



AGENDA - BOARD OF DIRECTOR'S MEETING

Monday March 14th , 2005

Kensington, PEI at 6:30 pm

ITEM I: **CALL TO ORDER**

ITEM II: **ADDITIONS TO AGENDA**

ITEM III: **MINUTES OF PREVIOUS MEETING**

ITEM IV: **CORRESPONDENCE**

- 1.
- 2.

ITEM V: **TREASURER'S REPORT**

ITEM VI: **COMMITTEE REPORTS**

- (a) Accountants
- (b) Awards
- (c) Coaches
- (d) Competitions
- (e) Evaluators/ Judges
- (f) Marketing
- (g) Membership
- (h) Recreational Skating
- (i) Skater Development
- (j) Synchronized Skating
- (l) Sport PEI

ITEM VII: **OLD BUSINESS**

ITEM VII: **NEW BUSINESS**

1. Star Skate

ITEM VIII: **NEXT MEETING**

ITEM IX: **ADJOURNMENT**

SKATE CANADA PEI

Minutes of the Board of Directors' Meeting

Monday, March 14, 2005

6:30pm

Kensington Gardens Arena

Present: Names in **bold** were present.

Board Position	Chairperson	Elizabeth MacKay
	Vice Chair	Mary Ellen McInnis
	Past Chair	Nancy Hashie
	Secretary	BJ Sandiford
	Treasurer	John Dunphy
	Executive Director	Glen Flood
Chairs	Accountants	Nancy Hashie
	Awards	Mary Ellen McInnis
	Competitions	Barb Mayhew
	Coaching	Kim Duffy
	Evaluators/Judges	June Easter
	Marketing	Danny Lane
	Membership	Darlene Gallant
	Recreational Skating	Susan Gallant
	Skater Development	Lisa Frizzell
	Synchronized Skating	Yolande Richard
Club Reps	Alberton	Susan Yeo Davison
	Charlottetown	Dave Hodge
	Cornwall & Area	Danny Lane
	Evangeline	Yvonne Cormier
	Kensington	Calvin MacLean
	Montague	Linda Boudreault
	Morell	John Dunphy
	O'Leary	Darlene Gallant
	Pownal	Melody VanOmme
	Rustico	Joe Perry
	Sherwood Parkdale	Sharon Fortier
	Summerside	Joanne Parnham
	Tignish	Brian and Sheila Tremblay
	Tyne Valley	Sandy Strongman

Item I: **Call to order:** Elizabeth MacKay called the meeting to order at 6:34 pm.

A quorum was determined.

Item II: **Additions to the Agenda:** Additions under New Business were:
Updating the Events schedule.
The Agenda, as amended, was moved to be accepted by Barb Mayhew.
Seconded by Danny Lane. **MOTION CARRIED**

Item III: **Minutes from the Previous Meeting:**
A motion to accept the minutes from the last meeting was made by Susan Yeo-Davison. Seconded by Calvin MacLean. **MOTION CARRIED**

Item IV: **Correspondence:**
1. Received the budget from Evangeline for Interclub funding. The cheque was sent.
2. Skate Canada ACGM – Proxy and delegate forms have been sent to all clubs. Please sign the blue form where it says “voting member signature”. Please send both the pink and blue forms to the section office by April 15th.

Item V: **Treasurer’s Report:** No report.
Please send all expense claims and receipts to John Dunphy by April 15th.

Item VI: **Committee Reports:**
Accountants: Report attached.
There are some new people interested in becoming accountants. Nancy will email the exam for them to take a look at.
Registration for STARSkate 2005 was up 25% from last year.
A change in the STARSkate schedule is being considered.
 Friday night – Dances
 Sunday afternoon - Synchro
Awards: Report attached.
Some coaches recommended that an award be presented to the club with the greatest improvement in Club Points.
Coaches: No report.
Competitions: Report attached.
The deadline for STARSkate 2006 bids is March 31, 2005.
Danny posted results online very, very quickly. Is it necessary to print protocols? Club should discuss this issue at their AGM’s. SKATECanada will be asked for direction. A vote will be held in October.
Evaluators/Judges: Report attached.
June’s father passed away on Friday.
Marketing: Report attached. Barb suggested a website navigation workshop be held in conjunction with the Club Constitution workshop on the Friday night of the Section’s AGM.
Membership: No Report.
Total registration is 1781 – up by 60 over last year.
Recreational Skating: Report attached.
Susan Gallant will be the team leader for National STARSkate.
Still accepting registrations for Star Skills Seminar.
Skater Development: Report attached.

Julie McNeill is planning a fourth talent ID session for the Canada Games Team. Combining Fall Youth Camps, and Sectionals with other sections is being considered by Skate Canada.

Synchronized Skating: Report attached.

The deadline for bids for the Eastern Regional Festival of Synchronized Skating 2006 is April 15th, 2005.

The Section decides which bid is accepted and signs the contract with Skate Canada.

Sport PEI: Report attached.

Jane Aitkin, in Cornwall, is compiling a list of coaches who are interested in participating in a CANPower Skate clinic. Interested coaches should contact Jane.

A motion to accept the committee reports was moved by Barb Mayhew.

Seconded by Mary Ellen MacInnis.

MOTION CARRIED

Item VII:

New Business

1. National STARSkate update.
 - a. Information is coming from Renee Eldershaw.
 - b. 50 adult volunteer
 - c. 15 teenage volunteers
 - d. Team Leaders have coordinators in place.
 - e. Coordinators are lining up their volunteers.
 - f. Barb Mayhew needs coordinators' lists of volunteers and their scheduled hours.
 - g. The schedule for the entire weekend is posted on SKATECanada's website under Members Login, Events, Domestic Skating Events, 2005 National STARSkate Championships, Event Schedule.
2. The Skate Canada ACGM will be held in Winnipeg, June 9 – 11 2005. The delegation from PEI Section will be:
 - a. Elizabeth MacKay Section Chair
 - b. Kim Duffy Coaches Representative
 - c. TBA Chosen according to the following criteria.

Barb Mayhew made a motion that the perspective representative will be required to have attended two thirds of the board meetings during the current year, and have agreed to stay on the board for the following year, and be willing to share the knowledge attained at the ACGM.

This motion was seconded by Sheila Tremblay.

MOTION CARRIED

The deadline for requests to attend the ACGM is April 15th, 2005.

3. PEI Section AGM

- a. A CANSkate clinic will be presented by Leona Boyle in the cafeteria at the Charlottetown Rural High School for 8am to 4pm with a break at noon for the banquet. Clubs may send their CANSkate coach and up to 5 PA's.
- b. On Friday May 6 at 7pm there will be a workshop on writing club constitutions. Please bring a blank template, available online.
- c. Club and committee reports are due on April 15th, 2005.
- d. Signed proxies are due on April 15th, 2005.

4. Danny made additions to the Events schedule. It will be posted on www.skatepei.ca

Item VIII: Next Meeting

The next meeting will be the AGM.

Date: Friday, May 6th and Saturday, May 7th, 2005

Place: The Rodd Royalty Inn, Charlottetown

Schedule:

Friday	7 – 10pm	Club Constitution and Web workshop
Saturday	8:30	Registration for AGM
	9am – noon	Annual General Meeting
	12:30 – 2:00	Banquet
Saturday	8am - noon	CANSkate workshop
	2 – 5pm	CANSkate workshop continued

Item IX: Adjournment

Barb Mayhew moved that the meeting be adjourned at 8:09.

Seconded by Susan Yeo Davison.

MOTION CARRIED

BJ Sandiford, Secretary

Accountants Committee

The last major competition that we are responsible for is finished. STARSkate from an accounting perspective ran very well. Barb Moase was the chief accountant and Barb Mayhew was the computer accountant. Working at the competition was Libby Colwill, Connie Gauthier, Susan Gallant, Sandra Clark and Danny Lane. Danny Lane posted all the results on the web site from STAR.

I have finally received the test booklets for accounting and any of those who did training this year who may like to write can let me know and I will forward the booklet to you. Danny Lane is considering writing the exam for Senior Computer Accounting. Please keep in mind to get a promotion in accounting you would have had to be at one level for two years before moving onto another level.

Barb Mayhew, Danny Lane, Libby Colwill are very capable to do the computer for any competitions that are held now on PEI. Debbie Tweedy, Mary Ellen McInnis could do computer for any club competition as well as Interclub and ADL. Mary Ellen McInnis will be able to do chief accountant position at Interclub and ADL.

I have helped prepared two more tech reps and they would be Libby Colwill and Holly Betts. These two ladies are very qualified to do the job and are very willing to help the clubs when planning their

competition. I will have a job description for the tech rep in the very near future so the clubs will know what exactly this person is responsible for and what they would be responsible for.

I would at this time like to thank all the accountants for the jobs performed this year. We have had a busy year and with one extra competition to complete in the next few weeks we have completed another year of skating. Again thank you to all for your work but more importantly the time from your families to help out at these competitions.

Nancy Hashie

Awards

STARskate presentations went well even with a few ties. Club with the most points was Charlottetown.

A new award was established in memory of Donald Glover who worked for many years for the good of all skaters.

It will be called the "Donald Glover Memorial Interpretive Award" and will be presented at STAR on an annual basis. This years recipient was Sara MacKay from the Charlottetown Figure Skating Club.

On another note I would like to thank all of the volunteers from the various clubs who helped to make our STAR competition such a great success.

Mary Ellen

Coaches Report

Not Available

Competition Report

These past few weeks have been quite busy on the competition front.

Interclub was held on February 12 in Evangeline. Congratulations to the Evangeline club for hosting a very successful event. This year Interclub had a bit of a different look with Kensington and Summerside joining the western clubs for the first time and also with the addition of the Friendship competition it made for a very busy day for all involved. A big thank you to all the volunteers who made this competition run as smooth as it did.

ADL was held on Saturday, February 26 and for a change Mother Nature provided a very beautiful day. Congratulations to the Kensington Club for once again hosting a very successful event. A big thank you also goes out to all the volunteers who made this event the success it was, and to the two fill in Chairs, Johanne Doyle and Tina Davis who filled in for Heather Tuplin as her daughter was ill at this time and she was unable to finish the planning or hosting of the event. A job well done by all.

The BMO STARskate was held March 4-6 in Pownal. Once again Mother Nature cooperated and it was a beautiful weekend filled with many fantastic skating programs. Congratulations to all the skaters

who participated. This year we had another increase and were able to hold 33 events over the weekend. It's great to see this competition growing each year. A big thank you goes out to the Pownal Club for hosting this event; you all deserve a big pat on the back. I would also like to thank the accountants for their many hours of work and the judges who gave up their weekend to work at this event. It takes many volunteers to make a competition run smooth and this one is no exception. Thank you to all clubs for providing the hospitality items asked for and also for volunteering on the event days. Lets hope the National STARSkate runs as smooth as this competition did.

We still require more volunteers for National STARSkate, if you are interested, please fill out and send in your form. The schedule is now available for this event and the Junior/Senior High competition will be held on Sunday. Plans are ongoing for this competition as the date fast approaches.

Canada Games Training team held their third tryout in Crapaud on February 20 with 10 skaters in attendance. Our 4th session will be held in April, with the date unconfirmed at this time.

Barb Mayhew

Evaluators/ Judges

Not Available

Marketing Committee Report

Interesting Numbers:

This past month we had a 90% increase in web traffic for a total of 57,860 hits.

Press Releases:

- Only one press release was done in Feb. by the Matthew Brand of the Guardian "Synchronized skating team hopes success more reality than illusion".
- A picture of Date-to-Skate skaters also appeared in the Guardian.
- In addition, several clubs got test and competition results published in the Guardian's Sports Notes.

Website Updates:

- Added 24 news articles in February.
- Updated the events calendar including test days and competitions.
- 13 of our 14 clubs have provided information of their webpage
- All competition results have been posted on the website
- Created a photo-gallery for the BMO 2005 StarSkate competition.
- Prepared an information page for the 2005 National StarSkate competition.

Items that we are working on:

- Working on the Marketing Committee for the 2005 National StarSkate competition.
- Update the website with new board minutes.

Recommendations

- Board members should receive a 15 minutes session on how to use the website during which we could get feedback on what could be done to improve it's usability.

I'm also looking for someone to help me manage the website and/or assist in promoting our sport, no experience required. If you are interested in helping, please send me an email at danny@skatepei.ca

Danny Lane

Membership Report

Not Available

Recreational Skating

The Dance Seminar was held on Sunday , February 27, 2005 at the Pownal Sports Center. The instructors for the Seminar were Cindy Stavert and Bonnie Woodside for the Preliminary and Junior Bronze Dances. Tom Mann and Lise Deveaux for the Senior Bronze dances and higher. The weather for that day was not great but we went ahead with the seminar . Most of the participants did make it with the exception of a very few.

The Preliminary and Junior Bronze groups were the best attended. I feel next year with the lack of interest we will have to increase the cost of the seminar to match the rest .

The Skills seminar is set for Monday, March 21,2005 at the Cody Banks Arena.

The instructors for this seminar are Kim Duffy and Martha Murnaghan. I hope to have a greater interest level than the Dance seminar .

Skater Development

Canada Games

A third Talent ID session was held in Crapaud on Sunday, February 28th. Twelve skaters have registered for these sessions, with 10 skaters in attendance on the 28th. Tara Costello lead the off-ice session which focussed on goal setting. The next session will be held in April, date/time/location to be announced.

Matched Grant Funding

A request for matched grant funding has been sent to Skate Canada to cover the funds awarded during the 2004-2005 season. An estimated amount for the 2005-2006 season was also sent forward in the amount of \$2,500-\$3,000.

Lisa Frizzell

Synchronized Skating Report

The Synchronized Skating sectionals took place on March 4, 2005 in conjunction with STAR Skate in Pownal. That now concludes the synchronized skating season. I would like to thank all coaches, managers, judges, accountants and all other volunteers for your help this season. Thanks to all these people, our skaters had the opportunity to participate in two island competitions and some of our teams participated in off-island competitions.

Next year is bound to be a busy season with (hopefully) the return of the synchronized skating clinic,

with a judges' clinic and with the Eastern Regional Festival of Synchronized Skating being held on PEI. I am in the process of preparing guidelines for each event held on PEI annually (clinic, friendship and synchro competition) so that the synchronized skating chair and the organizing committee/host club know what needs to be done, and who is responsible for the tasks.

Yolande Richard

Sport PEI Executive Director

Most of the time I have spent since we last met has been on answering phone calls, emails , correspondance about the National Star. I have met with Danny Lane and Nick Murray on the media for the National Star and what our roles would be at the Cari for the event. I have continued to use the web site to promote Sport PEI, Provincial Government, or other Figure Skating information. I have helped some clubs finish up their Kid Sport Applications with Terry Bernard at Sport PEI.