



Whistler Gymnastics Club Board Meeting
AGENDA

September 29 6:00-8pm, BOD mtg room Whistler Sport Legacy HP Centre

Highlighted documents attached for your review

1. **Welcome members present-** Erin, Audra, Susie, Pattie, Cristiana, Karen, Sheila, Joan
regrets: Tim Harris
2. **Approval of tonight's agenda** Motion to approve - Joan, Second - Audra
3. **Approval of last meeting minutes (May 2016)** Motion to approve - Pattie, Second - Audra
4. **Financials –Sandy/Claire/Christiana**
 - a) **Year-end 2015-16 compared to Budget 2015-16 attached – Sandy –** At the fiscal year end we have a positive balance of \$150. This was better than anticipated due to the meet profits of approximately \$26300. There are still a few loose ends to tie up regarding the meet however it was a giant success.
 - b) **Balance Sheet as of 06/30/2016**
 - c) Finalize and approve Budget 2016-17 (oct meeting)
5. **Executive Director's Report**
 - a) **Business-**
 - o Summer registration **comparison report** Sandy
 - o Fall registration report-to-date - Registration is currently on target to date. The team have been manipulating the schedule to allow for program demand. All active start programs are full, with wait lists this year. We have a particularly large number of interclub athletes. Access programs, adult gym and trampoline drop-in continue.
 - o Lots of returning access groups, this has been challenging with coach shortages but we are accommodating where possible.
 - o Looking into funding to get the 'kids can move' program back into the schools this year.
 - b) **Programs**
 - o Fall Classes-**chart**
 - o Fall Access –drop-in programs
 - o Community Involvement plan 16-17
 - o School Program plan 16-17
 - o **Hiring Committee Report –Sheila –attached Hiring Report** It was determined that a meeting should be scheduled ASAP for competitive trampoline parents and athletes to present the facts surrounding Louise's absence. A survey will be planned some time after the meeting to determine needs and improve training for athletes.
 - o Fall Coaching Staff –status and training & development
6. **Strategic Planning and Governance- Sheila- attached Org Structure and BOD planning**
 - I. **Appointment of BOD executive Officers – Secretary: Susie, Past president: Pattie, President: Tami, Need to add an inclusion rep as per our Inclusion policy, and a Pemberton pod representative.**
 - II. **Review BOD /Volunteer Composition and roles** Now that we have an Executive Director we will be considering changing/modifying some of the board positions. The Fundraising coordinator and Volunteer coordinator will no longer need to be on the board of Directors.
 - III. **BOD Performance Review 2015-16 –** The board of Directors are asked to look over last years board goals and rate them 1-5 based on how well we achieved the goals. We will discuss this and set new goals at the Oct meeting.
 - IV. **New Society Act –** A new society Act is soon to come into effect. Everything must become digital or the company will no longer be considered a society. Nov 28/ 2016 is the change over date for existing bylaws to be completed most easily.

Changing to a Member funded society is possible at this date also along with a few other new details and categories we have the opportunity change. We need to do some research and determine what is best for our club. All Board members are asked to review the changes and contribute to discussion at the October meeting.

V. **Minimum Wage increase** - There is an upcoming increase to minimum wage, which needs to be factored into the clubs coaching pay scale. We need to consider what this means as an increase at every level of the pay scale. This will be examined further at the October meeting.

a. Annual Plans/Reviews

- i. Annual Task Outline
- ii. BOD & Management Goal setting 2016-17 (October meeting)
- iii. Club –open house date? are we doing this?

b. Long Term Plans/Reviews

- i. 2014-17 Plan – defining and implementing strategies

7. Fundraising

- a) Whistler Summer Classic- A huge Success and a big thank you to Erin Crawford for her hard work on this event that brought the club \$26300
- b) Need to determine targets for 2016-17 and fundraising committee and what fundraisers to continue Purdy's?, Veseys?, Pointsetta's?
- c) Grants
 - received
 - \$35,500 Gaming
 - Iron Man \$1000 –thanks to Sonia Mahoney
 - Whistler Blackcomb Foundation \$21,5000 Foam replacement and tramp completed Sept 2016
 - Sept Grant Applications - National Sports Day

8. Calendar Updates

- Sat/Sun/Mon Oct - No Classes Thanksgiving
- Comp Parents' mtgs – WAG? and TG ? ensuring they understand payment commitment

9. Next Meetings

- a) OCT BOD –discussion of best day/time for Oct meeting open to club members – **October 20 2016, 6-8pm**
An open club meeting will be planned for the November 2016 meeting.