

October 7th, 2009 BOARD MEETING

In Attendance

Wendy Francis
Glenn Holmes
Gordon Rogers
James Monthony
Edith Peacock
Phil Byrne
Tom Cullen
Alban Moran

Wendy opened the meeting with a welcome to all in attendance.

As Tom had limited time, we began meeting with a review of plans for 2009 Atlantic Cup Meet.

The following topics were discussed:

Paramedic Services: 2008 we had one paramedic and it seemed to work well so we will plan for one this as we also tend to have at least one physician family member in attendance.

James suggested that we should try to get a class 2 paramedic as there is no difference in cost but he/she is better trained to handle more complex problems.

Tom advised that after the summer we are missing 2 of our large mats. We now have 26 and we used to have 28.

This is a safety issue and we may have to look at trying to borrow extra mats for Atlantic Cup or purchasing 2 more.

Tom advised that we really should have 30 mats in total and that we should possible try to get 4 more mats.

Tom advised that to order a new mat (4ft * 8ft * 5in) through (Centor Products?) the cost is approximately \$610.00 each or \$2,460.00 for four.

As well, we have 15 Cones and we really should have a few extra so Tom will purchase 3 more for a total of 18 at a cost of approximately \$20.00 each.

Tom will look into purchasing blanks for starter pistol, if needed.

Page 2

The Program: Laurie Murchison
Jeff Cross
Steve Dumachele

Tom hopes for a better registration this year with a later date for the AC meet with no other meets around this time. Last year about 100 and hopefully 140 – 160 this year.

Best Western will be the host hotel with a \$95.00 rate of which \$10.00 goes to club and a free room for Chief Ref provided.

Meet Fees:

Glenn suggested increasing this year to \$40.00 per person or \$75.00 per family from last year's fees of \$35.00 and \$60.00.

MOTION # 1

Glenn moved that the 2009 Atlantic Cup Fee be \$40.00 per person or \$75.00 per family.

Seconded by Gordon.

Motion carried.

Phil raised the cost of advertisements for AC schedule.

Tom will speak with parents from Comp A & B as well as Development 2 at the next practice about coordinating the AC program.

Tom left the meeting after discussion of AC planning.

Wendy asked for any additions to the Oct 7th Board Meeting Agenda.

We added

Comp A and B reassignments discussion.

Equipment management

Off Island Meets

Page 3

MOTION #2

James moved to accept updated Agenda
Glenn seconded motion.

Motion carried.

We will approve minutes from the July 15, 2009 meeting at the next Board Meeting.

Gordon reviewed handout (Skater Registration Summary as of Oct 7, 2009). We have 56 skaters registered.

We discussed who to target for new skaters and Phil suggested any level skater.

Currently, we are up 3 skaters in each Novice, Dev. 1 and Dev. 2.

We discussed targeting elementary and kindergarten children but we noted that condition of skates for these skaters is poor.

Gordon advised that based on current registration level we are looking at about a \$4,000.00 deficit including \$3,000.00 budgeted for equipment.

Wendy suggested that we wait until Nov to determine, based on skater registrations up to Nov., to determine what adjustments we may have to make to our Ice Time Schedule.

Phil suggested that it is very important to have Guy present at registration time to assist with equipment matters.

We will try a late registration during a practice time, and Guy should be present to assist with skates.

PHIL (Head Coach)

Phil was happy to report that there is lots of help on the ice this year.

Phil is working with Peter Steele to try to arrange a coaching certification course – possibly a one day course.

This would be a Level 1 course and there may be as many as 9 candidates for the course.

.../4

Page 4

Phil advised that he still needs adult helper for Dev. 1, but other levels are ok for coaches and helpers.

Scott Murray may help after rugby is done for fall; and Kiesha Rose and/or Matt Langille may be able to help.

Comp B

Coaches are Deanne, Randy and Kathleen.

Dara, who is a new rec skater, is interested in helping out with a skater group.

Canada Games skates will go to Dartmouth for a clinic the weekend of Oct. 24th, 25th.

Carol Beamish was appointed Canada Games Team Manager.

Carol's appointment was approved by Board via e-mail prior to Oct 7th Board meeting.

WENDY

Discussion of AC and off-island meets.

Charlottetown (Atlantic Cup) - Dec. 5th, 6th 2009

Off Island Meets Dates:

Fredericton – Nov. 21, 22nd, 2009 (Harold Joyce)

Saint John – Jan. 9th, 10th, 2010

Halifax (Easterns) – Jan. 23rd, 24th 2010

Dieppe – Feb. 13th, 14th, 2010

Fredericton – March 13, 14, 2010

Campbellton – March 27, 28, 2010 (National Age Class Championships)

Development 1 off island meet will be recommended as either Saint John or Dieppe meet.

We agreed that any other meet, not sanctioned by the Board, which a coach and group of skaters wish to attend, will have to be approved by the board.

Gordon moved that the Off Island Meet Schedule be approved.

Seconded by Alban

Motion Carried

.../5

ATHLETE REP.

An Athlete Rep, who is at least 16 years of age, needs to be appointed by either the skaters or the Board.

Phil will follow-up on this matter.

EQUIPMENT MANAGEMENT

Need to minimize number of people who have access to skates so that EM and Coaches can have better control over equipment. Come up with list of approved Equipment handlers.

Many skates do not have tags to indicate particulars making it more difficult to meet skater needs at registration time, etc.

Phil will prepare a list of equipment tasks to be discussed with Guy.

Phil will come up with a list of 4 or 5 boot and blade types recommended for club equipment purchase.

Board will review list once prepared by Phil and will approve as recommended club equipment list.

COMP A & B REASSIGNMENTS

Three skaters (Michael R, Carley C, and Zach M), who began the year as Comp A skaters, were reassigned to Comp B.

We discussed this matter as these skaters were disappointed with the reassignment. Their skating skill level and ages are higher than most other Comp B skaters.

Phil indicated that he believes that based on age and skill level these three skaters are better suited to be in the Comp B group.

Alban pointed out his belief that there is about as much disparity amongst Comp B skaters as there would have been in the Comp A group had these three skaters been allowed to stay in that group.

Alban also pointed out that between Comp A and B there is really three age groups and skill levels and that we need to work to accommodate, as best we can, all skaters to ensure they are motivated and continuing to improve their skill level.

.../6

Alban also pointed out that Phil had previously stated that it was important for skaters to stay connected with their peer group as it is a crucial aspect of keeping skaters interested, motivated and involved in the sport. These three skaters have essentially been separated from their peer group and placed with mostly a much younger group.

Phil reiterated that he believes that his decision is correct given all the circumstances.

Alban pointed out that it may be better to also reassign other skaters who are more closely aligned age and ability wise to Comp B so that there will be a higher number of skaters in Comp B with a similar skill level.

Phil did not believe that this would be the best approach and suggested a review of the associated literature on this subject matter.

Glenn indicated that the club had encountered situations similar to this in the past and that they had dealt with it by allowing the more advanced Comp B skaters to join in on some Comp A practices. He indicated that this is a good way to encourage hard work amongst this group of Comp B skaters.

Alban indicated that this would be a favourable way of dealing with the matter.

Phil did not provide clear indication that he was on side with this approach and there was no tentative schedule to facilitate this approach.

For the record, here is a look at the Comp A, Comp B skater breakdown.

The current Comp A skaters range in age from 12-17 with 10 of the 13 skaters 14 years of age or older. The Comp B skaters range in age from 10-14 including 2 skaters that are older than the three skaters mentioned and 4 younger. In Development 2, we have skaters that range from 8 to 13 years. With such a wide range of skating ability, we may always have this challenge. The learning experience here may be that we need to do more work planning for skater groups up front so that reassignment is not necessary after the season begins.

FUNDRAISING, ETC.

The club does not have a Fundraising Coordinator this year.

We will look at different strategies to get fundraising carried out for this year.

Page 7

Wendy advised that GM may do a sponsorship this year, and she has applied for a grant of approximately \$2,500 for the club.

Judy will continue as the Team Manager.

We discussed that the next meeting will tentatively be scheduled for Wed. Nov. 25th, 2009

Edith moved to close the meeting.

Seconded by Alban

Minutes respectfully submitted by Alban Moran.

November 25th, 2009 BOARD MEETING

In Attendance

Wendy Francis
Gordon Rogers
James Monthony
Tom Cullen (To discuss AC Planning)
Judy Connell
Alban Moran

Wendy opened the meeting with a welcome to all in attendance.

Wendy invited Tom to begin the discussion of AC planning.

We discussed safety issues including medical coverage for the AC weekend and the required number of mats to ensure skater safety.

Mats:

Tom will investigate the possibility of borrowing mats from another organization or school to bolster of current mats available.

We can meet the minimum mat requirement but we would like to add additional double matting if at all possible. We did locate the missing larger mats which give us a total of 30 large mats, and we will double mat some of the smaller mats.

Medical Services at AC

We discussed options available for coverage at AC weekend. Last year Chris Landry who is a paramedic provided service for \$25.00 per hour which would total about \$425.00 for 17 hours of coverage and if we had two paramedics the cost would be approximately \$850.00

There was a discussion of whether Chris Landry could provide the same level of service as was provided by the paramedics in Fredericton, i.e. can they start an IV if needed? Tom indicated that Chris advised that he does not have insurance coverage for this higher level of service.

Tom was asked to have Chris investigate whether he could obtain coverage for this level of service at the AC.

Page 2

We also discussed the possibility of having an ambulance on standby at the CC for the weekend event but the cost would be prohibitive at approximately \$200.00 per hour if even available.

We were left with the question: Do we need two paramedics or first aid people?

We agreed that we need two people to provide medical services to provide the level of service we want to provide at the AC weekend.

Tom will call Island EMS to determine whether they hire out their services.

With respect to medical coverage at the AC, subsequent to the meeting Wendy attended a national Speed Skate Canada meeting in Ottawa where the topic was discussed. The recommendation for us was to have two medical persons available all weekend of the AC: one Paramedic and a First Aid qualified person.

Wendy communicated this to the Board and this complement of medical personnel was approved by the Board for the 2009 Atlantic Cup.

With respect to AC Planning we also discussed succession planning for Tom. Tom mentioned that there is a lot of very useful and detailed information regarding planning for a meet in the SSC Manual.

The Board will recruit a replacement for Tom to hopefully be in place for the 2010 AC meet.

Tom will send out an e-mail to all AC registered skaters indicating that the cut-off for additional registrations will be Wednesday Dec 2, 2009.

Finally, Tom mentioned that there may be the possibility of clinics being held the weekend of the AC meet.

One for the Canada Games skaters with Derek MacLeod. Not sure if it will proceed.

Peter Steele: Blade Clinic – Rocker and Bend Clinic. Not sure if it will proceed.

Laurie Murchison: Level 1 Introduction to Officiating in Speed skating. This clinic was held at the Best Western Friday evening Dec. 4th, 2009.

Page 3

AC Planning (Judy Connell)

We discussed several topics including the meet shirts, number of programs which was settled on about 175.

Judy has all in hand with respect the Shirts and the programs including the ads which appear to have increased this year.

Back to Regular Board meeting:

Motion 1

Gordon moved and Alban seconded the approval of the minutes from the July 15, 2009 Board Meeting.

Gordon moved and James seconded the approval of the amended October 7th 2009 Board Meeting Minutes.

Treasurer's Report (Gordon)

60 Skaters currently

13 Comp A
10 Comp B
10 Dev. 2
13 Dev 1
14 Novice

\$4,745 approximate total of AC ADS for 2009 meet.

AC shirts are ordered and suggestion that we try to vary sizes this year as a high number left over last year.

Revenue this year of approximately \$45,860

Expenses:

Ice

Budget of about 200 hours @ \$130.00 per hour for a total of \$26,000

Expenses for the 2009 AC medical services will be higher this year to provide two persons for the weekend.

Page 4

\$2,000.00 Equipment purchase is budgeted. We will look at obtaining 4 pair of skates now and look at doing an equipment review later in the skating year to determine if additional skates are needed and can be included in this year's budget.

James will check with Bondt to see if they want to quote on 4 or 5 pair of skates prior to Wendy finalizing the order with Anne Evans.

Ice Time around Christmas and March Break was discussed with the view to possibly reducing it around those times. We will look closer as we get to that time.

Gordon will confirm cost of extra ice time for AC weekend.

Wendy suggested the idea of placing an ad in the Guardian (Learn to Skate Program) before Christmas period.

Gordon suggested the idea of bringing a friend to skating.

FUNDRAISING

Wendy and Judy are looking at organizing a Bingo fundraiser that resulted in great success for another local group. It will take a lot of work and it is open to participation for all club parents.

Fund script

James highlighted the program to the Board and we agreed that we should look at pursuing it as a means of club support.

It focuses on regular gift card purchases for groceries, gas, clothing, etc., where a percentage of the sales proceeds go back to the club.

Motion #2

James raised and will promote the Fund script plan as a fundraising method for the SSPEI club and will work to recruit the required number of participants.

Gordon seconded this motion.

Web hosting for SSPEI web site.

We decided to go with a one year renewal with our current web hosting provider.

Page 5

We touched on a problem with Ice Time for the month of Feb. 2011 as there will be several events taking place in Charlottetown that will require that we give up our usual CC ice times.

Skateathon

We may look to hold it the last Saturday in January after the Easterns.

James moved to close meeting.

Seconded by Alban

9:15 meeting adjourned

Minutes respectfully submitted by Alban Moran.

March 3, 2010 BOARD MEETING

In Attendance

Wendy Francis
Gordon Rogers
James Monthony
Glenn Holmes
Edith Peacock
Alban Moran

Wendy opened the meeting with a welcome to all in attendance.

We began with discussion of upcoming SSPEI Banquet, and James was asked to look into booking the location at Park Royal United Church.

We will ask Judy C and Nan C to work on organizing the Banquet.

We discussed the idea of a possible final report card for skaters (to discuss with Phil and coaches).

With respect to next season skater placement, we discussed the matter and recommended that it would be preferable to advise skaters prior to registration of their placement to reduce confusion with fees at registration time and would minimize moves after the season.

It was suggested that coaches confer after end of season and that the skater level be communicated to skaters with the registration package they receive.

BOARD POSITIONS OPEN

Vice President

Treasurer (Gordon agreed to stay in post)

Vice President

Skater Representative (open for the year)

Fundraising Committee - We also need a leader for this committee as well as members to support efforts.

Minutes March 3, 2010

Page 2

FINANCIAL

Gordon provided a projected Statement of Income and Budget for the 12 month period ending May 31, 2010.

He reviewed the current financial situation and advised that we are looking at running a deficit of \$2,460.76 after receiving revenues of \$47,610.83 and incurring expenses of \$50,071.59.

OTHER

Skate "A" thon is scheduled for Thursday March 4, 2010.

Fun Meet is scheduled for March 11th 2010.

We will determine date for Banquet after discussing with coaches.

James suggested a date in April if possible for coaches.

Gordon raised the matter of MATS – some are in poor shape with damaged covers and filling that it not holding proper shape and may not offer adequate protection.

New mats cost approximately \$600.00

James raised the matter of paramedic coverage at the Dieppe Meet and indicated that on Saturday there was not qualified paramedic but instead just ambulance drivers who cannot provide the care of a qualified paramedic.

Wendy moved to close meeting.

Seconded by James

Minutes respectfully submitted by Alban Moran.