



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

Thursday, September 9<sup>th</sup>, 2004

6:30pm

House of Sport - Sport PEI

**ITEM I:**      **CALL TO ORDER**

**ITEM II:**      **ADDITIONS TO AGENDA**

**ITEM III:**     **MINUTES OF PREVIOUS MEETING**

**ITEM IV:**     **CORRESPONDENCE**

- 1.
- 2.
- 3.
- 4.

**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) Marketing
- (i) Recreational Skating
- (j) Skater Development
- (k) Synchronized Skating
- (l) Sport PEI

**ITEM VII:**     **NEW BUSINESS**

- 1.
- 2.
- 3.

**ITEM VIII:**   **NEXT MEETING**

**ITEM IX:**     **ADJOURNMENT**

# SKATE CANADA PEI

## Minutes of the Board of Directors' Meeting

Thursday, September 9<sup>th</sup>, 2004

6:30pm

House of Sport

<b><u>Present:</u></b>	Elizabeth MacKay	Chair	Sherwood-Parkdale
	Mary Ellen McInnis	Vice/Awards Chair	Pownal
	John Dunphy	Treasurer	Morell FSC Rep
	BJ Sandiford	Secretary	Charlottetown
	Glen Flood	Executive Director	
	Nancy Hashie	Past Chair/Accountant Chair	Evangeline
	Danny Lane	Marketing Chair	Cornwall and Area FSC
	Susan Yeo Davison		Alberton FSC Rep
	JoAnne Parnham		Summerside FSC Rep
	Kim Duffy	Coaches Chair	
	Susan Gallant	Recreational Skating Chair	Rustico (Wings on Ice)
	Joe Steele		Kensington FSC Rep
	Yolande Richard	Synchro Chair	
	Darlene Gallant	Membership Chair	O'Leary FSC Rep
	June Easter	Test Chair	O'Leary
	Barb Mayhew	Competition Chair	Kensington
	Dave Hodge		Charlottetown SC Rep

**Item I:** **Call to order:** Elizabeth MacKay called the meeting to order at 6:45 pm.  
A quorum was determined.

**Item II:** **Additions to the Agenda:** Additions under New Business were:

1. Insurance
2. National STAR Competition
3. Auditors

It was moved by---- and seconded by---- that the new agenda be accepted with the additions.

**MOTION CARRIED**

**Item III:** **Minutes from the Previous Meeting:** The minutes for the meeting held on Wednesday, March 10, 2004 were moved to be accepted by John Dunphy.  
Seconded by Kim Duffy.

**MOTION CARRIED**

**Item IV:** **Correspondence:** Kim Duffy presented a letter from an adult skater inquiring about funding to attend the National Adult Invitational, a non qualifying event. June Easter moved that the Section fund skaters participating in qualifying events only.  
Seconded by Darlene Gallant.

**MOTION CARRIED**

**Item V:** **Treasurer's Report:** Handed out were:  
Income Statement Comparison of Actual to Budget for Fiscal End 2005 Balance sheet as at 8/31/2004 John Dunphy moved that his report be accepted as presented

Seconded by Barb Mayhew.

**MOTION CARRIED**

John moved that all payments received by the Section office be in the form of cheque or money order.

Seconded by Danny Lane.

**MOTION CARRIED**

**Item VI:**

**Committee Reports:**

**Accountants:** Nancy is developing a training program for the Accountants' Workshop to be held on Oct 23<sup>rd</sup>. Danny is helping with computers and software. Four laptops were volunteered by members.

**Awards:** Mary Ellen had nothing to report.

**Coaches:** Report attached.

Kim is improving the job description for Coaches Rep. Kim has a Coaches fee schedule.

**Competitions:** Report attached.

ADL will be held February 26, 2005. Date-to-Skate will be held January 22, 2005. There was a discussion about interclub competitions.

**Evaluators/Judges:** Report attached.

**Marketing:** Report attached.

A list of clubs' registration dates was made. Glen will post it in Sports Notes. A SKATE CANADA ad will be in the Guardian on Monday, September 13, 2004.

**Membership:** Report attached.

**Recreational Skating:** A centralized PA training workshop was proposed for Kensington during the Teachers' conference.

**Skater Development:** Chair position is vacant. Highlights presented by Elizabeth.

**Synchronized Skating:** Report attached

Dave Hodge volunteered to help Yolande find 3-5 hours of ice in Charlottetown for late November or early December for the Synchro Clinic.

**Sport PEI:** Report attached.

Kim Duffy moved that all the reports be accepted as presented. Seconded by John Dunphy.

**MOTION CARRIED**

**Item VII:**

**New Business**

**Insurance:**

**Motion: To register the Section for insurance of approximately \$700.00.**

Moved by Mary Ellen McInnis, seconded by Barb Mayhew.

**MOTION CARRIED**

**National STAR:** Elizabeth announced the PEI will host the National STAR, National Adult Invitational and National High School competitions. Many volunteers are required.

**Auditor:** The Section requires a new auditor.

**Item VIII:**

**Next Meeting**

The next meeting will be held on Tuesday, October 5, 2004, in Summerside, at 6:30 Location to be found by JoAnne Parnham.

**Item IX:      Adjournment**

Barb Mayhew moved that the meeting be adjourned. Seconded by Joe Steele.

**MOTION CARRIED**

Respectfully submitted.  
BJ Sandiford, Secretary

**Accountants Report**

None available

**Awards Report**

None available

**Coaches Report**

None available

**Competition Report**

**September 7, 2004**

Another skating season is about to begin, and with it comes our competition season. This past spring and summer I along with Nancy Hashie have been busy making arrangements and preparing announcements for the upcoming competitions.

The BMO Financial Group Skate Canada PEI Sectionals are being held November 5 & 6 in Kensington this year. Ice has been booked, the announcement has been sent, the banquet is booked, Nancy Hashie has agreed to be the Tech Rep., and one judge has been confirmed for this event, I even received my first entry!

The STARSkate Competition will be held in Pownal on March 4-6, 2005. Ice has been booked and the announcement is with the Tech Rep and hopefully will be passed out at the September Section meeting. Sponsor letters have been sent to five sponsors with three already confirming their support for the 2005 event (The Travel Store, Syngenta and Western Welding) and Maritime Electric has given a donation to the event. Plans seem to be moving along quite nicely for this event. A committee will be formed to make the rest of the arrangements. The Synchronized Chair will be sending the announcement for the Synchronized Skating Championship.

The Kensington & Area Figure Skating Club will host the ADL Junior Figure Skating Competition again this year. This announcement will be sent to all clubs once the Tech Rep gives the go ahead.

Interclub will be held in February, 2005 and the Evangeline Figure Skating Club will be the host.

Respectfully submitted  
Barb Mayhew

## **Evaluator/Judges Report**

The evaluator/judges on PEI have had an active season to date. Tanya Gallant has completed her preliminary evaluator work and effective Jan 2, 2005 will be evaluating at preliminary level test. Holly Betts has her juvenile singles promotion and will be starting her senior bronze evaluating later this season. . Nicole Betts and Holly Betts attended Skate Minto to work on their juvenile pairs and dance promotions. Skate Minto would be delighted to have the girls return again next year. Sandra Caseley and Wendy Reid are now doing supervised preliminary test.

Debbie MacMurdo has been marking juvenile exams .She will also assist at supervised tests as available. Debbie has agreed to do a video test at sectionals where necessary to complete juvenile promotions.

Tech Rep to date       ADL – Sandra Caseley  
                                  STARskate PEI – Nancy Hashie  
                                  STARskate National- Debbie macMurdo

Test Dates – Dec 11 East Primary-High Test day hosted by Charlottetown  
                  Jan 2 – West Int/High O’Leary  
                  March 27or29 Int/High O’Leary  
                  March 13- Primary-High hosted by Sherwood.

Please do not request tests or competitions on Jan 22, March 4-6, Feb 26, March 30- April 1-3 as these are competition dates and evaluators will be unavailable.

An update form has been mailed to evaluator/judges . Responses are slowly returning. To date we have 7 interested in a juvenile clinic, 5 interested in club competition workshop, 4 in synchro , and 5 in a novice clinic within the next year. I will have some help at Star to explain judging and evaluating to younger skaters that might be interested in doing this.

June Easter

## **Marketing Report**

In an effort to get ready for the skating season – several additions have been made to the website.

. A menu driven News system that will allow more people to post messages on the website has been added

- . You can now view News Articles in various ways i.e.: by Headlines, by Category or by Date. This option is found under the Skate PEI main menu tab, under the News submenu.
- . A new Evaluators/Judges Web page is now available – thanks to June Easter for all the material.
- . We also provide each club with a Web page. To get your club information on the website go to <http://www.skatepei.ca/clubadd.htm> and fill out the electronic form. It will take a week or so before your page gets published. To see what clubs have already been published go to the Clubs main menu tab and select the Club listing submenu.
- . The 2005 BMO Sectional competition information is also now available online under the Competitions main menu tab and the BMO Sectional submenu.
- . A poll/survey question is also available on the main Web page under the Upcoming Events box.

Items that we are working on:

- . Updating all the Competition WebPages as information is provided to me.
- . Developing an Accountants Web page.
- . Updating the Events calendar for this upcoming year.

I'm also looking for someone to help me manage the website, if you are interested please send me an email at [danny@skatepei.ca](mailto:danny@skatepei.ca)

Yours in Skating;  
Danny Lane

## **Membership Report**

None available

## **Recreation Report**

None available

## **Skater Development Chair**

None available

## **Synchro Report**

**September 9, 2004**

The new season has arrived and synchro is planning on having its three main PEI events. The Synchronized Skating Championships will take place during STARskate PEI, being held March 4-5, 2005 in Pownal. The Friendship Synchronized Skating Competition will be held in Evangeline in mid-February 2005, during the Interclub Competition. The Synchronized Skating Clinic will be held at the end of November or beginning of December, depending on ice availability and Skate Canada's course coordinators. I have asked the club representatives to check on ice time at their respective rinks, however nobody has gotten back to me yet. If you have not done so, please check with your rink

for available ice times November 26-27 or December 3-4. I am working with Skate Canada to confirm the availability of course coordinators.

This year's Eastern synchro competition will be held in Laval, Québec from February 11-12, 2005. No further information is available as of yet, however the announcement will be available on the "members only" section of the Skate Canada website within the next month or so.

There has been some interest in a synchro clinic for judging. June Easter has been in contact with Skate Canada and all three maritime provinces have expressed some interest in the clinic. There will be a clinic at some point during the season. A probable possibility is late January in NB during their invitational. If anybody knows of anyone interested in judging synchro, please tell them to let me know: [yrichard@pattersonpalmer.ca](mailto:yrichard@pattersonpalmer.ca) or 888-4571. I will also contact our current synchro judges to see whether they are interested in a refresher course.

Respectfully Submitted,  
Yolande Richard

## **SportPEI**

Thursday September 9<sup>th</sup>, 2004

This summer I spent time updating the coaching information of some of our Club coaches. This entailed the NCCP forms, coaches videos, and dealings with Shirley Trottier from Skate Canada. Other coaching dealings have been advertising for Club coaches for Tignish and Rustico through the sport notes. Steven Sugars feedback was very positive from the Atlantic Coaches seminar level 3.

I have also spent time on learning how the web site works , so that I can post news items and articles that come to my attention. Danny has been an excellent resource for this.

I have completed our new Section directory for the year.

I had a meeting with the Chair Elizabeth MacKay to go over the upcoming year. From this Meeting we have sent out the Government Funding request for the upcoming season. Most have been returned to me.

I would like to use this meeting as a reminder to Clubs that the Kid Sport Funding Applications are ready to go for another skating season.

Also have handled email correspondance from the National Office all summer.

Our Calendars are in for the year.

Respectfully submitted  
Glen Flood