



**AGENDA - BOARD OF DIRECTOR'S MEETING**

Thursday January 11<sup>th</sup>, 2007  
Sport PEI,  
Time: 6:30

- Item I: CALL TO ORDER**
- Item II: ADDITIONS TO AGENDA**
- Item III: MINUTES OF PREVIOUS MEETING**
- Item IV: CORRESPONDENCE**
- Item V: TREASURER'S REPORT**
- Item VI: COMMITTEE REPORTS**
- A. Accountants
  - B. Awards
  - C. Coaches
  - D. Competitions
  - E. Evaluators
  - F. Judges
  - G. Marketing
  - H. Membership
  - I. Recreational Skating
  - J. Skater Development
  - K. Synchronized Skating
  - L. Sport P.E.I.
- Item VII : OLD BUSINESS**
- Item VIII: NEW BUSINESS**  
ACGM
- Item VIII: NEXT MEETING**
- Item IX: ADJOURNMENT**

**Board of Directors' Meeting – January 11<sup>th</sup>, 2007  
Sport PEI, Charlottetown**

**Members Present: Shannon Richards, Tanya O'Brien, Sharon Fortier, Glen Flood, Joe Parry, Cynthia Mitchell, Mary Ellen McInnis, Vodia Frizzell, Linda Boudreault, Yvonne Cormier, Lisa Frizzell, Carolyn Tessier, Rosalie Profitt, Juanita Gallant, Lynn Gallant, Danielle McDonald, Elizabeth MacKay, Darlene Oatway, Candace Woodside, Nancy Hashie**

**Regrets: Barb Waite, Cheryl Paynter, Joanne Parnham**

**I – Call To Order**

**Chair Elizabeth MacKay called the meeting to order at 6:40 pm.**

**II – Additions To The Agenda**

**Chair Elizabeth MacKay asked that Skate Atlantica be added under New Business II.**

**Motion to approve agenda was moved by Rosalie Profitt, and seconded by Carolyn Tessier. Motion carried.**

**III – Minutes From Previous Meeting**

**Under Correspondence, the dollar amount was changed to \$500, and \$200 was donated back to the PEI Section of Skate Canada.**

**Also, on the third page of the previous minutes, under New Business, a correction made to the details of whom is sent to the AGM. Skate Canada will be paying for Mary Ellen McInnis and Elizabeth MacKay to attend, as next year's Chair, and current Chair, respectively. Also the winner of the Volunteer of Excellence Award, is paid for by Skate Canada. A motion to approve the amendments to the minutes was moved by Mary Ellen McInnis, and seconded by Vodia Frizzell. Motion carried.**

**IV – Correspondence**

**Chair Elizabeth MacKay brought posters from Canadians that were sent to her by Skate Canada. The posters were advertisements regarding Canskater of the Year and the President's Canskate Challenge. Elizabeth reminded all clubs to nominate skaters for each of these awards.**

**Shannon Richards mentioned that Skate Canada needed volunteers for Canadians in Halifax.**

## **V – Treasurer's Report**

**Treasurer Tanya O'Brien stated that the monetary situation was in good shape. She reminded everyone to submit expense claims, and that mileage has been updated to \$0.40 per every kilometer. Tanya said the mileage form will be in printable form on the Skate PEI website soon.**

## **VI – Committee Reports**

**A)Accountants – Nancy was absent when this was called for – however, she made it later in the meeting. Elizabeth and Shannon both mentioned that Club Competitions were in the works for the next few weeks, and all accountants would be very busy. At the end of all committee reports, Nancy spoke on behalf of the accountants and said the club competitions were all booked, and by January 20<sup>th</sup>, they'd all be completed. Accountants for Interclub and StarSkate would be assigned once all club competitions had been completed. Nancy also mentioned that officials had to be registered with Skate Canada by the clubs, or the test/competition results would not be considered valid.**

**B)Awards – Joanne sent regrets. However, a report was submitted and is available on the Skate PEI website. Joanne's report stated she has sent Skate Canada Achievement Awards Forms out to all clubs, and they are due back to her on January 15<sup>th</sup>. Also, she will send in an order for StarSkate Medals, Plaques, etc, as soon as numbers have been finalized.**

**C)Coaches – Carolyn submitted a report as well. She talked about the Skating Skills Info Session she and Shannon had held. Nine coaches attended this session, with skaters being demonstrators. Also, coaches attended both the Dance and Freestyle STAR seminars hosted by the PEI Section. All coaches now also have the proper accreditation for Skate Dartmouth.**

**D)Competitions – The report was not made available through the website, Cheryl had sent regrets for the meeting. However, a meeting was held before Christmas about StarSkate, and all clubs had entries in for the competition.**

**E)Evaluators – Report submitted by Shannon Richards, stating that there had been two low test days, and one high test day held in Eastern PEI in December. All test days had been quite successful with good pass rates. Shannon again mentioned the skating skills information session held in conjunction**

with Carolyn for coaches.

In addition to the aforementioned test days, a high test day was held in early January in O'Leary, with good results. Three low test days were yet to be held in the western end of the Island.

Shannon had concerns about protocol not being followed correctly for test days, with new test chairs being involved. She was going to look into the possibility of writing up guidelines for clubs, to ensure Skate Canada rules were being followed. Shannon also wanted to send a number of trial judges over to Skate Dartmouth for trial judging experience. She would look into availability of hotel rooms, and cost.

F)Judges Committee – Darlene submitted a written report at meeting time. Twelve Club Competitions had been scheduled, and 16 judges were to handle the duties. Darlene noted it was very difficult to book judges for the very western and eastern parts of the Island. She wants to look into the possibility of next year perhaps having training sessions early in the fall for Senior Skaters to help out with judging. Interclub, ADL, and StarSkate are all fast approaching and Darlene said she was in the process of finalizing judges for the different competitions.

G)Marketing – Report submitted by Glen Flood, Executive Director. Glen says the Sport Fair will be a go for 2007 – for all sports, including figure skating. It's a free opportunity to take part because Aliant will be on board as a sponsor. It's being held at UPEI as an opportunity for people who've never experienced the sport to try it for free, and potentially sign up if they're interested.

Also – the website remains the main place to post any new items or new business for figure skating. Web address, [www.skatepei.ca](http://www.skatepei.ca).

Just one calendar remains for the year, and Glen thinks the company that sells the Section the calendars, would prefer the Section take on a larger number to sell. In past years, we've many left over, forcing the Section to cut back dramatically on the order.

H)Membership – Membership Chair Susan Yeo-Davison was not in attendance, however, Chair Elizabeth MacKay had the membership numbers for the year, and Canskate numbers for this year are up from last year... however, overall membership is down by just a bit. Elizabeth also reminded club reps to make sure they entered into the Chairman's Canskate Challenge. The highest increase in numbers wins the challenge, and two tickets to next year's Canadians competition. The deadline for numbers is in February.

I)Recreational Skating – Chair Vodia Frizzell included a report, available on the website. Thirty-eight to forty skaters attended the dance seminar held over the Christmas holiday with Rob Fraser. Fifty-six attended the freestyle seminar with the two off-island coaches. Vodia also said she attended the StarSkate meetings in

**Pownal and in Charlottetown. Names are needed of the coaches from different clubs who have reached 5 and 10 years coaching experience, so Skate Canada recognition pins may be ordered.**

**An issue Vodia brought up, that all felt needed more attention, was the arrangement for first aid responders for different larger figure skating events. Vodia made some calls to inquire, and found that St. John Ambulance is now out of province, and last year's first aid medic, Blythe Murray, was unavailable for competitions this year. She made calls to the Red Cross, and they are able to make calls to outsource the service, but at a cost, which they call a "donation". Mary Ellen McInnis stated that she would check with the fire departments in the area, since firefighters are trained in first aid. It was discussed what type of budget the Section was able to work with – and members agreed that the host club should be responsible for part of the cost of first aid, and that potentially, the Section could pay the balance. Coaches are insured through Skate Canada in the event of malpractice.**

**J)Skater Development – Chair Lisa Frizzell submitted a written report, available on the website. Lisa said the fourth session of competitive club was held in early January, and two sessions were still remaining. One in late January, and one in mid-February. There are 13 skaters registered for Competitive Club. Seven skaters were to attend the Eastern Challenge competition in Moncton, NB, however, Lindsay Moore had to withdraw due to injury. Four Pre-Novice and two Novice skaters competed, and results available online at [www.skatepei.ca](http://www.skatepei.ca). At the Star Dance Seminar in December, with coach/partner Rob Fraser, three skaters received private lessons – however, lessons were available to all Gold and Diamond dancers. Five skaters have received off-island funding, with amounts ranging from \$300-875.**

**Chair Elizabeth MacKay started a discussion regarding sending the Skater Development Chair (Lisa Frizzell) to the Youth Development Camp to be held in May of this year. This is the first year a representative from PEI has been invited. It would involve a cost to the Section, for travel, accommodations, and meals, in Ottawa, for two days. The cost would be approximately \$1200. A motion to approve sending the Skater Development Chair to this camp was made by Nancy Hashie, and seconded by Carolyn Tessier. Motion carried.**

**K)Synchronized Skating – Mary Ellen McInnis, Synchro Chair, submitted a written report, stating that announcements had all been made for friendship and Provincial synchro competitions. The deadline for each competition was January 22/07.**

**Mary Ellen also looked into judges who were interested in learning the new CPC judging system, as it's being implemented into Syncho competitions within the next year. Susie Dillon and Becky Chaisson both said they were interested, and judge**

**Anna Mae Barlow committed to doing all three synchro competitions for this year. Mary Ellen also contacted Beryl MacMillan for judging of the friendship competition.**

**The issue of treat bags for the skaters on the syncho teams was also brought up. It was discussed that water bottles, granola bars, pins, and programs had been included in past competitions, but some of the items were wasted and thrown out. The board discussed potentially having oranges in the dressing rooms for teams, or coupon/tickets for food and beverages in the hospitality rooms in the treat bags so to avoid waste. Mary Ellen also mentioned that Lee Jenkins with “Syngenta” sponsored StarSkate this year with a \$500 donation.**

**L)Sport PEI – Glen Flood, chair, mentioned the Technical Director position. The position would be for a period of 8, 10, or 12 months, and this is the first time a Technical Director position has been allotted for figure skating. The position would go into effect on April 1/07, and it would be a combination of funding from the government and the figure skating section. The job would entail putting on seminars, off-ice classes. It was thought a period of 12 months would be suitable for figure skating, and a motion was moved by Mary Ellen to have the Section participate in the funding of this position, at a cost of \$8000 to the Section, and \$12000 to the government per year. The motion was seconded by Tanya O'Brien and was carried.**

**A motion to approve the committee reports was moved by Lisa Frizzell, and seconded by Juanita Gallant.**

## **VII – Old Business**

**The TV and VCR from the previous meeting have been sold – however, the TV stand is still available. Mary Ellen checked with pricing for a storage locker, and Chair Elizabeth asked that Mary Ellen have some arrangements made for March 1<sup>st</sup>, 2007. Nancy Hashie said that everything but computers and computer equipment should be in storage right after the StarSkate competition.**

## **VIII – New Business**

**The ACGM this year is in Montreal. It was brought up about maybe sending Shannon Richards to represent the PEI Evaluators and Judges because officials with Skate Canada wished to have a meeting with representatives. A motion to send Shannon to the ACGM was moved by Vodia Frizzell and seconded by Mary Ellen McInnis. Motion carried.**

**Chair Elizabeth MacKay said she has been in touch with the other Atlantic**

provinces about maybe bringing back the Skate Atlantica competition. When this was previously held, it was a qualifying competition for competitive skaters. The top 4 skaters at Sectionals advanced in freestyle, dance, and pairs events. The 3 other Atlantic figure skating Sections were positive about revival, except that the new Skate Atlantica would be solely for StarSkaters as something for them to compete toward. It was thought that PEI could host next year as the inaugural year, with the destination rotating each year between the provinces. Chair Elizabeth MacKay said she'd find out more information about re-instating this competition.

Sharon Fortier, representing the Sherwood FSC, mentioned that Ice Quest 2007, the ice show being held in conjunction with the Jack Frost Children's Winterfest, was being held 2-4pm on February 18, 2007. Tickets have been reserved for the figure skating community, and if patrons have Jack Frost tickets, they were able to access the show at the Civic Centre as well, on a first come, first served basis. Tickets for the show are \$5 each and the show will feature the Canada Games team skaters and also Sherwood Synchro teams.

## **IX – Adjournment**

The next meeting will be held on Tuesday, February 20<sup>th</sup>, 2007 in Summerside. A motion to adjourn was moved by Mary Ellen, and seconded by Cynthia Mitchell. Motion carried.

## **Awards Committee Report**

The Skate Canada Achievement Award forms have been sent out to all clubs. Please be advised that these reports are due back by January 15th. I will be setting up a committee to select the winners in each category once the Awards are back to me.

I will be sending in the order for all the Star Skate Medals, plaques, etc. as soon as the numbers from registration are complete.

Thank you  
JoAnne Parnham  
Awards Chair

## **Accountants Committee Report**

Not available

## **Coaches Committee Report**

Since our last meeting Shannon and I hosted a skating skills info session for those coaches wishing to attend. This had been suggested last year at the AGM in Slemon Park. There were 9 coaches in attendance. We asked skaters to demonstrate skills and we later discussed with Shannon what would be required to pass. I felt that it was a very beneficial use of time and I feel that the December high tests, for the most part, reflected the extra work that had been done in skills.

As well there were a few coaches who attended both the dance and free style STAR seminars hosted by the section. The coaches have a very busy few months coming up with so many of us going to Canada Games as well as Skate Dartmouth. All coaches now have the proper accreditation before going to Dartmouth.

Respectfully submitted,  
Carolyn Tessier

## **Competitions Committee Report**

Not available

## **Evaluators Committee Report**

Happy New Year!

Two low test days and one high test day were held in the east end in Dec. and all test days were quite successful with good pass rates.

I held a skills information session with the coaches in December in Crapaud. Eight coaches attended. It was a very informative open discussion with regards to standards and expectations of skating skills. We were fortunate to have four skaters demonstrate sr. bronze to gold level skills. Thank you to Carolyn Tessier for arranging this ice time, and booking the skaters. Thank you to Shania Edmondson, Cassandra Paynter, Stephanie Gallant and Kayla MacKay for demonstrating for us that day. It appeared to be quite successful as the quality of tests showed significant improvement at the high test day. One high test day was held early January in

O'Leary again with good results. There are three low test days yet to be done this month in the west.

There seems to be a lot of new test chairs and some inconsistencies on proper test day procedures that need to be addressed. Perhaps a test day check list could be created defining the roles of individuals and important Skate Canada rules that need to be adhered to.

I will check into the availability of hotel rooms with NS section for Skate Dartmouth-possibly some trial judges could be sent over for some trial judging experience. Once scheduling is complete I could arrange for some trial judging opportunity. There will be many different events, both Starskate and competitive, and the accounting will be done in OBO (6.0) and CPC (the new system) Ideally two hotel rooms could be paid for by the section for two nights and possibly 3 girls and one chaperone/driver (including transportation costs) or 4 girls, depending on the ages. The schedule should be finalized and out shortly- then I can confirm availability and interest among the potential judges.

Shannon

### **Judges Committee Report**

Not available

### **Marketing Committee Report**

The Sport Fair will be a go for 2007 and it will give all sports, including Figure Skating a free opportunity to take part because Aliant has come on board to sponsor the event. The website remains being the main spot to post any news items for Figure Skating. We had one calendar left over this year , however, I think the company that sells them would rather we take on a larger number of them to sell. In the past we have been stuck with too many left over calendars, so we have cut back significantly on the order.

Submitted by  
Glen Flood  
Executive Director

### **Membership Committee Report**

Not available

### **Recreational Skating Committee Report**

A very successful STAR Dance Seminar was held in Crapaud at the South Shore Arena on Sunday December 10/2006. Rob Fraser from New Glasgow, N.S. was the instructor and approximately 38-40 skaters attended. Rob was the only instructor and the skaters were divided into three groups. This group had 4 hours of on ice coaching. Seminar ran from 8am - 12 Noon

We also held a successful STAR Freestyle Seminar in Crapaud at the South Shore Arena on Wednesday, January 3/2007 with 56 skaters attending. Amy Ouelette from NB and Angie Coady from NS were the instructors. The skaters were divided into 3 groups and Amy coached two by herself and Amy and Angie coached the larger group. Angie did two of the off ice /technical sessions and Amy and Angie divided the larger group into two off ice sessions. This group had 4 hours on ice and 4 hours on off ice instruction. The Seminar ran from 8:00 am - 1:10 pm

Since the last meeting I attended a meeting in Pownal in November and another meeting at the Holiday Inn Express in December concerning the STAR Skate Championships being held in Pownal February 23-25/2007. I would like all the Clubs to give me some names of people 15 years and up who could be Runners and Ice Captains that weekend. I will be putting them in for 2 hours at a time. Please let me know some names of people that would be willing to do this after this meeting.

I have received some response from the Clubs wanting 5 & 10 year pins for their P.A. Would all of the clubs please let me know if they need any or not as I will be ordering they soon.

Yours in skating

Vodia Frizzell

Recreation Chairperson

## **Skater Development Committee Report**

### *Competitive Club*

The fourth session of Competitive Club was held on January 7th, which included an off-ice dance component. Two sessions remain and will take place at the end of January and mid February.

### *Eastern Challenge*

Six skaters, four in Pre-Novice and two in Novice, participated in the 2007 BMO Financial Group Skate Canada Eastern Challenge event held in Moncton, NB in December. Marion Sinclair-Waters skated a personal best under the new CPC system and Lindsay Moore withdrew due to injury. Results of the event are available at [www.skate.pe.ca](http://www.skate.pe.ca)

### *Dance Private Lessons*

Three skaters received private lessons from Rob Fraser after the STAR Dance Seminar held in Crapaud during the month of December. Lessons were made available to all Gold and Diamond level skaters across the island and were given to all skaters who applied.

### *Funding*

Five skaters received Off-Island Funding. Amounts ranged from \$300 to \$875. All skaters who trained off-island for a minimum of three weeks, during the summer of 2006, were eligible for funding, with the deadline for application on November 30, 2006.

Sincerely,

Lisa Frizzell,

Skater Development Chair

## **Synchronized Skating Committee Report**

Announcements are out for Friendship and for Provincial Competitions. Deadline for both is Jan. 22.

Still waiting on date for judges clinic. Hopefully I might have it by meeting night.

Mary Ellen

Synchro Chair

## **Sport PEI**

Since we last met I have been busy updating the Skate P.E.I. website on a with coaching information, club contact details, and other Press Release material. I have had a meeting with Kevin Rigby, who is working on information for online registration forms for all PSO in P.E.I. There will be more information over the next month. There has been the usual National Sport Office emails that have been directed to the specific chairs. Sport P.E.I. is also looking at partnering with UPEI in a Sport Fair next fall. There have been some talks that this will not cost Figure Skating or any other Sport in the Province any funding. Figure Skating has the opportunity to take part if it so chooses to. There will be information sent out to the Sport Chairs/Presidents this week.

Submitted by  
Glen Flood  
Executive Director