

Whistler Gymnastics Club Meeting
Thursday April 20, 6:00 – 8:00pm
Whistler Athletes Centre Lodge



1. Meeting attendance: Regrets Tim.

Present: Tami, Pattie, Susie, Cristiana, Audra, Joan.

2. Approval of agenda: Motion to approve: Audra, Second: Pattie

3. Approval of minutes Feb. 2017:

4. Strategic Planning 2016-2017 one year planning

- Annual Plans April – June and Summer 2017- Take a look at task timeline
- Whistler Summer Classic
- Set Budget- May 2017
- Viasport, WREA grant, Gaming grant, all due in next few months.
- In class Ribbon day and viewing week (5th-10th June) instead of year end show due to coach burnout. We need to include some form of fundraising as we are down (3K) and must meet our club goals before individual teams may collect their fundraising efforts. Cristiana will look at moving it from some other area of the budget as it is too close to the Whistler summer classic to be asking for basket donations.

Task: We need separate line items for each individual team fundraising and general club fundraising on the financial statements. (CS)

Task: Look into finding 3K somewhere else in the budget to cover the shortage. (CS)

Task: Tami and CS take the proposed restructure to the staff for feedback.

Task: Post new employment position immediately due to time sensitive situation.

Details of job description will be set once the Organizational structural changes are finalised. (CS)

- Organizational Structure suggestions July 1 – June 30 2018

Suggestion for restructuring: In place of the previous Business Manager position – A new Admin/program coordinator position. The ED will absorb some of the business tasks but reduce overall hours slightly.

- Club Survey? Parents satisfaction survey- primarily for expectations.

- AGM date and time, discuss any resolutions, update on Organization structure, changes in management/ coach structure, job responsibilities, budget, comp meet fees, fee changes, other policy changes, Project fundraising, board recruitment.

AGM set for Thu June 15 2017 6.30. Open gym will be available for kids age 6 and up (who's parents are attending the meeting) from 6.30 – 8pm. Food and Drinks will be provided for the meeting by the board members. No BBQ planned this year.

5. Financials

- Budget summary- **Task: April comparative (Tim)**
- Lease Update- **Negotiations underway- March 31 2017 was end date of the previous lease.**
- Spring registration numbers and income, **Sandy to send out**
- Budget projections April – June
- Grants: congratulation on CEP grant, Gaming Grant May 31 **Task: Pattie and Tami to write- Request will include assistance with funds for lease.**

6. Executive Director report including;

- Business Manager report- spring program registration numbers and comparison
- TG Head Coach
- AG head Coach
- GFA head coach / AS Head Coach
- Marketing/ website/ social media
- Facility coordinator

7. Fundraising

Purdy's

Year End Show

Summer Classic – **Task: Count and order awards.**

Task: Registration deadline reminder.

8. Volunteering; Opportunities?

9. Other/ Important dates

End of Spring Session [June 10](#), End of Competitive and Interclub [session June 23](#), tramp comp [June 29](#)

Summer and Fall Registration updates

10. Next Meeting: [May 25th 6 – 8pm. Agm agenda will be approved at this meeting.](#)

Task: [May 31st 7pm end of season BOD dinner.](#)