**Attendees: *James Dicks, Bernie Simpson, Tom Abernethy, Martin Bourgon Paul Johannsen, Al McLarty, Deb Blimkie, Keith Blimkie, Dale Cross, Heather Scott.***

**Regrets: *Jeff Boucher.Allan Braun***

**Guests: Amber Corby (Mount Pakenham rep) and** **Alex MacPherson (Mont Cascades rep).**

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| Agenda Item | Discussion | Action |
| 1. Welcome all – Invitation to add Agenda items
 | James welcomed members and opened the meeting at 17:33. James thanked Keith for all his years of service as he steps down from the Board. |  |
| 1. Approve minutes from May 29, 2019.
 | Tom brought up that he would like to amend # 8 on the minutes; Communications Update internet phone cost. Minutes Amended. | Tom moved for the minutes to be amended. Bernie seconded. Motion approved.Deb motioned that the amended minutes from our May 29, 2019 meeting be accepted. Keith seconded. Motion approved. |
| 1. A. Financial reports; 2018-2019nIncome Statement & Balance Sheet – final, BDO Financial Review, and 2019-20 Income Statement at Sep 15, 2019
 | Tom circulated the financials prior to the meeting. Some programs have provided their draft budgets to Tom before the meeting. BDO is in the final stages to complete their review of CADS – NCD 2018-2019 financials. All programs are in good financial shape, noting WSC has had a great response from the Legions.Prior to the Annual General Meeting, the Board will do an E-vote to approve the 1. 2018-19 final balance sheet and income statement,
2. draft BDO report once their review is complete,
3. and 2019-20 draft budgets.

Once approved the financials will be tabled at the Annual General Meeting and recommended to be approved by the membership. | Tom motioned to approve 2018-19 financials as presented. Martin seconded. Motion approved.Tom motioned for the 2nd set of financials (2019-20) to be accepted as presented. Al seconded. Motion approved.Tom to circulate BDO’s draft report once available and initiate the E-votes for the Board to approve financial reports to be presented to members at the Annual General Meeting |
| B. CADS – NCD Budget proposed and considerations | Tom suggested allocating money to celebrate CADS-NCD 40th year eg. Print 40 years below the CADS – NCD logo on stationary. Tom asked for programs to submit their budgets to him within a week so they could be approved before the AGM.TC expenditures will be pro-rated by 2019-20 membership across all programs. Board Members want to see Ski Hawks Ottawa contribute. Paul asked for ideas about fundraising for Ski Hawks Ottawa to contribute as no room in their budget. | Al motioned to approve the apportionment of the actual TC costs by program membership based on data provided by CADS National at the end of 2019-20 season.Tom seconded.Motion carried. |
| 1. Registration 2019-20 Updates
 | Reminder that registration opens 1st October 2019.Deb mentioned that Calabogie, as part of a pilot for other software, will not be doing registration through GoalLine. |  |
| 1. NCD - AGM Date Oct 16, 2019, Election Committee, Board Nominations, Program Reps
 | Paul is volunteering to Chair the Election Committee. Bruce Meredith will also serve on this committee.The Board and Programs are looking for new Board members and programs are to encourage their membership to participate. Will have a cake cutting to celebrate 40th anniversary and use it as a photo opportunity to promote CDAS-NCD.No raffles or swagJim to send “package” of forms and documents ahead of time. In order to comply with our ByLaws, Program Reps were asked to please circulate documents to membership at least 21 days prior to the AGM  | James will circulate AGM documents.Program Reps will share documents with their membership at least 21 days prior to the AGMBernie to make arrangements for a cake commemorating CADS – NCD 40th Anniversary and bring it to the AGM. |
| 1. Ski and Other Shows Update
 |  | Jeff will be in touch with programs. |
| 1. Web site Updates Reminder
 | Programs to update websites. Alex requested pass codes to edit the Mont Cascades Program site.  | James will request Jeff Stark provide Alex editing rights. |
| 1. National Updates & Schedule of Events for 2019-20 for insurance Bus Trip and other Day events, Festival
 | Jim encouraged participants to book early for Festival (esp. accommodation).Jim sent updates from National ahead of time; discussed Key Performance Indicators (KPI) that National is trying to develop. | Send ideas for KPI to Amy or Christian. |
| 1. 40th Anniversary Promotion Banners at each Program Ski hill?
 | * Discussion about ways to promote 40th Anniversary. Remember CADS-NCD is about to enter it’s 41st year.
* Cake at AGM.
* Plaques – given to ski resorts to thank them for contributing to the program’s success.
* There are 2 new CADS-NCD banners which can be used outdoors (they are generic, have new logo), we can buy more if necessary.
 | Bernie will investigate these ideas.Any other ideas send to Tom and Bernie. |
| 1. Volunteer Recognition Long Service Pins available
 | Discussion ensued about purchasing new pins with the new logo to promote CADS – NCD. | Tom and Bernie will work on this. |
| 1. Items Added to the Agenda
 | No new items. |  |
| 1. Round Table
 | Martin – Christian and Martin met the Ecuadoran triathlete in Montreal with a rep from the Ecuadoran embassy. They provided lots of information on the structure Canada has in place to support para athletes. The Embassy is keen to learn more.Al – programs to go to Al for instructor pins.TC targeting a CADS Certification Level I course to take place before Christmas.Delivery of instruction will be different; CADS National TC has commenced rewriting their instructor’s manual with a view for it to be more user friendly – easy to read and easy to remember (videos and cheat sheets).Tom – asked for an update on golf fundraiser.Reminder that while he is away, Heather will have the cheque book.Keith – asked about pre-course cost and informed that Calabogie will be levelling off ramps at the top of the lift.Deb – Brian Rowland has made the national para alpine team!Amber – space has been secured at Mont Pakenham for them (retro fit room), Their program budget will reflect this cost.Tom/Jim – we will be having an E-vote before the AGM for 3 motions (2018-19 Financial Statement as presented by BDO, approve BDO’s report, and all proposed 2019-20 program and division budgets). |  |
| 1. Next Meeting CADS-NCD AGM Oct 16, 2019
 | James adjourned the meeting at 19:42. |  |