**Ski Hawks Ottawa Inc.**

**Minutes of the**

**Annual General Meeting**

**Wednesday, June 14, 2017**

**The Fox and Feather Bar and Grill**

**Ottawa, Ontario**

**Members Present**: James Dicks;

 Adèle Farough and Mimi;

David Farough and Dottie;

 Mary Johannsen; Paul Johannsen;

 Kim Leahy; Bruce Meredith;

Carolyn Mitrow; Robin Morrin;

 Bernie Simpson; Nicole Van Oosten;

**Proxies**: Bob Einarssen;

 Gilbert Blais‑Parent

**Guest:** Tom Abernathy

**Regrets:** Murielle Arseneau

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| **Item** | **Title.** |
| **1.** | **Call to Order.** |
|  | Carolyn Mitrow called the meeting to order at 6:08pm. |
| **2.** | **Credentials Report.** |
|  | It was determined that we had quorum. |
| **3.** | **Approval of the Agenda.** |
|  | A motion was tabled to approve the agenda.Moved: Adèle Farough;Seconded: Paul Johannsen;Status: Carried. |
| **4.** | **Approval of Previous Year’s AGM Minutes.** |
|  | It was noted that the Johannsens’ last name was spelled incorrectly at Item 12.0.A motion was tabled to put these minutes up on the website.Moved: Bruce Meredith:Seconded: Mary Johannsen;Status: Carried.  |
| **5.** | **Reports** |
|  | **5.1.** | **President’s Report: Carolyn Mitrow** |
|  |  | It’s been another safe ski year. We saw our skiers developing their abilities and we saw several of our guides devote time to increasing their skills. The following is a summary of our year:Membership. Ski Hawks had a strong contingency of guides this year, which we find is necessary as very frequently we get up to five cancellations on the day of the program due to guides calling in sick or not able to leave work. Our skier membership is down slightly, but we averaged 19 skiers per week. We will be doing a review of the skiers before the summer to gauge what the attendance might be like for 2018 and to look at recruitment if needed. Certification. It’s been a very busy year for our Ski Hawks volunteers. Five members achieved their CSIA Level 1 and two others completed their CSIA Level 2 with one other just a few points off of completing his. Several of our members worked towards upgrading their CADS levels, and one of our members became one of the first course conductors for snowboards, and has already given two of our members their Level 1 Snowboard.Overall, the program has been strengthened by the hard work of our members who have dedicated their time to improving their skills, and it’s greatly appreciated.Volunteer CADS Appreciation Pins. This year, we awarded three 5-year pins, three 10-year pins, one 25-year pin and one 30-year pin. It’s important to note that the 25‑year pin was awarded to Murielle Arseneau, who has been organizing rides and social events for the club since 1990.Programs. There were nine weeks of Wednesday night skiing and one weekend day, our Fun Day at Camp Fortune, which was the best-ever attended. The CADS‑NCD trip to Mount Avila was also well-attended. There was great Ski Hawks representation at the CADS festival at Sun Peaks. Three of our skiers were able to attend. We had several of our guides participate also. Next year, the festival will be held at Mont Ste‑Anne, which will allow for more participation from our skiers and guides.Safety and Training. Training occurred in December, and was a full day for the first time. The training was divided up into guiding training for the new guides and situational training for the more experienced guides, who were matched up with new volunteers in the afternoon to come up with solutions to assigned tasks. The program has continued to strengthen each year, as guides are more thoroughly trained, and mid-year ski training days continue to be offered. The safety questionnaire is also mandatory, and there are plans to change it up for next year.Program Awareness. The Ski Hawks program was televised on Accessible Media Inc. in February. Skiers and volunteers were interviewed by Dave Brown, formerly of CBC Radio, who is also visually‑impaired. Dave and his cameraman Darcy did an amazing job of showcasing the program and the spirit of those who volunteer with us. Special thanks to Paul Johannsen, Kim Leahy and Rick Mains for agreeing to speak on camera. Participation on the Board of Directors. There are no positions being voted on this year, however, we are continuing to encourage Ski Hawks members to think about succeeding current board members. One of our returning members, Robin Morrin, who was away from the program for three years, demonstrated an interest in working as the Technical Director, so Mary Johannsen has stepped down as the Technical Director. Robin has agreed to serve the rest of her term with Mary assisting. We are hoping that others will step forward for other positions in the future. The club President is also in her last term, and we are looking for someone to follow in her footsteps. She has agreed to stay on as Past President to support her successor throughout the process.Finally, I cannot end my report without thanking the very dedicated, hard‑working members of the Board of Directors who are always enthusiastic about doing their job, as well as the group of folks who are always willing to help out on top of guiding. We are a great group of people, and it makes me smile at the end of each season to see both skiers and guides smiling. |
|  | **5.2** | **Treasurer’s Report: Nicole Van Oosten** |
|  |  | See APPENDIX 1. |
|  | **5.3** | **Technical and Inventory Report: Mary Johannsen** |
|  |  | Technical report 201746 people attended the Dec training. The all-day training is a very successful format.Jan 3 evening programs 1 cancelled 2 ski improvements with 16 in attendanceFeb 4 evening programs Kowbuz Cup eveningMar 2 evening programs 1 cancelled Fun Day at Fortune CADS trip to Mont Avila (13 of our guides and 4 skiers)Statistics153 skier outings (skiers x # of days of activity)339 guide outings446 lift passes88 rentals377 drinksThis year we had 21 different courses attended by our guides. Congratulations to all who participated. There was amazing interest and dedication in improving the skill level in order to make this a safer and more fulfilling program for our clients. Many thanks to all of the guides who helped out this year and all of the years that I have been Technical Director. This is my last year as Technical Director. Robin Morrin will be replacing me next season.Respectfully submitted by Mary JohannsenTechnical Director2017/ 06/142017 INVENTORY (with Mary)5 photo cards 2 full harnesses/rope /1 backpacks1 climbing harnesses 16 lights 8 pair goggles 3 new signs (2 left at Fortune)3 old signs1 helmetAssorted name tags4 radios, chargers (Bernie has radios)2-2/3xl orange vests, 4 large orange vests, 4small orange vests9 2/3xl yellow vests, 17 large yellow vests, 8 small yellow vests5 emergency orange vestsBrochures (French and English braille)1 banner Camp Fortune visually impaired skiing partners1 banner Camp Fortune 2004 ski area of the year2 Rolls of hot chocolate ticketsRoll of small CADS stickersRoll of large CADS stickers.CADS brochures19 manualsSkier binder20 AAA batteries2 sets of tethers1 snow slider and skis and tether1 harness and rope2 edgie wedgies2 metal edgie wedgies2 timing stopwatches27 participation ribbons2 silver participation medals |
|  | **5.4** | **Administration /Social Report: Murielle Arseneau** |
|  |  | For the second year, our members were able to register for the season using the events.com online registration form. This made the process easier because people could register by computer. Skiers used a weekly notification form or sent an email to notify me of their availability for skiing. The first Wednesday of the year, January 4, was cancelled due to a power failure at Camp Fortune. Ski conditions remained very good regardless of all the freezing rain we received during the month of January. At the beginning of February, with the help of Kim Leahy, an email was sent to the group to announce two weekend events and the last ski evening during March Break, as guides were asked to tell us of their availability for those events. A list was compiled from their responses, which helped co-ordinate those events. Doing this much earlier has helped facilitate getting enough guides and in determining whether or not we could actually hold these events. The first weekend activity was March 12. A group participated in the CADS‑NCD trip to Mont Avila. The last evening on March 15 and the Fun Day were well‑attended. We had the biggest group at this year’s Fun Day. Thanks to Kim Leahy, Carolyn Mitrow and Mary Johannsen for their hard work with the co-ordination of those activities. The end of the year party took place at the Fox and Feather restaurant on April 5. We had a turnout of close to 50 people, also one of our biggest turnouts ever. Awards and trophies were presented during the evening. All members of Ski Hawks have a great willingness to make this a better experience for everyone. I want to recognize all volunteers who provide rides every week for skiers. Everyone’s commitment to Ski Hawks makes this organization stronger. |
|  | A motion was tabled to accept all the above reports as presented.Moved: Kim Leahy;Seconded: James Dicks;Status: Carried. |
| **6.** | **Appointment of the Accountant.** |
|  | The new accountant for the year ending April 30, 2018, is Nigel Van Dalen, C.P.A. His honorarium will be discussed at the Board plenary session in October.Moved: Nicole VanOosten;Seconded: David Farough;Status: Carried. |
| **7.** | **Amendments to the By‑Laws.** |
|  | There are no amendments to the by‑laws at this time. |
| **8.** | **Approval of the Actions of the Board of Directors.** |
|  | A motion was tabled to approve the actions of the Board of Directors for this year.Moved: Kim Leahy;Seconded: Bruce Meredith;Status: Carried. |
| **9.** | **New Business.** |
|  | Robin Morrin raised issues regarding the mandate of the club. His question was this: Is SHO’s mandate to have blind and visually‑impaired skiers have fun and stay safe on the hill, or is SHO a de facto ski school? He was of the opinion that SHO may be training and funding too many CSIA Level 2’s. Also, he felt that guides were not exercising enough control over uncooperative skiers.Carolyn Mitrow advised that Mark Pearson has offered to help skiers improve their fitness levels.Bruce Meredith made the point that there are not enough guides with Visually‑impaired certification. Adèle Farough expressed the opinion that this issue should be forced because our clientele is visually‑impaired. There was some discussion about extra training for this purpose. Paul Johannsen suggested making acquisition of the VI component a condition of funding for CSIA Level 1.Robin also raised the issue of guides paying $30.00. Bruce explained that this pays CADS and covers insurance costs.The above items will be discussed at the Plenary Session in October. |
|  | **Adjournment.** |
| 10. | Carolyn Mitrow adjourned the meeting at 7:31pm. |

APPENDIX 1

Financial Statements of

SKI HAWKS OTTAWA INC.

Statement of Operations and Changes in Net Assets

Year ended April 30, 2017, with comparative information for 2016

(unaudited – see Notice to Reader)

2017 2016

Revenue:

Membership revenue $ 1,840 $ 1,975

Donations 2,108 6,489

Miscellaneous 􀯅 652

Total revenue 3,948 9,116

Expenditures:

Certification and training 2,367 4,132

Ski passes 1,500 1,500

Ski rentals 440 435

Food and beverage 698 658

Ski festivals 438 429

Registration fees 346 147

Safety equipment 205 1,120

Awards 204 343

Charitable donations 50 50

Office expenses 􀯅 72

Miscellaneous 821 350

Total expenditures 7,069 9,236

Deficiency of revenue over expenditures (3,121) (120)

Net assets, beginning of year 10,740 10,860

Net assets, end of year $ 7,619 $ 10,740