**Attendees: *James Dicks, Bernie Simpson, Tom Abernethy, Allan Braun, Deb Blimkie, Keith Blimkie, Alex MacPherson, David Farough, Martin Bourgon,***

**Regrets: *Jeff Boucher, Malcolm McKinley, Heather Scott, John Jarescni***

**Guest: *Tim Tatarchuk***

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| Agenda Item | Discussion | Action |
| 1. Welcome All – Invitation to add Agenda items | James welcomed members and opened the meeting at 17:30. **Items to add to agenda:**   * Jackets / Swag |  |
| 1. Approve minutes from Meeting of Jan 25, 2018 | James circulated the minutes in advance from our January, 25, 2018 meeting. | Dave motioned that the minutes from our Jan 25, 2018 meeting be accepted. Alex seconded. Motion approved. |
| 1. Financial Report Update | Tom submitted the financials in advance of the meeting. He reviewed the CADS-NCD Income Statement and Balance sheet. Both documents are up to date as of March 12, 2018. They include several revenue and expenditure items with several more of each yet to be received.  Alex and Deb reported that increased attendance for WSC resulted in higher expenditures. However the True Patriot Love (TP) donation of $54,000 for 2018 WSC should be finalized in the next two weeks. | Tom motioned the financials (balance sheet and income statement) be accepted as presented. Deb seconded. Motion approved. |
| 1. Program Update Reports including TC & WSC. | All program reps submitted excellent reports in advance of the meeting. All programs had an excellent 2017-18 season. |  |
| 1. CADS Certification Courses Update. | Prior to the meeting, Malcolm advised that he would not be able to stay as CADS – NCD Technical Committee Coordinator and would assist with transition to a new person for next season.  Malcolm provided TC’s report in advance of the meeting indicates that five instructors participated in Level 3 preparation and gained invaluable feedback to strengthen their abilities; certifications were lower this year because many instructors upgraded to CADS new full level 1 and 2 over the past two seasons so CADS - NCD is now transitioning into net new certifications for new and previous members who are not certified. |  |
| 1. Mont Avila trip Update | Another successful trip to Mont Avila on March 11, 2018. About 75 people participated. Conditions were great.  Catherine Preseau, the Trip Coordinator, asked all participants for feedback and will inform the Board for discussion at our May 2018 meeting. In order to help people plan for their next season, CADS – NCD will look to set the trip date for March 2019 in time for our November 2018 Annual General Meeting. |  |
| 1. Festival 2018 Update – NCD Festival Funding Process and Timing | CADS - NCD has about 16 people attending festival from March 18 to 23, 2018. James and Bernie will go earlier to attend meetings with the CADS Nation Board and National Technical Committee.  Bernie will provide cheques to the 12 people receiving CADS – NCD bursaries upon receipt of their expenses receipts.  In order to support first time festival attendees and the CADS - NCD funding, CADS is once again providing Binnion Foundation funding.  Tom raised with the Board that the Binnion funding go to support student participating in festival as they each have to pay the CADS Skier Improvement fee of $400.  4 CADS – NCD instructors are attending Snowmass and will receive NCD bursaries They will follow up with Tom to provide expense claims, receipts and receive the money. They annually bring back significant sit skier techniques and information on the newest technology. | Bernie to provide cheques to those funded upon receipt of expense receipts.  Tom motioned that all students funded by CADS - NCD for the 2018 festival receive $750. Bernie seconded  Motion carried |
| 1. Registration Update | CADS – NCD registration included 590 people in 2017-18 up from 525 in 2016-17. This year was one of our highest enrollment seasons.  Tom has followed up with each program on outstanding amounts owed for registration. Programs will be debited for amounts owed by their participants to CADS and CADS – NCD.  In addition, Tom also confirmed amounts with CADS. The cheque will be delivered to CADS at festival.  Discussion ensued about next year registration going all credit card with tighter, if any, access to paying off line. The pay off line took an extreme amount of work by Tom and CADS to reconcile. It is funding that CADS and CADS - NCD did not get in real time with registration as is intended in moving to the new Goal Line system.  In order to ensure everyone is covered by the insurance, it is essential that programs verify that all participants are registered and have fully paid for their registration fees. Programs using Pay Pal and credit card had easiest process to confirm their rosters and settle accounts. It is highly questionable whether a participant would be considered insured if they have not paid in full for their registration. | Bernie to provide Christian Hrab, CADS Managing Director, a cheque in the amount of $6,250 for CADS registration fees yet unpaid in Goal Line |
| 1. CADS National Updates | James advised that there were plenty of nominations for the CADS awards. Winners would be announced at the Banquet at Festival.  Five great candidates are running for three positions on the CADS Board. In 2018, CADS initiated electronic voting for its board positons. James encouraged all to membership to vote electronically. Ballots would be available at the CADS Annual General Meeting on March 19, 2018 for those attending who had not voted electronically.  CADS had announced several sources of funding to support festival and new Jumpstart partnerships.  On March 13, 2018 following consultation with the Board, James submitted CADS – NCD input for CADS 2017-18 annual report  CADS Annual General Meeting is on March 19, 2018 at Festival and all are welcome to attend. |  |
| 1. CADS – NCD Name and Bylaw Changes | James circulated a paper prior to the meeting to stimulate discussion on potential areas of the bylaws that Board members would like to see addressed. Changes discussed include the organization name to be consistent with national, quarrum at meetings of the members, composition of the CADS – NCD Board to recognize two programs (Winter Sports Clinic and CADS – NCD Technical Committee), and CADS – NCD annual fee including a mechanism to address it in future.  Prior to the meeting Jeff provided significant input on the matters addressed supportive of three measures and expressing concern with changing the fee.  It is currently expected that areas to be addressed in the bylaw change exercise and process will be finalized by our May meeting or for electronic meeting in June for voting at meeting of the members to be held in early-mid July  Tom has engaged Bruce Meredith who is an expert in bylaws matters with CADS National, Ski Hawks Ottawa, CADS – NCD and other organizations. | Tom and Bruce to takes steps required to advance the process. James to assist and update the paper as required.  All are encouraged to provide input on possible areas for change. |
| 1. New CADS – NCD Swag, 40th Anniversary Patch, Other Branding Tools and Jackets | Prior to the meeting Bernie, Keith and Deb developed criteria for a new CADS – NCD team jacket, sent requests for proposals to five manufacturers and met 2 of them  Keith circulated a paper prior to the meeting. They brought several sample jackets to display for Board members consideration. The Board discussed several brands, sizing by gender and for adults and children, various colors including those already used at our host resorts, options such as vents and two way zippers, art work for logos and other designing, prices and payment timing, and deadlines to place orders. Board members preferred the Carbon Embassador models in Olympic blue or red. In order to have new jackets for next season the order must be placed by March 31, 2018. Pricing is around $260 + tax and nominal fees for artwork. Half the cost is payable at order as a down payment and remainder due upon receipt of the jacket in fall 2018.  Board members discussed that the 2018-2019 season is CADS – NCD 40th anniversary. They expressed interest in having small swag with the CADS Logo, CADS - NCD name (new in time if approved) and a 40th anniversary patch. The patch would be developed in spring 2018. Swag may include vests, t-shirts, touques, ball caps, scarves, etc. Artwork would be finalized and swag would be ordered after the bylaws changes are well advanced towards final approvals by government.  Bernie will Rachel Simpson to design a CADS – NCD logo incorporating the CADS Logo and to present options to the Board. Second, Rachel will be asked to develop a new CADS – NCD 40th Anniversary Patch and present options to the Board | Keith motioned that CADS – NCD adopt as its team jacket the Carbon Embassador in either Olympic blue or red. Dave seconded. Carried  Keith will provide information to the Board and program coordinators so they can share with membership so they can try sizes at Sport Life and to request jacket orders.  Keith will follow up with the manufacturers representative with a few questions on options, pricing and deadlines to place orders.  Bernie motioned to have Rachel Simpson design CADS- NCD logo and 40th Anniversary Patch. Allan seconded. Carried |
| 1. Items Added to the Agenda | Board members decided to combine discussion with the item added on Jackets with the item 11 on small swag. |  |
| 1. Round Table | Allan noted that he and other CADS – NCDE members from our Pakenham program had discussions with Algonquin College about students in some of their physical education programs becoming certified with CADS ar part of the College program. More may come.  Deb noted that Winter Sports Clinic expanded significantly this year ansd was great. Due to limits on accommodations in the area and logistics the program is looking to stary about 100 + participants for a few years.  Deb raised ideas for CADS – NCD Technical Committee transition and succession. Board members were positive | In April – May James in consultation with Deb will follow up on TC. |
| 1. Next Meeting Thursday March 15, 2018 | James asked meeting participants for their preferred week evening for our next meeting. All chose Wednesday in the last week of May  Our next meeting will be on Wednesday May 30, 2018 at 5:30 PM.  James closed the meeting at 8:30 PM |  |