

# Ingersoll Skating Club Agenda

**Date:** September 8, 2021

**Location:** Zoom Meeting, Ingersoll

Attendees: Sue D'Ambrosio , Cyndi Barnim, Tracy Mouladd, Nadia Talbot-Fletcher, Barb Bittorf, Carrie Butterworth, Fillipo D'Emilio, Laurie Canham-Kilby, Stacie Hanlon

Regrets: Penny McDougall

**Approval of Minutes:** Pending completion. To be approved next meeting.

## **President: - Cyndi**

I am looking forward to the new skating year which is to start next Wednesday. I love to see how our numbers are growing with registration, and so many "old" and "new" skaters returning. This goes to show how wonderful our board coped with the rules and regulations placed upon us last year due to COVID. I must applaud each of our board members on the smooth transition and commitment they made. Sometimes parents forget we are a volunteer run skating club. It can take a lot of patience and listening skills to get through tough conversations, but our board has been successful, and feedback from parents has always been positive.

Thank you

## **Committee Reports:**

### **Vice-President (Tracy):**

- Nothing to report

### **Ice (Filippo):**

- Filippo and Cyndi are currently reviewing the current Ice waiver, and will make amendments (if any) and sign prior to September 15, 2021. Filippo will complete it, fill it out and send to Cyndi when completed.
- Penny sent out her final schedule.
- Filippo will also send it to Joe to make sure he has it.
- There are some questions about hockey tournaments but at this time they still don't know so are waiting to hear to see how hockey tournaments may impact skating dates.
- Barb suggested cross referencing dates prior to be signed.
- Last year was an unorthodox year and no contract was received or signed. So far it appears this year is the same.
- This year we are allowed a hundred people.
- Two more dressing rooms have been opened up. We have 30 minutes after session in the dressing room.
- Joe is asking for a safety plan.
- Sue will look to see if she has this from last year and connect with Fillippo with the updated safety plan with dates changed.

- Maybe Joe has the old plan that we can find to update.
- Filippo will ask.
- Question: Will be setting up the screening like last year.
  - Sue has to double check some information.
  - The app works but has to be propagated with skaters/parents info

#### **ACTION:**

- Filippo to check with Joe regarding old plan
- Sue to work on screening app

#### **Treasurer (Cyndi):** - Sue/Cyndi to provide report

- One challenge we are facing is payment of Ice for synchro.
- We have signed a contract that we will not sublet the ice.
- Last year we had a different account that all synchro money was placed into, and payment for this ice was made from the synchro account
- This account was requested to be closed.
- I will need to talk to our accountant on how we can accept payment from a different club for this ice time without audit errors.
- Need to wait to get this figured out.
- At \$21324.38 between the accounts (approx. \$5,000), Pay Pal (approx. \$12,000) and cash approx. (300 cash).

#### **ACTION:**

- Communicate with accountant regarding how to handle synchro

#### **Coach's Liaison (Barb):**

- Nothing at this time to report. Good to go.
- Coaches schedules are being worked on.
- 14 week Sessions Sept 22 – Dec 22 for the first session.

#### **Coaches:**

- Saw Melissa Wilde – obtained her key for the cupboard.

#### **ACTION:**

- Keys to be made for Julie and Lindsay for Sundays (Carrie?)

#### **Recreation (Laurie):**

- Not much at this point.
- Will send tallies to confirm if anything needs to be ordered but

#### **Skate Ontario Representative (formerly H.O.M.E.) (Barb):**

- Skate Ontario just issued the protocol which Carrie sent out.
- There will be new ones coming.

- Stars on Ice was booked for October but postponed until May.

#### **Publicity (Barb):**

- Article went into the voice.
- No other updates.

#### **Fundraising (Tracy/Ang/Cyndi):**

- Envelopes are ready to be handed out at the beginning of our season, inclusive of all fundraisers to be held this year.
- Mint Smoothies have been ordered and will be picked up September 13, 2021. An order of 600 has been placed with 475 pre-sold.
- An Inventory will be taken of Simply Delicious chocolate bars remaining from last year.
- Inside package a form to fill out to help with ordering how many of each to avoid too many simply chocolate bars being stocked.

#### **Program Assistants (Laurie):**

- Have 6 program assistants.
- Will be spread pretty thin.
- Cyndi has two girls interested in being a PA for community hours. They are vaccinated. They should signing up tonight.
- Sue will send another email for possible PA's.
- Olivia and Austin will be called for the first session and then will work on getting everything else together.
- Confirmed that for the kids wanting to do PA, they can do can-skate.
- No one needed for rent a PA.
- For kids coming to PA, what about Skate Canada Fee. Cyndi will let one parent know. Sure both will be fine paying for this.

#### **ACTION:**

- Cyndi to discuss Skate Canada fees with volunteer PA's

#### **Test Chair (Tracy):**

- Nothing for test chair but Carrie has two slips from summer skating.

#### **Music/Bond (Stacy H):**

- Music- a email has been sent to the skating club for volunteers.
- Currently we have 4 individuals still looking for additional people.

#### **Bond**

- Currently printing off the paperwork for the bond binder and it's almost ready.
- The Christmas Skate and Halloween skate will be added at a later date, in hopes we are able to have treats for the children.

- At this point no food is allowed into the arena unless it is by the individual who is consuming.
- Right now not allowed to take anything into the arena. If we are allowed closer to the time, would package up candy and have it in a little bag.
- At Christmas if could have food, would have to be packaged up.

**Social (Olivia/Breanna – overseen by Nadia):**

**ACTION:**

- Nadia will grab contacts from Sue and reach out to the girls to discuss

**Registration (Sue):**

- We have 2 more canskate skaters, 2 more parent and tot skaters for Sunday, one more can skate pre-beginner on Sunday.
- Lots of questions from parents.
- One parent wanted to know if we would be checking vaccinations.
- She asked about a refund if checking vaccinations. Sue mentioned that there would be a refund...did not state full refund in case this changes in the future.
- The Weaver's – Parent is asking if it's possible to allow both girls to skate on the same Senior schedule.
  - They are both currently registered and coming from out of town.
  - Would make it a long difficult night if one skater was one intermediate and one senior.
  - The other skater will qualify for Senior in November.
  - We did it for girls in the past and left it up to the coaches discretion.
  - This would be the same situation.
  - As long as qualifications are close it's not a huge deal. Don't want to risk them not registering.
  - Doesn't feel the younger girl would have any issues and in fact would be a good push. The sister skated down last year for this reason as well.

**MOTION:** Want to ask if board is okay with that or if there are any concerns. - Barb

**SECONDED:** Sue, Carrie, and Laurie

**COVID-19 Team (Carrie/Barb/Sue/):**

- Have to get screening software up and running.
- Suggested to get parents to do it on their phones unless can't at the time they arrive to ensure it is done and done by parents.
- This information has to submit a list to Joe 24 hours after each session.
- Suggested a sign be created for the door to put up to remind parents to do it.
- Suggested another sign be created for the front door of a number to call if no one is at the door.
- Still can't be in the lobby. Would like to get rid of having people at the door.

**Website:**

- Next on Sue's to do list as well as getting people in screening software.

#### **ACTION:**

- Sue to work on website and screening software

#### **Old Business:**

- Ian Robinson's board has approved a donation to our club in the amount of \$5,000.00.
  - The donation is to arrive on September 13, 2021.
  - Angie will be collecting the cheque at that time.
- We have not received the donation for the former gentleman skater that passed.
- A safe was purchased.
  - Once we are allowed into the arena, the safe will be placed into the skating office (in the back) along with envelopes and tape.
  - This will allow a board member to record on the outside of the envelope what the money is for, tape shut to ensure security.
  - Sue and Cyndi will have keys to the safe.
  - Sue and Cyndi will count monies together initially the envelope with 2 signatures to verify amounts are correct.
- We have three printers up in the office. One printer was donated by Angie. Will ask if can refill it. The other printers can be donated. Barb said one printer was new and bought it with our money...but the cartridge got jammed into it. Printer likely works. Not sure which printer it was. The one Angie donated is long gone. When we got rid of it, this is when the other one was purchased. Now we don't do much printing and hard cover. The small ones for were for slips for registration/badges etc. The one that is bigger is a very new rarely used printer.
- We can put costumes back in costume room.

#### **ACTION:**

- Sue will check them out and take a look to see what works and doesn't.
- Cyndi will bring Lysol wipes for office and music room

#### **New Business:**

- Will there be a schedule for who is sitting at the door.
- Will need to do it at the beginning.
- Is there anything next Wednesday at 4pm? Nothing is booked until intermediates at 4:45pm. Will have envelopes made up to give fundraising packages. Will use Sue's spreadsheet to add names to each package.
- Christmas showcase – Produce Express has some great baskets at Christmas for silent auction or to raffle off.
- Cyndi has the key for the costume room

#### **ACTION:**

- **Cyndi to get the schedule online for the door**

**New Adjourned**