

**Saskatchewan Sailing Clubs Association**

Board of Directors Meeting

November 21<sup>st</sup>, 2016

510 Cynthia Street

Minutes

<b><i>Present</i></b>	<p>LP Gagnon (President), James Briens (Racing Director), Tyler Koyl (Treasurer), Ric Witham (Communication Director), Romuald Lagace (Member at Large), Joe Gerlinsky (Member at Large), Mark Lammens (Staff),</p> <p>Regrets: Mike Ritchie, (Past President), Judy Winship, (Member at Large), Marty Houle (PASC Rep.)</p>
<b><i>Approval of Agenda</i></b>	<p><b>Motion</b> The agenda is approved.</p> <p>M/S/C Romuald/James</p>
<b><i>Minutes October 17<sup>th</sup>, 2016</i></b>	<p><b>Motion</b> Accept the minutes of October 17<sup>th</sup>, 2016.</p> <p>M/S/C James/Romuald</p>
<b><i>SSCA Equipment Purchases.</i></b>	<p>Purchases: 29er training main sails, 1 laser, 2 radios, 2 Radials and AED.</p> <p>AED will require batteries and pads be replaced 2-3 years. There will be annual costs to owning the AED.</p>
<b><i>Branding</i></b>	<p>Discussion about Sask Sailing/Saskatchewan Sailing Clubs Association and potential confusion and marketing challenges.</p> <p>Western Canada has Province and then Sport in name, MB Sail, BC Sail and Eastern provinces and Sail Canada is sport them province. Sail Ont, etc.</p> <p>Yachting is finally dropped from all PSA's and National Sport Association.</p> <p>Action Item Tyler to research and present at AGM?</p>
<b><i>Sask Sports Policy amendment for funded Sports</i></b>	<p>Sask Sport has directed all sports to amend an error with complainant /sport relationship.</p> <p>Motion Accept the new wording for the policy and reflect in the policy on web site.</p> <p>M/S/C Romuald/Joe.</p>

<i>150</i>	Sports can vote with 150th Canada Day birthday for “most popular”. Vote at: <a href="http://www.participaction.com/150">www.participaction.com/150</a>
<i>Sask Sport Assessment</i>	LP and Mark visited on October 21 with Sask Sport assessing our Sport performance compared to ourselves 3 years ago. Meeting was very detailed and encompassing. Sailing showed improvement in a few categories and maintained level in others. Final report to be issued by SSI in February 2017.
<i>Financials</i>	<p>Year-end financials are almost complete, need to ensure coding is reflected properly, membership fees were incorrectly reflected in Sail Canada Grant. Outstanding cheques receivables are reflected in the journal.</p> <p>Showing a 8,000+/- surplus.</p> <p>Overpayment to BSC, 2 x MAP fees BSC sending a cheque to SSCA for \$952.00</p> <p>Documents will be going to the auditor in next week.</p> <p>Current values of TD GIC’s are outstanding.</p>
<i>SSCA AGM January 30<sup>th</sup></i>	<p>Discussion about the SSCA AGM on Monday, January 30<sup>th</sup>, 2017 at 6:30 PM. Video Conference between Regina and Saskatoon with additional phone participation.</p> <p>Pizza served at 6:00 pm at both venues.</p> <ul style="list-style-type: none"> <li>• 2017 Membership Fees, will increase to \$13 Sail Canada \$13 SK Sail</li> </ul> <p>Discussion about potential Debbie Holgate Volunteer of the Year,</p> <ul style="list-style-type: none"> <li>• John Barry, BSSC, SSCA executive, commodore, harbour master, etc.</li> <li>• Corey Coons, SWR, active volunteer.</li> <li>• Mike Stensrud, LDYC club house, site work</li> <li>• Sue Barrett, SSC Membership, Sailing School volunteer.</li> </ul> <p><b>Motion</b> Select John Barry, BSSC as SSCA Debbie Holgate Volunteer of the Year.</p> <p>M/S/C James/Tyler</p>

	<p>Discussion about potential Lauri Olenius Sailor of the Year</p> <ul style="list-style-type: none"> <li>• Logan Campbell, 3<sup>rd</sup> Paralympics, 1<sup>st</sup> Miami World Cup</li> <li>• Corrie Coons, first big air Squamish, BC (14 meters)</li> </ul> <p><b>Motion</b> Select Logan Campbell as SSCA Sailor of the Year.</p> <p>M/S/C Joe/Romuald.</p> <p>Mike Ritchie and Marty Houle are responsible for developing the slate for the SSCA executive.</p>
<i>Correspondence</i>	<p>Letter sent to full board regarding MSS Safety and a safety manual. The hard copy of the manual that was used in 2015 was requested returned to the author. Was not replaced.</p> <p>Inquire about securing an electronic version for further discussion.</p>
<i>Checklick</i>	<p>Ric has been in discussion with Checklick about version 4 update for web site. Ric moving forward with the store front.</p>
<i>Concussion Protocol</i>	<p>Discussion about head injuries and lawsuit in BC, (young girl was hit in the head with a boom and has a brain injury.)</p> <p>SK Sailing does not use boom vang, raked forward masts and modified sails with shorter leach to keep the boom higher. Minimizes accidental boom contact.</p> <p>LP to discuss with Sask Sport Dr. about risk assessment, injury management and sport specific protocol.</p>
<i>Adjournment</i>	<p>Next meeting: AGM Monday, January 30<sup>th</sup>, 6:30PM, 2017</p> <p><b>Motion</b> Adjourn. M/S/C Romuald/ James</p>

Club Submissions as of November 21, 2016

	<b>Member Fees Amount and Date Received</b>	<b>Member List Date Received</b>	<b>MAP App. Date Received</b>	<b>MAP Follow Up Date Received</b>	<b>MAP Amount Total</b>	<b>75% Sent Date</b>	<b>25% Sent Date</b>
BSC	\$877	Rec.	Apr.1	Rec.	\$952	yes	yes
BSSC	\$ 1120 Jan.24 <sup>th</sup>	Rec.	Feb.16	Rec.	\$1072	yes	yes
CLSC	\$775	Rec.	Apr.1	Rec.	\$745	yes	yes
LDYC	\$2728	Rec. Rec.	Apr.1	Rec.	\$1639	yes	yes
PASC	\$1560	Rec.	Feb.29	Rec.	\$1007	yes	yes
RSC	\$408	Rec.	Mar.10	Rec.	\$680	yes	yes
SWR	\$1512	Rec.	Rec.	Rec.	\$1072	yes	yes
SSC	\$2260	Apr.11	Feb. 23	Rec.	\$1704	yes	yes
WOWSC	\$247	Oct. 17	Apr.1	Rec.	\$625	yes	yes
RBYC	\$72	Rec.					

0-12, 13-18, 19-54, 55+ years of age, Rec.=Received

Action Items (Outstanding from 2015 and updated as of November 21, 2016)

<b>Item</b>	<b>Reference</b>	<b>Description</b>	<b>By Who</b>	<b>By When</b>	<b>Comments</b>
46	2015-11-16	Talk to Wheelchair Sports Association regarding inclusion of WOWSC.	Mark	ASAP	Wheelchair Sports Association claims WOWSC is on web site: to confirm. Web site was overhauled and now requires password.

Action Items 2016 (Updated as of November 21, 2016)

<b>Item</b>	<b>Reference</b>	<b>Description</b>	<b>By Who</b>	<b>By When</b>	<b>Comments</b>
4	2016-02-08	Update Awards list and provide to Ric to update web site.	Mark	March 7, 2016	Volunteer of the Year and Sailor of the Year lists communicated to Ric by Mark. John Mertz and Provincials Championships to do. Info sent to Ric on Nov 21/16.

Item	Reference	Description	By Who	By When	Comments
8	2016-02-08	Contact Conexus regarding coverage and deductible.	Mark	March 7, 2016	We are paying too much for some of our old boats. Need serial numbers from boats in containers and communicate back to Conexus: Mark to complete when containers accessible. Looking at other insurance companies and aiming at getting insurance in place by April 15, 2016. For follow up for April 2017. See: <a href="http://skippersplan.com/">http://skippersplan.com/</a>
18	2016-04-11	Check if SaskSport is to be notified of \$3500 grant money for summer wages.	Mark	May 16, 2016	Obsolete Update SSI website? End of August for update of financials. To be done in follow-up report at year-end.
19	2016-04-11	Check with Corporate Board Office the implications for changing name and logo to SaskSail from SSCA	Mark, Tyler	May 16, 2016	To be discussed at AGM (list of changes). Tyler to prepare explanation for AGM.
27	2016-09-12	Send out invoices for sailing school and boat rentals	Mark, Freeda	Sept. 16, 2016	Done
28	2016-09-12	Update SSI website with grant	LP	Sept. 31, 2016	Redundant AI (see 18). To be done in follow-up report at year-end.
29	2016-09-12	SOW and cost for dolly and winch for zodiac	Joe, Mark	Tentatively Oct. 17, 2016	Joe offered to buy and install winch (see motion). Supplies purchased. Joe to have work completed on May 1 <sup>st</sup> , 2017.
30	2016-09-12	Email to group latest financial statements	Tyler	Sept. 19, 2016	Done

Item	Reference	Description	By Who	By When	Comments
31	2016-09-12	Investigate cost of AED for MSS pick-up and van	James	Oct. 17, 2016	James write-up presented and discussed (see motion). Signage in pickup to consider. AED purchased. James has offered to hold a clinic on the AED in the spring of 2017.
32	2016-10-17	Clubs to send in to SSCA MAP follow up form asap (except for PASC)	Club Reps	ASAP	Done
33	2016-10-17	Refund LDYC MSS participant cancellation	Mark	ASAP	Done Ric to communicate name to Mark.
34	2016-10-17	Joe G. to reimburse to SSCA overpayment of \$55.19	Joe	Before October 31, 2016	Done
35	2016-10-17	Investigate web casting with SSI IT Dept. for the upcoming SSCA AGM.	Mark	Nov. 21, 2016	Obsolete Could be alternative to phone and videoconference. Book room for 5PM. Pizza served at 6PM for both Regina and Saskatoon.
36	2016-10-17	Attend SSI membership meeting.	Mark, LP	Oct. 18, 2016	Done
37	2016-10-17	Attend SSI assessment meeting	Mark, LP	Oct. 21, 2016	Done
38	2016-11-21	Email new text to Ric regarding Discipline and Complaint Policy Wording Change.	LP	Nov. 22, 2016	Motion to accept new text passed. Policies updated on web site.
39	2016-11-21	Request from Mike Heseltine electronic version of Mobile Sailing School Coach's Manual	Ric	Nov. 22, 2016	To be distributed to board members for review. Intent is to get 2017 board to approve it in time for the summer.
40	2016-11-21	Review Mobile Sailing School Coach's Manual	2017 BOD	After January AGM	

<b>Item</b>	<b>Reference</b>	<b>Description</b>	<b>By Who</b>	<b>By When</b>	<b>Comments</b>
41	2016-11-21	Communicate to Mike Heseltine: <ul style="list-style-type: none"> <li>- Intent is to use Mobile Sailing School Manual</li> <li>- Board wants to review and update it</li> <li>- 2017 Board to accept it for the upcoming summer</li> </ul>	LP	Nov.25, 2016	
42	2016-11-21	Create new Checklick account.	Ric	Nov.23, 2016	
43	2016-11-21	Review financial accounts and report any problems to Tyler/Mark	BOD	Nov.25, 2016	Statements will be provided to auditor next week.
44	2016-11-21	Concussion protocol: get in touch with Sask Sport doctor	LP	Nov. 25, 2016	
45	2016-11-21	Reminder to Mike R. and Marty to propose board positions for upcoming AGM.	Mike R. & Marty	AGM 2017	