

Speed Skate P.E.I. Board Meeting

| Meeting specifications | Meeting Attendees |
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| Meeting Date: July 25, 2007 Meeting Time: 6:00 - 8:30 p.m. Location: Sport PEI bldg Room 212, Enman Crescent Purpose: 1st 2007-2008 Regular Board Meeting | Boyd Rose Glenn Holmes Wendy Francis Mike Connolly Don McGinn Keisha Rose Gordon Rogers Phil Byrne |
| | <u>Regrets:</u> Rebecca Doiron |

| Item # | Agenda Item | Discussion | Follow-up Action [Action/Who/When] |
|--------|-------------------------------------|---|---|
| 1 | Approval of the Agenda | <ul style="list-style-type: none"> • Changed agenda item 5 to read “team manager” rather than “equipment manager” • Added Canada Games opportunity for female cyclists to Other Business items <p><i>Don moved & Gordon seconded approval of amended agenda.</i> Motion carried.</p> | |
| 2 | Approval of the May 9, 2007 Minutes | <p><i>Boyd moved & Don seconded approval of minutes.</i> Motion carried.</p> | |
| 3 | Business arising from minutes | n/a | |
| 4 | 2007-2008 Ice Times | <ul style="list-style-type: none"> • Mike circulated & all discussed draft of Practice Schedule • Concerns expressed about the 5:15-6:15pm time slot and the difficulties getting mat setup before practice | <ul style="list-style-type: none"> • Coaches & board to review schedule and highlight changes directly with Mike (Until finalized, schedule not to be released outside of board members) |

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| 5 | Team Manager appointment | <ul style="list-style-type: none"> • Judy Connell was the only name put forward • Boyd offered to assist the team manager at meets, when he is attending <p><i>Glenn moved & Phil seconded approval to appoint Judy Connell as team manager.</i> Motion carried.</p> | <ul style="list-style-type: none"> • Glenn will draft an e-mail letter to Judy describing duties involved, and will follow-up with Judy |
| 6 | 2007-2008 General Updates | <ul style="list-style-type: none"> • Prior to the meeting, Glenn directly contacted the designated individuals and secured an acceptance from each to assume these specific responsibilities | <ul style="list-style-type: none"> • Press Releases - Randy • Upgrading Officials - Boyd • Update Hotline - Nan • Insurance forms & Signing Authority - Mike • Budget & Cash Flow projections - Gordon • Ice Coordination - Gordon |

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| 7 | 2007-2008 Registration Fees | <ul style="list-style-type: none"> • City subsidy remaining s/a previous? • To meet new Tax credit requirements, our receipts require name & age of child • Charlottetown Civic Centre Ice Rental fee schedule? • Wendy proposed fund-raising minimum expectations per registrant by division, via the planned two fund raising events - Skate-A-Thon & Meat Sale <p>Boyd moved & Keisha seconded approval of an amended version of Wendy's proposal, with minimum expected funds raised per registrant by division being \$30 (Novice & Dev 1), \$55 (Dev 2), \$70 (Comp B), \$85 (Comp A). Motion carried.</p> <ul style="list-style-type: none"> • Registration fees to raise \$5 per weekly hour of ice time <p>Gordon moved & Don seconded approval of the rate increase by division being \$5 (Novice & Dev 1), \$10 (Dev 2), \$15 (Comp B), \$20 (Comp A). Motion carried.</p> <p>NOTE: New rates by division are: \$185 for Novice 1 & 2 & Development 1; \$350 for Development 2; \$415 for Competitive B; \$490 for Competitive A; and \$280/\$380 for Recreational.</p> <ul style="list-style-type: none"> • Atlantic Cup registration fee to increase \$5 per registrant & to be reflected on this year's AC registration form (previously approved by board) | <ul style="list-style-type: none"> • Mike to verify subsidy rate • Don and Gordon to ensure registration receipts include name & age of child • Mike verified CCC ice rental fee schedule s/a previous year • Wendy to compile an information letter on the minimum fund-raising expectations for the registration package <ul style="list-style-type: none"> • Don & Gordon prepare letter about fee schedule and information on the Child Tax Credit for the registration package. <ul style="list-style-type: none"> • Tom will update AC registration form |

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| 8 | 2007-2008 Registration | <ul style="list-style-type: none"> • Reviewed previous registration package & identified all date and text changes required ... update dates, change “e-mail” to request specifically “skater e-mail” & “parent e-mail”, recreational skater changes as proposed by Phil, remove “Higher Quality Skates” line under skate rental fees, board members, Dear Skater chg dates, replace references to Fred Foster with Mike Connolly, remove Elliot River pilot, include fund-raising expectations letter with financial form • Discussed how to encourage club Novice skaters to view and/or participate in the Atlantic Cup • How to get information about registration targeted? | <ul style="list-style-type: none"> • Don to update registration docum • Glenn prepare press release for registration • Glenn draft & Mike distribute registration notice to kindergartens & schools in surrounding area • Glenn will ask Phil Trotter to approach the following Community for possible newsletter ads - Cornwall, Stratford, Kensington, Souris, Montague, Rustico, Summerside • Glenn with distribute to local media - paper & radio • Phil to update club handbook |
| 9 | Other Business | <ul style="list-style-type: none"> • Club purchase requests from coaches - 2 rocker gauges (approx \$300 ea), 8 - stop watches for AC (approx \$60 ea), 1 diamond stone (approx \$120) ... total approx \$1,200 <i>Don moved & Nan seconded approval to proceed with above purchases.</i> Motion carried. • Mats require repairs and/or replacements. Tom is researching options • Mike discussed Oct 2 & 3 Sport Fair for school children at CARI as great marketing opportunity to attract new registrants through information sharing & ice demos • SSC AGM & President Retreat report by Glenn “Sport Canada has named speed skating as # 1 sport in Canada” • Mike mentioned that PEI still is in need of female cyclists (under 23 yrs) for both Mountain and Road cycling for the next Canada Games. Also could use more male applicants. | <ul style="list-style-type: none"> • Phil will purchase gauges and stone & Tom will purchase stop watches. • Tom to compile mat repair/replacement costs and propose expenditures over current and future fiscal years • Mike & Glenn will coordinate SSPEI involvement at the Sport Fair • Glenn to compile some retreat information for media package material • Mike will prepare a memo & send to Mike Beamish to add to website |

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| 10 | Adjournment | <ul style="list-style-type: none"> Meeting adjourned at 9:10 p.m. <p><i>Glenn moved & Keisha seconded adjournment.</i> Motion carried.</p> | |

Respectfully Submitted,

Nan Court

Secretary