**Attendees: *James Dicks, Bernie Simpson, Tom Abernethy, Deb Blimkie, Keith Blimkie, Alex MacPherson, David Farough, Martin Bourgon, Jeff Boucher,*** ***John Jarescni,*** ***Heather Scott,***

**Regrets:** ***Allan Braun, Malcolm McKinley***

**Guest: *Dale Cross***

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| Agenda Item | Discussion | Action |
| 1. Welcome All – Invitation to add Agenda items | James welcomed members and opened the meeting at 17:54.  Dale Cross will be replacing Alex MacPherson as Program Coordinator for Winter Sports Clinic and Al McLarty will be replacing Malcolm McKinley as the new CADS – NCD Technical Committee Coordinator for the upcoming season. Both will be confirmed at the Annual General Meeting in the fall 2018. |  |
| 1. Approve minutes from Meeting of March 15, 2018 | James circulated the minutes in advance from our March 15, 2018 meeting. | Deb motioned that the minutes from our March 15, 2018 meeting be accepted. Dave 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 May 28, 2018. They include several revenue and expenditure items with several more of each yet to be received, and all programs are within budget.  TC is down $5060, and Tom suggested some solutions to cover this, it will involve all the programs contributing a total of $2,500. The remainder would come from within the division allocations. Tom committed to determine each program’s contribution based on their student enrollment for the 2017-2018 season. | Tom to table proposal for all programs.  Tom motioned the financials (balance sheet and income statement) be accepted as presented. Alex seconded. Motion approved. |
| 1. Program Year End Reports including TC & WSC. | All program reps submitted excellent reports in advance of the meeting. All programs had an excellent 2017-18 season. |  |
| 1. Snowmass & Festival Reports. | These reports were submitted in advance of the meeting. All volunteers and participants had positive experiences. Jeff sent CADS national the feedback we received for Festival from the participants and volunteers. |  |
| 1. CADS Awards at NCD and National | Congratulations to the following CADS-NCD members on their awards:  Liane Carmel - National Adaptive Skier or Snowboarder of the Year Award  Bernie Simpson - President’s Award  Carolyn Mitrow - National Bob Gilmour Inspirational Leader Award |  |
| 1. CADS National Updates | Jim circulated the updates before the meeting. |  |
| 1. Ottawa Ski Show Booth & Coordinator | Jeff mentioned he is happy to organise this for the Fall. |  |
| 1. CADS-NCD Name & Bylaw Changes | Prior to the meeting, James circulated an updated draft paper describing the 4 special resolutions, rational for each. Discussions ensued on each of the 4 Special Resolutions. The Board agreed to have the June 27, 2018 Special Meeting of the Members.  Please refer to **Annex A** for the motions to become Special Resolutions, for voting by the members at the Special Meeting of the Members.  Bylaws require Members be provided with at least 21 days notice in advance of a Meeting of the Members. By June 1, 2018 James would finalize the documents for the June 27 meeting and share them with the Board including all Program Coordinators, By June 4, 2018 Program Coordinators were to email the documents to their members – thus providing adequate notice for the Special Meeting of the Members on June 27, 2018. | John motioned to have the Special Meeting of the Members on June 27, 2018. Keith seconded, Motion approved.  James to finalize documents necessary for the Special Meeting of the Members and circulated to the Board and Program Directors  Program Directors to share the document with their members prior to June 4, 2018 |
| 1. CADS-NCD Logos Discussion | At the meeting Bernie, Deb and Keith formed a committee to pick a logo for CADS-NCD. Bernie will have Rachel Simpson revise a couple of the logos based on feedback received from the Board. After review with Deb and Keith, Bernie will re-circulate the logos to the Board for review. Once the logos are acceptable, the Board contemplated approval so they can be put in place for the 2018-19, CADS – NCD 40th Anniversary season. | Tom motioned that a special committee be formed to pick a logo for CADS-NCD. John seconded. Motion approved.  Bernie will circulate revised logos for review and approval |
| 1. Fundraising Silent Auction | Bernie explained a type of electronic silent auction he had seen in place, it was very successful and raised a large amount in a short time. Prizes were collected from within the organization and pictures posted online. All bidding was done online. Something to think about for CADS-NCD fundraising in the future. |  |
| 1. Items added to the agenda | No items were added at the beginning of the meeting. This item and Round Table were combined.  Tom – to draw up the proposal for programs to fund TC. Tom to ensure CADS National is paid for CADS – NCD instructors Certification course fees, needs TC list from Malcolm and will follow up with him directly.  Jeff – made everyone aware that if any program can donate equipment, it should go to another CADS program.  Deb – asked about availability of policy manuals as part of knowledge transfer. Jim noted the CADS – NCD Policy Manual is online but direly out of date.   * It will be reviewed and revised at a later date.   Bernie – thanked everyone for their support for him over the years. He indicated that his winning the President’s Award was in large part due to the support everyone has provided to him. He could not have done it alone. He thanked everyone for part in making CADS-NCD a success.  Keith   * thanked Deb for completing the jacket order * asked if plaques were still being given out as a token of appreciation * brought up the idea of each program finding a way to recognise CADS-NCD 40th anniversary   Jeff – asked about availability of volunteer pins. Tom has them and the 2018/19 budget has allocated funds to order pins with the new logo.  Jim inquired if there is interest to have the Annual General Meeting on the exact date of CADS – NCD 40th Anniversary. We could serve cake with the pizza. |  |
| 1. Roundtable | Jim – announced Tom had won “Senior Volunteer of the Year” award from Volunteer Ottawa.  Tom – informed us that this organisation has a website matching volunteers with organizations and they give a deal on insurance for volunteers. May be an idea for CADS-NCD. |  |
| 1. Next Meetings | Our next meeting will be the Special Meeting of Members on Wednesday June 27, 2018 at at St. Anthony Italia Soccer Club. We plan to have refreshments at 6:15 PM with the meeting starting at 7:00 PM  The next regular Board meeting will be in September depending on CADS 2018-2019 registration process  James adjourned the meeting at 8:15 PM |  |

**Appendix A to the Minutes**

**CADS – NCD Approves Four Special Resolutions for**

**Voting at the June 27, 2018 Special Meeting of the Members**

**CADS – NCD Motions Approving the Four Special Resolutions**

The following are the four Special Resolutions being proposed, which the CADS – NCD Board asks the CADS – NCD members to vote upon. The Board approved the resolutions at its meeting on May 30, 2018. Pursuant to Bylaw 9.03 approval of these Special Resolutions is required by members to bring them into effect.

**Special Resolution 1 - Modernize Organizational Name**

**Moved**// Keith Blimkie, Director, Administrative Operations, CADS - NCD and **Seconded**// Debra Blimkie, Calabogie Peaks Program Representative, CADS – NCD

To change the name of the Corporation from CANADIAN ASSOCIATION FOR

DISABLED SKIING – NATIONAL CAPITAL DIVISION / ASSOCIATION CANADIENNE POUR LES SKIEURS HANDICAPÉS – DIVISION DE LA CAPITALE NATIONALE to CANADIAN ADAPTIVE SNOWSPORTS – NATIONAL CAPITAL DIVISION / SPORTS DE GLISSE ADAPTÉS CANADA – DIVISION DE LA CAPITALE NATIONALE and that Bylaw No. 1 and Article 1 of the Bylaws of the Corporation be amended so as to read

*BY-LAW NO. 1*

*A by-law relating generally to the conduct of the affairs of CANADIAN ADAPTIVE SNOWSPORTS - NATIONAL CAPITAL DIVISION / SPORTS DE GLISSE ADAPTÉS CANADA – DIVISION DE LA CAPITALE NATIONALE, (hereinafter called the "Association" or "CADS - NCD") as follows:*

A*RTICLE 1 Name*

*The name of the Association shall be: CANADIAN ADAPTIVE SNOWSPORTS – NATIONAL CAPITAL DIVISION / SPORTS DE GLISSE ADAPTÉS CANADA – DIVISION DE LA CAPITALE NATIONALE*

and that the President of the Association is authorized to take such other steps as necessary to amend the Articles of Continuance and any associated Corporation documents with Corporations Canada and the Canadian Revenue Agency to effect the change in name.

**Special Resolution 2 – Annual CADS – NCD Membership Fee**

**Moved**// Bernie Simpson, Vice President, CADS - NCD and **Seconded**// Heather Scott, Secretary, CADS – NCD

*To increase the CADS - NCD division portion of the annual membership fee by $5.00 effective the 2019/2020 season and to authorize the Board, subject to the financial need of the Association and in consultation with the Programs, to increase the membership fees by an additional $5.00 effective no earlier than the fifth year following this 2019/2020 season (being not before the 2024/2025 season) and every 5 five years thereafter*.

**Special Resolution 3 – Quorum at CADS - NCD Meetings of the Members**

**Moved**// Jeff Boucher, Director, Ski Operations, CADS - NCD and **Seconded**// Martin Bourgon, Sommet Edelweiss Program Representative, CADS – NCD

*To amend Section 4.09 of the Association’s Bylaws to delete “forty (40)” and in its place insert “twenty (20)”,*

and that the President of the Association is authorized to take such other steps as necessary to amend the Bylaws, Articles of Continuance and any associated Corporation documents with Corporations Canada and the Canadian Revenue Agency to effect the change in membership Quorum for meetings of the Members.

**Special Resolution 4 – CADS - NCD Board Composition**

**Moved**// David Farough, Ski Hawks Ottawa Program Representative, CADS - NCD and **Seconded**// Bernie Simpson, Vice President, CADS – NCD

To amend Section 5.04 (g) of the Association’s Bylaws to add “Canadian Veteran’s Winter Sports Clinic, and the CADS – NCD Technical Committee (Instructor Certification Program)”, and

The” Sommet Edelweiss Program” name would be updated from “Edelweiss Valley Program”.

and that the President of the Association is authorized to take such other steps as necessary to amend the Bylaws, Articles of Continuance and any associated Corporation documents with Corporations Canada and the Canadian Revenue Agency to effect the change in Board Composition.