

## VCSSC Executive Meeting Agenda and Notes

November 13, 2019

7:00 – 8:00 pm

Avison Management Board Room



**Attendance:** Terry Lazaruk, Jessica Seely, Trinda Elwert, Laura Rusznak, Calvin Desmarais, Christine Bulmer, Sean Baumann, Leal Baumann

### Agenda

- 1) **BCSSA Update**
- 2) **Registration Update**
- 3) **Club Enrollment Cancellation and Refund Policy**
- 4) **Financial Update**
- 5) **Meet Waiver Forms**
- 6) **Vanderhoof Meet Update**
- 7) **Local Paper "Athlete of the Week"**
- 8) **Equipment Insurance**
- 9) **Skate Purchases**
- 10) **Time Exchange with Minor Hockey**

#### 1) BCSSA Update - Terry

- BCSSA Logo Change
  - SSC changed their logo and now they are proposing that every province to adopt a similar format, with each province having a different logo below where the SSC leaf is
  - the issue is that there is not much space to add something specific to BC; what could BC put there that would be different than the other provinces?
- if they sign on with joining this bigger system, it's linking the BCSSA with SSC website
  - BCSSA has already put a lot of work into working with a company regarding their website so they've put a pause on this but SSC isn't yet moving forward as they want buy-in from other groups first
  - the biggest concern from BCSSA is that they've been wanting to make the database for the skaters more easily accessible as right now it is onerous (e.g. looking up results)
  - at this stage they are just updating us, we are not being asked to provide any input
- Athlete Dev Committee: fell apart this year due to timing and people moving on to other Commitments; so no committee this year
- New medals for next season

- potentially looking at having skaters submit designs; they have a certain number of medals that they buy until they are gone and then they order more; would win a complete set of the medals framed
- Discussion whether we should write a letter regarding dislike for how BC Cup has been set-up this year, with those not able to attend BC Cups, not being able to attend provincials; it was decided that Terry would draft a letter explaining how this affects our club (kids and families not able to afford to travel to both BC Cups, being at a disadvantage); Terry will share the letter with the executive before sending it
  - Laura suggested that Terry ask if they are having a meeting of all BCSSA presidents as the concerns could be raised there

## **2) Registration update and process moving forward – Trinda**

- online registration looks quite easy but there are online service fees \$0.35 cent per transaction; Spordle Fee: 2%, Credit Card Fee: 1.95%
  - some clubs have incorporated these service fees into the registration fee
  - increased BCSSA and SSC fees but we haven't increased our fees
  - member registration fees: most of our skaters are registered as competitors (up \$15 in last 3 years) or participants (up \$10 in last 3 years); will be going up \$5 next year; some of the fees go to insurance and some revenue; should we increase our fees? (at previous meeting we agreed to request more grant funds for next year)
  - Calvin Desmarais made a motion that we pass online skater registration fees onto registrants. Terry Lazaruk seconded the motion. Motion carried.
- Discussion regarding associate fees, which the club normally refunds, which are also going up. It was decided that starting next season, associate fees will be refunded, less the service fees, once the individual has volunteered at our home meet for a half day or more (i.e. am/pm). If individuals cannot attend the meet, they are welcome to contact the meet coordinator for ideas to help with pre- and post-meet volunteer opportunities or an executive member or for other volunteer opportunities.
- recommendation that we add \$5 to registration fees in response to increases in BCSSA and SSC fee increases, plus add the online registration service fees. Trinda will put together the new fees and share.
- If we can open registration early, should we do that? It is expected it to be a fairly easy process but parents having to pay early may be an issue. Helps with planning and getting skates ready. Will have to communicate with families better as with online registration the interface is missing.

## **3) Club Enrollment Cancellation and Refund Policy – Trinda**

- Discussion regarding a cancellation and refund policy
  - Concern is that when people back out, we may not be able to fill that position by someone else
- Trinda researched some others refund policies and shared them, including different cut-off dates and amounts
  - Trinda Elwert made a motion to change our refund policy to a 50% refund until October 15<sup>th</sup> and no refund after October 15<sup>th</sup>, with skate rentals being non-refundable. Jessica Seely seconded the motion. Motion carried.

#### **4) Financial Updates – Laura Rusjnak**

Christina Bulmer has graciously volunteered to step in next year as the Treasurer, as we will be losing Laura

- financial update from Laura
  - current balance \$24,400 (started this year at \$21,600) – last year started at \$37,000 because membership fees were not billed until end of November, so without that we are roughly the same as last year
  - \$9,517 first BCSAA bill
  - nothing unusual in expenses this year
  - forecast – we should end up in same position as we started out with, about \$22,000 without any additional skate purchases or equipment purchases; last year we spent about \$4,000 on equipment; Laura did not factor in the extra mats (for repair) and that we got a really good deal last year on the mat repair

#### **5) Meet waiver forms – Jessica Seely**

- was some concern regarding kids signing off on spots that parents should sign off on; there is a place holder for under age skaters to sign; is not legal for under age skaters to sign a waiver; Jessica changed it to parent's perspective; Jessica will designate a person at the registration table to answer question regarding the terms of the assumption of risk form
  - Terry will send the form back to Misty at BCSAA, asking them to take it back to their insurance providers to make sure it meets their requirements; will refer them to the changes that we made (are we voiding our coverage if we edit the form or are they in the process of changing it?)

## 6) Vanderhoof Meet update – Jessica Seely

- arena set up pretty much taken care of: tables, chairs, mic, radios, glass removal (Heidi has said this will be taken care of)
- how do we get access to the bleachers/stand for officials? Will need a key to access

officials have been arranged, Jessica has arranged a level 3 ref to fly in Friday and leave Saturday night; ticket has been purchased \$420; Jessica will arrange accommodations

- Discussion regarding meet expenses
  - we pay for kit for electronic timer
  - we get no funding help if we need to bring in an official; no help for officials
- requirements for officials have also been changed; only need level 1 to run an inter-club and only need basic first aid; Jessica proposes that we still use a level 3 first aid as first attendant and basic first aid as second and that wherever possible we still use level 2 officials

## 7) Local paper 'Athlete of the week' - Terry

- have the opportunity to spotlight some of our skaters; paper will interview the skater
- Terry will start an email conversation after the PG meet regarding a skater to select based on results at meet

## 8) Equipment Insurance

- Is this something we need/want? If for example there was a fire alarm, skaters would have to walk out in skates, damaging the skates
  - Sean will contact some insurance agencies to get more info, including whether such insurance is available, what would be covered, prices

## 9) Skate Purchases – Sean

- Sean has been familiarizing himself with the inventory
  - we have 123 pairs of skates (and not including the Bonts); 58 pairs in cupboard of short track and about 20 long track (in equipment room, not including those currently signed out)
  - there are some older skates out that are having issues (e.g. buckle issues)
  - got rid of three pairs that were in dis-repair
  - recommends investing in 5 pairs 37-39s boot/blade combos (about \$1,800); going forward after that 5 sets of boots; Sean estimates about \$4,000 for what he is proposing;

- the club directed Sean to go ahead with order and submit receipt; Terry recommended to remind them to grind the tip to follow ISU rules
- soft covers – Jessica proposed a sewing bee; Trinda and Laura said that they would help
- have 2 brand new helmets and 2 youth extra large skin suits that we should look at selling; Jessica recommended not advertising the helmets; Trinda will advertise the skin suits on Facebook (Sean will send picture)

#### **10) Time exchange with Minor Hockey**

- we gave up 1 hour Jan 17, 2020, we have to be off ice at 7 pm – this means no skating for last group and L2T have to get off a little early. This is in exchange for Jan 6th: have ice until 9:15 pm.

Replacement Ice Monday (January 6) Schedule:

AS: no change 5:15 to 5:45 pm

Fundamentals: no change 5:15 to 5:55 pm

Group South: no change 5:55 to 6:40 pm

Group North: 6:40 to 7:40 pm

Ice clean: 7:40 to 7:50 pm

T2T/Junior/A4L: 7:50 to 9:00 pm - off the ice at 9:15 pm

**Meeting adjourned.**