

**Saskatchewan Sailing Clubs Association**  
**Board of Directors Meeting**  
 April 13<sup>th</sup>, 2015  
 510 Cynthia Street  
 Minutes

<b>Present</b>	<p>LP Gagnon (President), Mike Ritchie (Past President), Mike Heseltine (Communications Director), Ben Pickford (Treasurer), Joe Gerlinsky (Member at Large), Ron Newman (Member at Large), Ric Witham (Member at Large), James Briens (Racing Director), Romuald Lagace (Member at Large), Mark Lammens (Staff)</p> <p>Regrets: Peter Ross (Member at Large), Mike Gale (Member at Large), Jake Watters (Training Director)</p>
<b>Welcome and Call to Order</b>	LP called the meeting to order at 7:00 pm.
<b>Approval of Agenda</b>	<b>Motion</b> The agenda is approved. M/S/C Romuald/Joe.
<b>Minutes Feb 24<sup>th</sup>, 2015</b>	<b>Motion</b> The minutes are approved. M/S/C Mike R./Mike H.
<b>Action Items</b>	<ol style="list-style-type: none"> <li>1. MSS Staff. Discussion about 3 candidates for MSS instructor.</li> <li>2. Grants. Federal grants applications are due Jan 31<sup>st</sup>.</li> <li>3. MSS Manual. Handed around the Coach Boat Safety manual.</li> <li>4. Optimist \$2,400 USD.</li> </ol> <p><b>Action Item</b> Mark L. to look into provincial grants for youth employment by May 2015.</p> <p><b>Action Item</b> Mike H. to develop a checklist for coach boat, truck and trailer by May 10.</p> <p><b>Motion</b> SSCA to purchase 5 VHF radios for MSS and parasailing. M/S/C Romuald/Joe.</p>
<b>Youth Membership</b>	<p>Discussion about Sask Sport/Sport Canada follow up and identifying Youth members.</p> <p><b>Action Item</b> Have membership lists from clubs include age categories (0-12, 13-18, 19-54, 55+ years of age).</p> <p><b>Motion</b> Club membership lists with age categories and fees are due by June 30<sup>th</sup>. M/S/C Ben/Mike H.</p>

<b><i>Correspondence</i></b>	Parasailing has been dropped as a core sport for Tokyo 2020. Sail Canada and Bruce Miller requested letters of support for Paralympic sailing. Mike H. wrote a letter, signed by Mark and LP, to ISAF president to lobby for inclusion. Ruling came back to indicate the decision is final.
<b><i>Financials</i></b>	Ben distributed the current financials, little activity.  <b>Motion</b> Membership fee for para-athletes is \$11.00 for 2015. M/S/C Ben/Joe.  <b>Motion</b> Sell off the very old (20 plus years), bad shape, surplus equipment. M/S/C Romuald/Joe.
<b><i>Coach Report</i></b>	Parent meeting scheduled for April 27 <sup>th</sup> to discuss racing schedule and various road trips.
<b><i>Police Check</i></b>	Mark Lammens has submitted a police check and SGI driver's abstract. No issues.  <b>Action Item</b> Mark L. to get Connor Boyle to submit a police check and SGI driver's abstract (reimbursed by SSCA with receipts) by May 2015.
<b><i>Mobile Sailing School</i></b>	Discussion about the MSS and assisting the new member club.  <b>Motion</b> Offer the Candle Lake Sailing Club the Mobile Sailing School for \$1,000. M/S/C Romuald/Mike R.
<b><i>Sports and Leisure Show</i></b>	Thanks to James with Eb's for displaying the SSCA banner for Sailing School and running a Power Point loop on a laptop computer.  <b>Action Item</b> If possible, Mike H. to post the Power Point on website by May 2015.
<b><i>Website</i></b>	Discussion about updating the website with current software.  <b>Action Item</b> Mike R. and Mike H. will update it.
<b><i>Video</i></b>	Alex Stevens with Adjile has volunteered to do some drone video of racing at Wascana and develop a You Tube short video.
<b><i>Insurance Policy</i></b>	Discussion on insurance coverage of Club board members. <b>Action Item</b> Mark L. to email a copy of the insurance policy to the Club Commodores and SSCA Board members by May 2015.

<b>Next meeting</b>	Nov 16, 2015.
<b>Adjournment</b>	<b>Motion</b> to adjourn. M/S/C Joe/James.

### Club submissions April 18, 2015

	Membership Fees Amount and Date Received	Membership List Date Received	MAP Application Date Received	MAP Follow Up Date Received	MAP Amount Total	75% Sent Date	25% Sent Date	Number of members for 2015
BSC	\$		Jan. 24					
BSSC	\$ 1120		Feb. 8		\$833	April 6		56
CLSC	\$		pending					
LDYC	\$		April 14					
PASC	\$1000.00 March 29	Jan. 28 To be updated	Jan. 25					26 as of March 29
RSC	\$		March 31					
SWR	\$1120 In the mail Apr. 6		March 31					
SSC	\$2280.00 Apr. 16		Feb. 3					114 as of Apr.16
WOWSC	\$		pending					

### Action Items

Item	Reference	Description	By Who	By When	Comments
1	2015-02-23	Confirm by March 15 <sup>th</sup> staffing for the MSS.	Mark L.	2015-03-15	McMahon-August; Murray-applied; MacPherson-applied; C. Boyle-confirmed. Hiring 2 for the summer.
2	2015-02-23	Contact Fie Hulsker re federal grants for youth employment.	Mark L.	Fall of 2015	Too late for 2015; must apply by Jan.31 <sup>st</sup> .
3	2015-02-23	Apply for funding from Parasport program for instructor wages and sailor launch harnesses	Mark L.	TBD COMPLETED	
4	2015-02-23	Mark and Jake to develop a MSS Staff Manual. A draft to be presented at the next meeting.	Mark L. and Jake W.	2015-04-13 COMPLETED	Mike H. compiling info gathered so far for implementation by May 10, 2015.
5	2015-02-23	Determine the cost of	Mark L.	TBD	\$2,400 USD

Item	Reference	Description	By Who	By When	Comments
		purchasing 2 Optimists		COMPLETED	
6	2015-02-23	Specify the minimum age of 8 years on Checklick.	Mike H.	TBD COMPLETED	Done by March 1.
7	2015-02-23	Update website policies and procedures with updated Communication Director job description	Mike H.	TBD COMPLETED	Done.
8	2015-02-23	Sask Sport budget needs to be readjusted this spring. Was developed 2 years ago using data from 3 years ago.	LP G.	TBD COMPLETED	Done. Data entered on SSI site on April 5.
9	2015-04-13	Look into Provincial grants for youth employment.	Mark L.	2015-05	
10	2015-04-13	Develop a checklist for coach boat, truck and trailer.	Mike H.	2015-05-10	Done, pending approval April 17.
11	2015-04-13	Have membership lists from clubs include age categories (0-12, 13-18, 19-54, 55+ years of age) and mailing addresses.	Mike H.	2015-06-30	Need correspondence sent to Clubs explaining that the age categories and addresses are Sask Sport requirements for analysis of participation by age and zone for all sports.
12	2015-04-13	Get Connor Boyle to submit a police check and SGI abstract (reimbursed by SSCA).	Mark L.	2015-05	Before outdoor education program starts.
13	2015-04-13	If possible, post Power Point on website.	Mike H.	2015-05	Done, April 19.
14	2015-04-13	Update website with current software.	Mike H. & Mike R.	Summer of 2015	
15	2015-04-13	Email a copy of the insurance policy to the Club commodores and SSCA Board members.	Mark L.	2015-05	