



Alberta Amateur Speed Skating Association
Also known as Alberta Speed Skating and AASSA
Annual General Meeting (AGM) Minutes

Sunday, May 7, 2017-05-07
University of Calgary, Faculty of Kinesiology, KNB 132

2017 AASSA AGM AGENDA:

1. Call to Order
 2. Welcome
 3. Recognition of Voting Delegates
 4. Additions to the Agenda
 5. Approval of the Agenda
 6. Brief Club Reports
 7. Brief Club Reports
 8. Brief Executive Reports
 - a. President, Nicole Cooney
 - b. Secretary Treasurer, Liz Offin
 - c. Vice President, Club and Membership Development, Stephanie Dodyk
 - d. Vice President, Marketing, Larry Howe
 - e. Vice President, Skater Development, Jason Thomas
 - f. Vice President, Officials Development, Mel Winters
 - g. Vice President, Communications, Kristine Pederson
 - h. Director At Large, Doug Spicer
 - i. Technical Director, Mike Marshall
 9. Nominations
 10. Election
 11. Greetings and Reports from Speed Skating Canada and others
 12. Other Business
 - a. SSC Fees Increase
 - b. SSC Board elections
 13. Next AASSA AGM meeting date and location
 14. Adjournment
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1. Call to Order

- Meeting called to order by AASSA President, Nicole Cooney (Meeting Chair) at 10:09 a.m.

2. Welcome

- Nicole Cooney provided a welcome to the delegates and guests, most of whom had been in attendance at the Saturday workshops and the Sunday morning Presidents' breakfast.

Association Highlights from the 2016-2017:

- Due to increasing expenses versus revenue, and upon consultation with AASSA stakeholders, we closed the Speed Skate Cellar. The financial situation included also choosing to operate with one staff member and volunteers. Most of the core operating duties were managed by Kristine Pederson, Nicole Cooney and Stephanie Dodyk, with assistance from a variety of other volunteers; the Speed Skate Cellar conclusion was handled by Larry Howe.
 - Nicole observed that AASSA was able to maintain, and in some areas, improve service; Club, SSC, Oval, skater and other feedback has supported this observation.
- The AASSA Board depended on the AB Speed Skating Strategic Plan's 3 pillars to guide plans for the year – with a focus on skaters, fiscal responsibility and club and membership development.
- The main financial goals of the year were to make the finances transparent and current as well as reverse the trend of expenses versus revenue; through the significant use of volunteer time and skills, and the flexibility and assistance of the Technical Director, the organization was able to achieve these goals, including significant efficiencies in automation.
- The Board approved a change of fees for Clubs and Skaters, effective 2017-2018, decreasing the Club Fees from \$400 to \$300, and increasing each of the skater-registration category fees. These increases were conveyed to the Clubs at the end of the 2016-2017 season and are the first increases in several years. The Board wanted the Clubs to have the fee notice early enough to plan for the new season.
- The sobering financial situation in May 2016 meant that cuts in every area of business was necessary for 2016-2017, including skater subsidies. Despite the cutbacks, and with purposeful efforts to communicate effectively and regularly with skaters and other stakeholders as well as support them in non-financial ways, skaters said they were very grateful for and very supportive of AASSA's work. It was a tough year for skaters with fee changes at the high performance level, for example; but Alberta Skaters said AASSA treated them respectfully with open and honest dialogue, and we came through the year well-situated to get back on track with our priorities.
- We also worked very hard with the Clubs to ensure accurate recording in MMS; membership payments to SSC were made fully and on time.
- And, we hosted an amazing and successful array of events across the province, with signature, top-level, dedicated volunteers leading the way.

3. Recognition of Voting Delegates

- Doug Spicer and Larry Howe assisted Nicole Cooney in recognizing official Voting Delegates from AASSA Clubs, per AASSA bylaws, and distributed voting cards to these delegates.

4. Additions to the circulated Agenda

- Motion to add the omitted agenda item on a vote to change Bylaw 5, Financial Year, as circulated to the membership ahead of the meeting, was made by Mel Winters, to Item 12 - Other Business, seconded by Lee Deibert and approved by the voting delegates for inclusion to the AGM agenda.
- Motion to include appointment of Financial Auditors was made by Lee Deibert, seconded by Luc Cote, and approved by the Voting Delegates for inclusion into Item 12 - Other Business.

5. Approval of the Agenda

Motion to approve the agenda made by Jules Chabot; seconded by Lee Deibert; approved.

6. Approval of the 2016 AGM Minutes

- Motion to approve the 2016 AASSA AGM minutes was made by Greg Planert, seconded by Cherise Eaves and approved by voting delegates. No changes were noted.

7. Brief Club Reports

- Club Reports were submitted and distributed via a shared public google-drive AGM folder, and printed for the AGM delegates:
https://drive.google.com/drive/u/0/folders/OB70dJn2_R3RaMnM4Y2pnMUFMNzg
- Most of the oral summaries of Club Reports were presented at Saturday's information session. The Banff-Canmore and Lethbridge club delegates presented their reports during the official Sunday morning AGM.

8. Brief Executive Reports

- a. President, Nicole Cooney
 - b. Secretary Treasurer, Liz Offin
 - c. Vice President, Club and Membership Development, Stephanie Dodyk
 - d. Vice President, Marketing, Larry Howe
 - e. Vice President, Skater Development, Jason Thomas
 - f. Vice President, Officials Development, Mel Winters
 - g. Vice President, Communications, Kristine Pederson
 - h. Director At Large, Doug Spicer
 - i. Technical Director, Mike Marshall
- The AASSA Board / Executive Reports were available in April and filed in the 2017 AGM shared public folder noted earlier in the minutes; they were also included in the printed AGM package.
 - Executive members provided a brief summary to the AGM delegates and guests.

- Discussion arising from the Board Reports:
 - Acknowledgement of the Board members good work was led by Doug Spicer, successfully leading AASSA through a very challenging year.
 - Larry Howe thanked Skating Moms on the Board, and throughout the AB Speed Skating community, in particular, for their diligent and productive work this year; Larry also acknowledged the SSC Board for their willingness to address difficult decisions this year too.
 - Lee Deibert asked if corporate fundraising was still a stark opportunity for AASSA? Larry Howe confirmed that it is the case, but SSC has some great connections and those strong connections will help AASSA's situation. He also noted that there has been a 3% contraction in the Calgary economy, which directly affects AASSA's fundraising work. It is bad optics to be generous in donations when laying people off. AASSA will continue looking for opportunities of funding outside the speed skating community.
 - Lee Deibert and others indicated that it feels different now, with AASSA; it feels good and he really appreciates the efforts of the Board. The delegates and guests applauded the AASSA Board for their very good work in 2016-2017.

Tanveer Virani made a motion to accept the AASSA Board / Executive Reports, seconded by Jules Chabot and the motion was accepted by the delegates.

9. Nominations, managed by Larry Howe

- Four Board positions had terms ending: President, VP Marketing, VP Officials and VP Communications
 - Nicole acknowledged willingness to serve again as President.
 - There were no further nominations from floor for this position.
 - Melanie Winters indicated that she was not interested at this time in standing again for election to the Board due to personal commitments.
 - Nominations for VP Officials Development:
 - Henry Thriscutt accepted the nomination; no others nominated
 - VP Marketing, Larry Howe indicated his conclusion with the Board.
 - There were no nominations for this position.
 - Kristine Pederson indicated she was willing to serve a full term as VP Communications.
 - There were no other nominations for this position

Discussion:

- Clarification - Kristine started last May, for a half term in the VP Communications position, when it became vacant. Terms of Board positions are filled in alternate years, per the AASSA bylaws.
- The other four elected Board positions were all filled last year for two-year terms so their terms will run out in 2018:
 - Liz Offin, Secretary Treasurer
 - Stephanie Dodyk, Vice President, Club and Membership Development
 - Jason Thomas, Vice President, Skater Development

- Doug Spicer, Director at Large (key AASSA liaison for the Canada Winter Games in Red Deer)
- As background information, Henry Thriscutt explained that he is a retired speed skater from Ontario; he is originally from Ontario, but skated with the Olympic Oval program for a number of years. Henry is a student and works at the Oval. He is a Level 1 Referee, working on Level 2 and he is interested in volunteering in the VP Officials Development role.

10. Election Results – as approved by the Voting Delegates

- Nicole Cooney was elected President of AASSA by acclamation
- The Vice President, Marketing position was left vacant
- Kristine Pederson was elected Vice President, Communications by acclamation.
- Henry Thriscutt was elected Vice President, Officials Development by acclamation

11. Greetings and Reports from Speed Skating Canada and others

Blair Carbert, interim SSC President:

- confirmed that it has certainly been a year of change within SSC and across the country, but emphasized that despite challenges, there were good skating results across the country and internationally.
- Blair recommended to AASSA AGM delegates and guests and their speed skating colleagues to take the opportunity to view meets in the east when possible, to see how skating development and meets are done there; he has found this a very interesting part of the SSC Presidency.
- Canada is a big country but the provinces are big too; challenges are inherent in our vast distances, across the country, so it is important to collaboratively work towards the best interests in speed skating.
- Blair concluded that there are lots of good opportunities for speed skating, and he is standing for election as SSC President in the June 2017 SSC AGM election.

Antonio Faiola, SSC Board Member:

- Antonio added to Blair's comments by mentioning that SSC's high performance program is focussed on Long Term development and performance.
- He added that there will be very good conversation and planning at the upcoming SSC AGM, and that SSC is looking for input and participation of branches.

Nicole's Comments about the SSC Update:

- Nicole Cooney and Mike Marshall will be representing SSC's Alberta Branch (AASSA) at the June SSC AGM.
- Branch presidents are having a teleconference meeting in a couple of weeks, before the SSC AGM. They are looking for common topics and collaboration opportunities such as improving communications, facilitating discussions

between the Branches and SSC, and collectively development coaching and identifying other areas for development.

12. Other Business

a. SSC Fees Increase

- Nicole reminded AGM attendees that both AASSA and SSC have changed fees for the 2017-2018 season, and the Presidents and Clubs have been informed of these changes.
- The SSC membership management system (MMS) will be adjusted to reflect these changes before Club registration begins.

b. (Other Business) SSC Board elections

- SSC is changing board members (including President, Vice President, Treasurer and 2 Directors to be elected) and there will be a review of bylaws at the SSC June AGM as well.

c. (Other Business) Vote on change to AASSA Bylaw 5, Financial Year

The AASSA Board has proposed to change the organization's year end from May 31st to March 31st. This change would require a Bylaw change related to AASSA Bylaw 5, Financial Year which reads:

“The financial year of the Association shall be May 31 in each year.”

Link to the AASSA Bylaws:

http://www.albertaspeedskating.ca/images/about/AASSA_Bylaws_files_2016.pdf

The proposed change to Bylaw 5:

“The financial year of the Association shall be March 31 in each year.”

Background to the proposed Bylaw 5 change:

- Nicole Cooney explained the rationale:
 - looking for alignment with SSC
 - the proposed March 31 year end date also aligns with our major funder, Alberta Sport
 - it makes sense to align with the training and competition season; this change would keep finances cleaner
 - the change would also provide better transparency and alignment
- The transition would include:
 - A short fiscal this coming year, from June 1, 2017 to March 31, 2018
 - The current draft budget, to date, does not reflect this proposed change, but an amended draft budget for June 1, 2017 to March 31, 2018 will be produced by the AASSA Board (**ACTION**).

Motion: Fiona Barnett made a motion to amend AASSA Bylaw 5 to: "The financial year of the Association shall be March 31 in each year."

Discussion:

- Question to the Board: is there a concern about when the AGM is held?
- No, AASSA does not need to have the AGM before the end of the fiscal. SSC has a March 31 year end and holds their AGM in June. Also, the new accounting/book-keeper practices in conjunction with the new year-end will enable a full, final year end report for the AASSA AGM.

The motion as presented was seconded by Lee Deibert.

Vote to change Bylaw 5 results:

Yes - 18

No - none opposed

Motion carried by the AASSA AGM delegates, as presented.

ACTION: AASSA Board to complete proper paperwork to change the bylaw.

12d. (Other Business) Assigning of Auditors

AASSA requires two auditors to review the final AASSA fiscal financial information

- AGM attendees were asked if there were any volunteers to audit the AASSA 2016-2017 fiscal year financial information. The Edmonton Speed Skating Association and the Calgary Speed Skating Association both volunteered individuals for this task (likely Brian Anderson and Lee Deibert).
- This was accepted by the Voting Delegates

13. Next AASSA AGM meeting date and location

- Nicole noted that the Board had discussed the pros and cons of having a skater development camp at the AGM, as in other years, but it was decided that a camp later in May is better for skater training and the 2017 AGM needed to be in early May.
 - There will always be some conflicts with scheduling. Having a camp with the AGM sometimes brings families that do not usually come to AGM, but if there is a camp, Mike is busier and is not able to participate as much in the AGM.
 - Some clubs might send coaches and parents to the AGM instead of officials or club leadership and that could mean the delegates might not have as much knowledge as other reps, but we may get higher participation rates with that approach.

Nicole proposed having the 2018 AASSA AGM in Red Deer.

- Including a potential preview of the new Canada Winter Games facilities.
- Red Deer has not hosted an AASSA AGM for quite a few years.
- Doug Spicer indicated he was in favour of this idea.
- ACTION: Doug will take this back to Red Deer Club

- Date:
 - Suggestion: May 25-26-27 in Red Deer
- Could have a Canada Winter Games presentation (Doug ACTION)
- ACTION: AASSA to look at venues and book.

14. AASSA AGM Adjournment

Fiona Barnett made a motion to adjourn the 2017 Alberta Speed Skating AGM, seconded by Jackie Huberty and approved by the attending delegates, concluding at 11:17am, May 7, 2017.

Informal Post-AGM Discussion with Delegates included:

Larry Howe asked if anyone has used the Canada Community Grant Foundations for fund raising or other purposes.

- Pat Zawada responded that this organization is not fully available to not-for-profit groups like Clubs and AASSA, but the various branches of the Grant Foundations (e.g. Calgary and Edmonton each have one) offer grant workshops, effective meetings workshops and they also offer assistance in finding out where to find other grants.