

Peterborough Figure Skating Club
Board Meeting
September 14, 2011
Minutes

Present: Diane Sargent, Kim Morello, Hallie Atter, Cindy Mein-Moloney, Jennifer Campbell, Christine Mulders, Catherine Pede (guest)

1. Welcome:

Diane Sargent opened the meeting at 6:30pm and welcomed the members.

2. Minutes of August 17, 2011:

The minutes of August 17, 2011 were reviewed. A motion to accept the minutes as presented was made by Hallie Atter and seconded by Diane Sargent. All in favour.

3.0 Reports:

President Report:

Diane Sargent reviewed an insurance handout and the importance of all skaters not skating unless they have a valid Skate Canada membership.

Diane went over the list of board members that presently have a key to the skating office and confirmed that it was accurate to date.

Diane asked for the minutes (from the 2011/12 board meetings to date) to be forwarded to the webmaster so that they can be incorporated into our new website.

Diane reported the positive feedback from both the skaters and Cindy from the first presentation of the ice rules and etiquette.

The guest skating fees that will be implemented for the 2011/2012 skating season is as follows and will be kept in the yellow binder in the music bin:

\$25/session for the first three times as a guest skater and then \$30/session there after.

There will be a schedule established for office hours for board members to open the office, check the dressing room schedule and get the music bin out and ready to use. This will be implemented starting in October.

Diane Sargent is going to ask the Synchro executive and coaches to come to an open house where the PFSC executive and coaches will have an opportunity to meet.

Hattie Atter and Diane Sargent are working on a "Vision" for the club. Once a draft has been completed it will be made available for the membership to read and have input toward the final product.

Diane Sargent has booked two additional days of ice over the Christmas break. The ice is on January 4 and 6, 2012 at the Evinrude from 9am to 11am.

Doors Open (September 24, 2011):

There has been a faxed confirmation sent to confirm PFSC's attendance.

On Monday September 19th there was a media launch that Diane will give information about the skating club.

Diane verified the volunteer hours for this event.

The club will have some skaters dressed in their competition attire as part of the display for the club.

Past PFSC coaches and executive have been invited to attend the event.

At the PFSC table there will be word searches for children, pamphlets and a video.

Program Assistant (PA) training:

This will take place on Monday October 3, 2011 from 4:30 to 5:30pm at the Memorial Centre.

A motion was made by Diane Sargent to order pizza for the PAs and pay Barry for one hour of his time at the Canskate Coordinator rate of \$60. Seconded by Kim Morello. All in favour.

Barry will be asked to be in contact with potential PAs.

Another registration night has been added prior to the Winter Session:

This will take place on Monday October 3, 2011 from 5:30 to 7:00 at the Memorial Centre

A motion was made by Diane Sargent to place an ad to advertise this additional registration date a week before in the Examiner. Seconded by Hallie Atter. All in favour.

Treasurer Report:

Kim Morello reviewed the PFSC bank balance as of September 14, 2011 with the board. A motion was made by Hallie Atter to accept the PFSC bank balance as of September 14, 2011. Seconded by Cindy Mein-Moloney. All in favour.

Secretary:

Jennifer Campbell presented the list of members registered with Skate Canada as of September 14, 2011.

Coaching Rep:

Cindy Mein-Moloney will be in contact with the coaches and will inform the board of the coaches that would be interested in running the Canskate Advanced program.

Cindy will be giving Diane a list of coaches that will be available during the Canskate program.

Cindy informed the board that other coaches are interested in having an opportunity to run the stroking component on Monday nights.

Test Chair:

Hallie Atter has been in contact with the Havelock club and they are not interested in changing their High Test day. Hallie has submitted the test days to Skate Canada and is waiting for approval before booking judges.

Media Chair:

Hallie Atter has been brainstorming some ideas to help attract skaters to the club. There were two concepts that she presented to the board:

- a) To have a media day before carnivals and shows (ie. Rock the Ice)
- b) The results after test days and competitions will always be forwarded to the media.

Competition Chair:

Christine Mulders presented the information packages from the two local competitions that have their packages completed; Cobourg (November 26/27, 2011) and Lindsay (December 10/11, 2011). These dates and details will be placed in the PFSC manual.

Fundraising Chair:

The PFSC mandatory fundraiser, selling of chocolate bars, will give the club a profit of 50%. The earlier projection was a profit of 33%. These bars will also be sold at the Doors Open event.

On September 2, 2011 the club sold Kernals popcorn at Morello's Independent grocery store. After selling a small bag of popcorn and a bottle of water for \$2.00 the club's total profit from this day was \$299.35 and this money will go towards the carnival on April 1, 2012.

Music Chair:

Cathy will be combining the PFSC manual and the green music book into one binder. This binder will also include an updated coach's list and the rules and etiquette package for the skaters.

The calendars, for tracking parents playing music, have been printed and will be completed once Cathy has the final list of skaters that have registered and the nights they will be skating.

Cathy has found a Skate Canada injury report. PFSC will be using this form to report any accidents or incidents that occur during sessions. All of the coaches will be asked to review, read and initial that they are aware of this form and know that it is also located in the binder that is at the ice level during all sessions. It will also include a follow up protocol (phone the parents at home after and inquire about the child's recovery).

Carnival Chair:

Based on the lack of input from the coaches on the other carnival ideas that Kim has researched and proposed, she continued to research more ideas and came up with a theme. The theme for the 2012 carnival is "The Hollywood Walk of Fame on Ice."

The dress rehearsal for the Canskate skaters will be March 25, 2012.

Next meeting: Wednesday October 12, 2011

Moved by Hallie Atter to adjourn meeting
Seconded by Kim Morello

Adjourned: 9:30pm