

Board of Directors Meeting Minutes May 9th, 2005
Perkin's Family Restaurant, 1130 St. Laurent, Ottawa, ON

As approved at Sep 19th, 2005 CADS-NCD Board meeting.

Present: Bernie Simpson, Craig Abernethy, Susan Cressy, Wayne Crosbie, Paul Emile Hamel, Michelle Lee, Bruce Meredith, Mauricio Morales, Andrea Timlin, and Tom Abernethy,

Invited Guests: Clay Dawdy, Calabogie Program co-ordinator; and Pat Carroll, TC Chair & National TC Rep.

Regrets: Invited Guest Michael Rochette, Mont Cascades co-ordinator

1. Opening of Meeting

Bernie Simpson opened the meeting at 5:40 p.m. Bernie welcomed all.

New agenda items added include:

12A. Instructor Certification - Bruce Meredith

12B. Division Awards / Recognition - Bruce Meredith

12C. CADS Uniforms - Clay Dawdy

2. Approval of Minutes from meeting on February 28th 2005

Motion: Bruce Meredith moved to approve the minutes. Seconded by Andrea Timlin Approved.

3. TREASURER'S FINANCIAL REPORT

Wayne Crosbie provided a handout with the Custom Summary Report of income and expenses by program for the period July, 2004 May 1st, 2005.

Motion: Paul Emile Hamel moved to approve the financial report. Seconded by Mauricio Morales Approved.

4. PROGRAM UPDATES

A. Calabogie Peaks

Clay Dawdy provided a handout outlining the Calabogie program for the 2004/05 season. The season was deemed a good success by Clay and his team and the Calabogie Ski Hill management. After all expenses are paid they have a balance approximately \$3200 that Wayne Crosbie has earmarked in his accounts for next year's Calabogie program.

B. Camp Fortune (Ski Hawks)

Bruce Meredith provided a Ski Hawks program wrap-up report. The Ski Hawk Program year was conducted quite well. Their fiscal year just ended on April 30th and the books were being prepared for their audit. The financial statements will be available at the Ski Hawks AGM and a further report will be available after that meeting. These reports will be provided at the next CADS-NCD BoD meeting. Note: Sk Hawks Ottawa is a separate legal entity and a registered charity on its' own. They will be having a year-end planning retreat currently scheduled for late summer or early fall.

C. Edelweiss

Michelle Lee provided a comprehensive Edelweiss End of Season Report that covered all aspects of the program. She advised that the program year went very much according to the plan and that the skier cap instituted this pas t season will be maintained next ski season.

D. Mont Cascades

Michael Rochette was unable to attend. Therefore there was no update provided.

E. Mont Pakenham

Susan Cressy, provided a end of season report. Again a very good ski year. The Pakenham program members that went on Ski trip to Saint-Sauveur, very much appreciated the event.

F. Quebec / NCD Disabled Alpine Race Team

Coach Paul Emile Hamel gave a verbal report on the Race Team's achievements at the Ontario, Quebec, Eastern Canadian and National races. Each of the races that went to the Nationals at Banff, exceeded their own expectations.

5. TECHNICAL COMMITTEE

Pat Carroll provided an update of TC discussions at Banff.

These include: Instructors who are absent for 2 years will need to re-certify, Communication of minutes of TC meetings was promised, Pat is reviewing all NCD CADS certified members to ensure that the records / data base is accurate as discrepancies were found in at least one members records at the national office.

Regarding the CSIA methodology, Marc Grondin will conduct a clinic in mid December 2005 for our volunteers wanting to seek certification. Discussion let to timing of having this in mid December but it has to be put on by a CSIA level 3 and Jan - Feb is just as bad. Pat to review and look for other options.

ACTION: Pat Carroll

6. BYLAW & POLICY AMENDMENTS

The hand-out of what Bruce Meredith and Tom provided at the last meeting on Feb 28th was discussed. It was decided that we should amend our By Laws to allow for:

- A 12 Directors (board members). One for each of the six programs and six Directors at large,
- B Three year terms for the six Directors at large (DAL),
- C Create a new executive position of "Co-ordinator" for a DAL
- D Max of 2 terms (6 yrs) for DAL then take at least one year off, and
- E Each Program to appoint/elect their Board member.

This should be complete before this fall's AGM. Therefore we will require a Special General Meeting (SGM) in spring or early summer. Tom to develop wording and discuss it with representatives of Industry Canada, then get it out e via e-mail to the Board for their comments and approval, then to the membership. It was suggested that the SGM format be a BBQ with NCD providing hot dogs & Hamburgers and juice / soft drinks. Place of the SGM to be determined. Possibly Britannia Park.

7. WATER-SKI AND WAKEBOARD

Andrea Andrecyk provided a very general proposal of a water ski group. Approximately ten CADS0-NCD members participated in a one day water ski clinic on the Rideau River last summer and they are in the process of purchasing a water ski and two have cages. There is a need for more small equipment such as tow ropes, safety vests, a tube for those people that can't get up on the ski and gas for the boat.

After discussion, it was decided that we need a more detailed report outlining exactly what is required and the extent of their source(s) of revenues and all projected expenses before any decision can be made on what amount of assistance CADS-NCD can extend to them for the 2005-06 season.

ACTION: Tom Abernethy to contact Andrea and advise of above

8. TAX RECEIPTS

Tom mentioned that we need to have all tax receipts issued during our fiscal year (July 1st to June 30th) and copies sent to the auditor during the summer. The Edelweiss Ski-a-Thon receipts will be going out in late May early June.

9. NATIONAL BOARD MEETING UPDATE

Tom distributed the notes that he took at the national Board meeting in Banff on Saturday April 21nd. Frustration continues with the National TC's in ability to produce a meaningful pre Course and even generate minutes regarding their meetings. Discussion ensued resulting in agreement that a letter would be sent to CADS regarding our concerns with the CADS TC.

Tom advised the national Board that he would not be continuing as the NCD Board rep but that Bernie Simpson would soon assume that role and that he (Tom) would be letting his name stand as a Member at large for a National Board position at the AGM in Regina in October 2005

10. EQUIPMENT PURCHASES

Michelle Lee spoke on behalf of Chris Holden who had planned to attend the meeting to discuss his desire to "Central Order" the purchase in bulk all equipment for each of the programs.

Clay Dawdy advised that he saw neither discounted pricing or economies of scale nor any efficiency by doing this type of purchasing this past year. What he did see was a lot of time wasted, lots of phone and e-mail messages or extra time and effort with no pay back. Clay would prefer to order equipment for Calabogie himself.

The net result was that if other programs wanted Chris Holden to order equipment for them, they were to contact him. Being Mike Rochette was absent from the meeting, it was discussed that there is a need for an adult and a Junior Mountain Man Sit-ski at Mont Cascades for next season and that Chris should review his inventory and order two new Mountain Man early this summer.

ACTION: Chris Holden / Michelle Lee

11. RECRUITMENT (ROSS HOLDEN'S PROPOSAL)

Bernie Simpson provided an update of Ross Holden's equipment needs. Paul Emile Hamel suggested that one of his sons works in the sign industry and that he could have the signs that Ross requires made-up a nominal cost.

Motion: Approve the plan to purchase signs and equipment as submitted but withing a budget of \$1,500. this fiscal year and another \$1,500. For fiscal year 2005-20006. Total": \$3,000.00 over two years. Moved by Bernie Simpson, Seconded by Craig Abernethy. **Approved**

12. OTHER ITEMS (as added at start of meeting)

- A. **Instructor Certification.** Bruce Meredith advised that Carolyn Mitrow recently completed here CSIA level 3. The policy is that the board has to approve any reimbursement 50% of the cost beyond level 1 for CSIA, CASI or CSCF certification. Caroline Mitrow is a long time Ski Hawk member / instructor who has held various positions in the Ski Hawks Ottawa program. She is currently their technical Director.

Tom Abernethy advised that Pat Carroll has started his CSIA level 3 certification and recently took the one week Course at Mont Ste Marie. Being his is our TC Chair and our rep. on the National TC it stands to reason that he be reimbursed.

Motion: Approve 50% payment to Caroline Mitrow and Pat Carroll as per our Policy at 7.20 of the Policy manual. Moved by Bruce Meredith, Seconded by Susan Cressy. **Approved**

- B. **Division Awards / Recognition.** Bruce Meredith spoke regarding the review of awards he conducted withing NCD earlier this winter and suggested that we establish an Awards and Recognition program much like what the national CADS organization has in place. The only current CADS-NCD award is the Gord Temple Memorial Shield presented to a skier and a volunteer who together guess their combined time and then ski and win the annual guesstimation race

Motion: Approve spending up to \$1,000.00 for the creation of new CADS-NCD awards for the 2005 -2006 ski season. Moved by Bruce Meredith, Seconded by Susan Cressy. **Approved**

- C. **CADS Uniforms** Clay Dawdy reviewed the three Karbon Jackets that CADS National has available for our volunteers. For years now we have traditionally stocked a few of the shells and sizing is important when one is laying out approx. \$300 for the top jacket available. Sharon Leslie suggested that one could go to a local sports store that sells the Karbon line and try it on there before buying it from her. Being most of our instructors are well known in the local sports stores, Clay suggested that we carry a few of the jackets for both sizing and being readily available. There was little support for this idea although the Karbon shell will continue to be stocked.

12. ROUND TABLE UPDATES

Bernie Simpson advised that he received "Thank you" notes from Andrew Hook, Doug Jones, Peter and James McCallum for the bursaries they received and that each had a great ski experience at the Festival in Banff.

13 NEXT MEETING AND ADJOURNMENT

The next meeting will be scheduled by Bernie. Date and location TBA.

Note: *This meeting is now scheduled for Monday 19 SEP 2005 @ 6:00 PM -
Laurel Room, Hintonburg Community Centre, 1064 Wellington St.,
Ottawa, ON*

The meeting adjourned at 9:30 pm

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