requirements for future grant purchases. | **Diana to** ask Mike to look into skates  31 Aug 2017 |
| 13 | Targets for corporate funding | Eric has determined that a number of local companies would be very interested in sponsoring the club. He also mentioned that his wife, Shannon would be prepared to draw up a corporate sponsorship deal with her business for special public events held by the club. (Funale)  Diana has a draft letter to send out to potential sponsors and members of the board were encouraged to approach any potential sponsorship contacts.  The board also discussed the importance of using media contacts (radio, social media, newspapers) to increase public knowledge/presence of the club. | **Eric:** Dodge/VantageOne Tolko  **Ian:** Gorman Bros  **Emma:** Hytec  **Diana:** Please email draft letter to board members |

Calendar review: Additions were made to the calendar (attached)

Date of next meeting: 31 Aug 2017 at 7pm, Boston Pizza

Adjourn meeting: 8:50pm