



**Board Meeting
Tuesday September 13th, 2005
Charlottetown, 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) Recreational Skating
- (i) Skater Development
- (j) Synchronized Skating
- (k) Sport PEI

ITEM VII: NEW BUSINESS

1. CanSkate Membership Drive

ITEM VIII: NEXT MEETING

The next board meeting for the Section will be held on Wednesday October 19th at 6:30 pm in Summerside. The place of the meeting TBD

ITEM IX: ADJOURNMENT

Item III:

Minutes from the Previous Meeting: The minutes for the meeting held on March 14, 2005 were moved to be accepted as presented by Juanita Gallant.

Seconded by Calvin MacLean.

MOTION CARRIED

Item IV:

Correspondence: Elizabeth summarized the following correspondence.

1) "Excellence", a list of the Skate Canada Achievement Awards, was passed out to award recipients.

2) Skate Canada Important Date listed below

Oct 27-30	MasterCard Skate Canada International	St John's NL
Dec 1-4	Western/Eastern Challenge	Mississauga, ON
Jan 9-15	Canadian Championships	Ottawa, ON
Feb 1-4	Junior Nationals	Moncton, NB
Feb 10-12	Eastern Regional – Synchro	Charlottetown, PE
Mar 2-5	Synchro Nationals & Festival	Hamilton, ON
Mar 20-26	Worlds	Calgary, AB
Mar 30 – Apr 2	National STARSkate & Adult Nationals	TBA
May 25-27	ACGM	Markham, ON

3) Fundraisers

- Calendar by the International Drug Awareness Research Foundation
- Skater agendas/diaries
- "How to make skating dresses" manuals
- Toilet paper
- Sterling Silver Skate earrings by BJ Sandiford

4) Answers from Skate Canada about Club Constitutions

- SC rule references should be left in club constitutions
- No quorum? Call another meeting

5) NCCP course info

6) Thank you cards from

- Sandra Cassely – retirement gift
- Anna Mae
- Mary Mombourquette – Adult Championships

7) Canadian Tire's Kidsport program info

8) Skate Canada Club Registration Kits

- The highest increase in CANSkate registration will be recognized at the ACGM with the Chairman of the Board CANSkate Honour Roll.
- Incentives are awarded.

9) Snow Balls - A Synchro component of CANSkate from Quebec

10) All proposed amendments to SKATE Canada rules were approved at the ACGM.

11) Confirm that coaches have had their police checks. They will receive a sticker for their ID tag when they have registered for the year.

Item V:

Treasurer's Report:

The SKATE Canada P.E.I Budget for 2005-2006 was handed out and presented by Elizabeth MacKay

Barb Waite moved that the budget be accepted as presented with a deficit of \$26,780.

Seconded by Barb Mayhew.

MOTION CARRIED

Item VI:

Committee Reports:

Accountants:

- Oct 28-30 CPC Clinic for accountants.
- Presenter will be Gordon Markham.
- A letter is ready to mail to all accountants.
- The Section's desk top computer is in good condition and Nancy would like it out of her house. Glen will ask around at Sport PEI to see if another sport organization can make use of it.

Awards: Elizabeth asked for a volunteer to take responsibility for this position.

Coaches: No Report.

NCCP: No Report.

Competitions: Report attached.

Summary of Dates

Oct 28-30	Sectionals	St. Margaret's Bay, NS
Feb 5-6	Date-to-Skate	Summerside
Feb 7	High School Invit.	Summerside
Jan 28	Interclub	O'Leary
Jan 28	Friendship	O'Leary
Feb 24-26	STARSkate	Kensington
Mar 4	ADL	Kensington

Evaluators: Report attached.

- Judges are in a crisis on the Island.
- Oct 1 Coaches clinic will include a training session on Triathlon.

Judges: No report.

Marketing: No Report.

- Elizabeth asked for a volunteer to promote "CANSkate Week on PEI"
- Nov 1-7

Membership: No report.

- Elizabeth reminded all clubs to register their officials and coaches
- Check that all coaches have had their police checks.

Recreational Skating: Report attached.

Skater Development: Report attached.

- Dec 31 Deadline for Off Island Training applications

Synchronized Skating: No Report.

- Mary Ellen is working on arrangements for a Synchro Seminar for early December.

Sport PEI: Report attached.

- Glen promoted Kidsport.

Nancy Hashie moved that all the reports be accepted as presented.

Seconded by Douglas Matheson.

MOTION CARRIED

Item VII: **New Business**

Insurance:

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

Moved by Barb Mayhew,

Seconded by Mary Ellen McInnis.

MOTION CARRIED

Provincial Funding Grant:

- Sep 30 Deadline

Management Letter from the Auditor: Elizabeth summarized the letter from Arsenault Best Cameron Ellis.

- **Expense Claims** All expense claims require attached receipts or other supporting documentation and be authorized by an appropriate individual prior to payment.
- **Cash Receipts** All monies remitted from committees have attached supporting documentation, showing the amount to be deposited and a list of the sources of the cash receipts, which is reconciled to the amount remitted.
- **Budget Approval** All budget approval details are formally documented in the minutes.

Item VIII: **Next Meeting**

The next meeting will be held on Wednesday, October 19, in Summerside, at 6:30

Location to be found by JoAnne Parnham.

Item IX: **Adjournment**

Barb Waite moved that the meeting be adjourned.

Seconded by Barb Mayhew.

MOTION CARRIED

BJ Sandiford, Secretary

September 14, 2005

ACCOUNTANTS COMMITTEE

- No report available

AWARDS COMMITTEE

- No report available

COACHES COMMITTEE

- No report available

COMPETITION REPORT

September 8, 2005

Well, another busy competition season is just around the corner; hopefully everyone has had a wonderful summer and is ready for an exciting skating season.

This year, PEI will be joining Nova Scotia for our Sectional competition. It will be held at the St. Margaret's Bay Center in St. Margaret's Bay, Nova Scotia, October 28-30. Announcements have been emailed and competitors are asked to have their entries into me by September 23/05, as I need to have them in the NS competition registrar's hands by October 1.

Summerside will once again be hosting Date to Skate at Cahill Stadium in Summerside February 5-6 with consideration being given to hosting a high school invitational.

The O'Leary club will host the Interclub and the Friendship Synchronized competition January 28/06

STARSkate will be held February 24-26/06 at Community Gardens in Kensington. We have sponsorship confirmation from 3 sponsors and requests have been mailed to 5 others. Plans will be ongoing for this competition and the announcements will be sent to clubs as soon as they are available.

The Kensington Figure Skating Club, will host ADL, on March 4/05, with a storm date of March 4/06.

Canada Games Training team will be back in action again this season. We held fitness testing in Summerside on May 27 and a funding request has been sent in for the 2005-2006 season.

Barb Mayhew
Competition Chair

EVALUATORS/JUDGES COMMITTEE

This year promises to be a challenge for the judges and evaluators. A number of individuals have chosen to retire, others are unavailable for the CPC training at the present time, Holly Betts is studying in Maine - a challenge indeed. On a positive note -- Debbie MacMurdo, Tanya Gallant and Shannon Richards have their CPC training and Tanya and Shannon will attend the Island training sessions as well. Carla Caseley and Jewel Easter have continued working on their juvenile promotions having trial evaluated at Prince County Skating School test day. To date Jessica Ellis, Wendy Bernard, Jewel Easter and Maureen Handrahan have indicated interest in the CPC training Sept 10 & 11.

Tech Reps assigned to date are:
Date to Skate/ High School Invitational - Libby Colwell
ADL - Sandra Caseley
STARSkate- Nancy Hashie
Zone 1 Interclub & Friendship Synchro- TBA

I would like to thank Andre Marc Allain for agreeing within three hours to facilitate the CPC training and to Shannon for taking this information and co-coordinating the clinic. All of these expenses were in the judges budget. A thanks is due to Glen Flood for arranging a printer for the CPC manuals. After consultation with Tanya Gallant and the printers, I was able to change the original Skate Canada manual format which resulted in a considerable saving for the section. Manuals will be available for all clinic participants. The participants will be responsible for updating the manuals which are current to June 30, 2005. These updates are done by internet access on the Skate Canada website. If individuals have problems with internet access I would recommend they visit their local Access PEI office or technology Center for assistance.

June Easter
Judges Chairman

MARKETING COMMITTEE

- No report available

MEMBERSHIP COMMITTEE

- No report available

RECREATION COMMITTEE SEPTEMBER REPORT

Welcome back everyone! I do not have a lot of new info to report at this time. Still trying to work on holding 3 seminars over the skating season. I hope to have 1 up West, 1 East and 1 more Eastern (Pownal). I will pass out info as soon as everything is confirmed.

Susan Gallant

SKATER DEVELOPMENT COMMITTEE REPORT

September 1, 2005

Several changes have been made to the funding and training offered through Skater Development. To recap some of the highlights from the August 9th memo sent to all skaters, coaches and Board Members:

- 1) Prince Edward Island will be holding its 2006 BMO Financial Group Sectional Championships in conjunction with Nova Scotia's Sectionals, being held in St. Margaret's Bay, on October 28-30, 2005. A funding schedule was developed to support skaters and their coaches in attending this event.
- 2) Funding for Matched Grant has been discontinued by SkateCanada and will no longer be available to our skaters.

- 3) Funding in the amount of \$300 will be given to all skaters who qualify for the 2006 BMO Financial Group Eastern Challenge Championships and Juvenile skaters advancing to Junior Nationals in 2006.
- 4) Elite Skater funding has been removed from the Skater Development budget for the 2005-2006 season.
- 5) PEI will not be hosting a Fall Youth Camp during the 2005-2006 skating season.
- 6) This year, PEI plans to increase the number of Competitive Club sessions to approximately eight (8) over the 2005-2006 training season in order to meet the needs of a broader range of skaters.

Ice time for Competitive Club has not yet been secured, however time is being sought as to have Canada Games training sessions and Competitive Club coincide. Work is being done with Julie MacNeil to try and work out a schedule that will meet the needs of skaters.

Once times have been slotted, more details will be forwarded to skaters regarding Competitive Club.

Sincerely,
Lisa Frizzell
Skater Development Chair

SYNCHRONIZED SKATING

- No report available

SPORT PEI

This past summer I spent some time working with policies groups at Sport PEI that include everything from privacy policy to harassment. We hope to offer these to PSO that might not have certain policies in the next several months.

I have done some work on posting information on the website, which includes the dates, times of registration. I then took that information and with assistance from Nick Murray developed the 1st press release of the year.

I also have gathered contact information for the new directory.

I have also began fielding phone calls for can skate programs.

Passed on coaching information for upcoming season, (both Skate Canada and Provincial Government) and sent out some coaches evaluations and work that has been done to help them ready themselves for a new season.

Also helped Shannon Richards organize the Judges Clinic for Sept 10-11.

Also Sport PEI has come out with a new administrator award.

Kid sport applications are ready for the new season as well.

Respectfully submitted
Glen Flood, Executive Director