



Annual General Meeting
Skate Canada-Central Ontario
111 Snidercroft Road
Concord, Ontario

Minutes

Saturday June 11, 2016

9:30 a.m. – 11:00 a.m.

Present: **Board Members:** Gloria Brighten, Wendy St. Denis, Paul Cotter, Traci Fong, Glenda Cartwright, Elizabeth Mannell (alternate for Brenda VanEngelen)

Committee Chairs: Marion Dyke, Susan Fisher. **Guest:** Barbara Lyon-Stewart

Employees: Scott Rachuk, Sarah Smith

Regrets: Sean McKinnon, Brenda VanEngelen

1. **Welcome**

G. Brighten, President, called the meeting to order at 9:30 a.m.

And continued:

It is my pleasure to welcome all Skate Ontario Board of Directors, and Committee Chairs to this meeting. I am also pleased to have Sarah Smith, our Director of Administration and Scott Rachuk, our Technical Director in attendance. Both Sarah and Scott are pivotal to the success of our organization and our initiatives and I want to take the time to thank them personally for their dedication, vision, and support. I would also like to recognize the contributions and dedication to our organization of our Operations Coordinator, Elisabeth Bonaldi and our contractors this past year, Janet Balkwill, Darlene Joseph, and Paul MacIntosh. I would like to welcome Barbara Lyon-Stewart from the Ministry of Tourism, Culture and Sport, and thank her and the government of Ontario for their support to our organization throughout the past year. I also welcome the alternate from Skate Canada Western Ontario, Elisabeth Mannell, as Brenda VanEngelen is unable to attend.

Wendy St. Denis, will you please record the minutes of today's meeting. Thank you.

I want to thank all the directors and committee chairs for their support and commitment this year. Susan, Sean who is on vacation in Spain, and Marion are three of the most amazing volunteers and Skate Ontario is privileged to have them as Committee Chairs. I would also like to thank Paul Cotter in his roles as Treasurer and Vice President; he has been a great support this year both personally and to Skate Ontario.

2. **Voice for Invited Guests**

MOTION: FOR Barbara Lyon Stewart, Sarah Smith, Scott Rachuk, Marion Dyke, and Susan Fisher to have a voice at this meeting, but not a vote.

Moved by: E. Mannell
Seconded by: G. Cartwright

Carried: All in Favour

3. **Reading of the Official Notice of Meeting**

Wendy St. Denis as Recording Secretary was asked to read the Notice of the Meeting.

The Notice of the Skate Ontario Annual General Meeting was sent to all Board and Committee members as well as the auditor on May 13, 2016.

The 2016 Annual General Meeting of Skate Ontario will be held at the offices of:

***Skate Canada-Central Ontario
111 Snidercroft Road
Concord, Ontario
L4K 2J8***

on

Saturday, June 11, 2016 at 9:30 a.m.

The purpose of the meeting will be to:

- *Receive Reports*
- *Elect, Confirm and Appoint Positions for 2016-2017*
- *Receive the Audited Financial Statement*
- *Appoint the Auditor*
- *Transact any other business properly brought before the meeting*

The President, Past President and Section appointed Directors (the four 2015-2016 Section Chairs) have the right to be represented by proxy. A quorum consists of four Directors present in person or represented by proxy. Each of the current Directors shall be entitled to one vote.

The agenda and names of those persons to be elected or appointed are attached to this Notice.

4. **Report on Quorum**

W. St. Denis reported that there are five board members present, the President, the Past President, and three Directors plus one alternate carrying a proxy.

According to the constitution approved June 15, 2014, four Directors present or represented by proxy constitute a quorum.

W. St. Denis declared that the quorum being met, the meeting is legally constituted.

5. **Approval of the Agenda**

G. Brighten asked if there were any additions or amendments to the agenda.

MOTION: TO accept the agenda as presented.

Moved by: T. Fong

Seconded by: P. Cotter
Carried: All in Favour

6. **Minutes of 2015 Skate Ontario AGM**

The minutes of the 2015 Annual General Meeting had been circulated following that meeting. In addition a copy of the minutes were included in the Skate Ontario 2015-16 Annual Report. G. Brighten inquired if there were any errors or omissions.

MOTION: TO approve the minutes of the June 13, 2015 Skate Ontario Annual General Meeting as presented.

Moved by: P. Cotter
Seconded by: G. Cartwright
Carried: 4 Ayes - 1 Abstention

7. **President's Remarks**

I want to take a few minutes to reflect on what occurred at the Skate Canada AGM on May 28th. The approval of the amendment was an historic and pivotal moment in the evolution of Ontario and Canadian skating. I know that this past season has been difficult and demanding. However, we have to embrace the challenge offered to us to move forward united as Team Ontario. We have an opportunity not only to merge our organizations but also to build, evolve, and transform into an innovative sport leader on the national and provincial scene. I have been so heartened and optimistic this week reading the submitted Expressions of Interest for serving on the Transition Committee. There are talented, experienced, visionary and passionate volunteers that understand that this is an opportunity to create something phenomenal. The Skate Canada Board of Directors, and Skate Canada Management, other Skate Canada Sections, and the Provincial Ministry are in our corner, offering support and guidance. We cannot fail, this is our reality moving forward, and we need to embrace the process together.

8. **Reports**

G. Brighten indicated that the reports have been included in the annual report book and time was given to review those reports at the table. Questions concerning the reports were invited.

a. President's Report	G. Brighten
b. Public Relations	S. McKinnon
c. Competitions	S. Fisher
d. Technical Committee	M. Dyke
e. Ontario High Performance Sport Initiative (OHPSI)	S. Rachuk
f. Quest for Gold	S. Rachuk
g. OTF Club Consultation	S. Smith

MOTION: TO accept the reports as presented.

Moved by: G. Cartwright
Seconded by: P. Cotter
Carried: All in Favour

9. **Confirmation of Actions Taken**

G. Brighten reported that copies of the motions taken this past year are in your report book. An addendum page was distributed June 9, 2016 to include motions taken since the annual report was published.

MOTION: THAT all actions taken and proceedings, appointments, by-laws enacted; and payments made by Skate Ontario since the date of the last Annual General Meeting held June 13, 2015, be approved, ratified and confirmed.

Moved by: E. Mannell
Seconded by: G. Cartwright
Carried: All in Favour

10. **Confirmation of Section Chairs as Board Members**

G. Brighten confirmed that the number of Section Chairs duly elected by their respective Sections, equaled the number of Board positions and that those positions would be filled by acclamation.

The Directors for the 2016-2017 year are:

Glenda Cartwright	Skate Canada Eastern Ontario
Paul Cotter	Skate Canada Central Ontario
Traci Fong	Skate Canada Northern Ontario
Brenda VanEngelen	Skate Canada Western Ontario

As per by-law #9 (a) (i) the Directors will be appointed as Officers by the President at the first meeting following the Annual General Meeting.

11. **Appointment of Competition Coordinator**

G. Brighten requested W. St. Denis to take the floor to conduct the appointment of the Competition Coordinator and the Public Relations Coordinator.

The appointments will be for one year in respect of the recent amendment, on May 28, 2016, to the Skate Canada Bylaws creating the unified Ontario Section effective April 1, 2017.

As there was only one nomination received by the prescribed deadline a motion that Susan Fisher be appointed as the Competition Coordinator for the one -year term 2016-2017 was proposed.

MOTION: THAT Susan Fisher be appointed as the Competition Coordinator for a one-year term 2016-2017.

Moved by: T. Fong
Seconded by: G. Cartwright
Carried: All in Favour

12. **Appointment of Public Relations Coordinator**

As there was only one nomination received by the prescribed deadline, a motion that Sean McKinnon be appointed as the Public Relations Coordinator for a one-year term 2016-2017 was proposed.

MOTION: THAT Sean McKinnon is appointed as the Public Relations Coordinator for a one -year term 2016-2017.

Moved by: E. Mannell
Seconded by: G. Cartwright
Carried: All in Favour

13. **Awarding of 2017 Ontario Championships**

MOTION: TO confirm that the 2017 Skate Ontario Championships be hosted by Skate Canada Western Ontario at the Vale Health & Wellness Centre, 550 Elizabeth St, Port Colborne Ontario on March 17, 18, 19, 2017.

Moved by: W. St. Denis
Seconded by: T. Fong
Carried: All in Favour

14. **Audited Financial Statement**

P. Cotter provided an assessment of Skate Ontario's current financial position.

MOTION: TO accept the draft audited financial statements as prepared by PricewaterhouseCoopers LLP for the yearend March 31, 2016 and that P. Cotter be authorized to sign the statements on behalf of the Board.

Moved by: W. St. Denis
Seconded by: E. Mannell
Carried: All in Favour

15. **Appointment of the Auditor for 2016-2017**

MOTION: TO approve that PricewaterhouseCoopers LLP be retained to conduct the audit of the 2016-2017 financial statements for the year ending March 31, 2017.

Moved by: G. Cartwright
Seconded by: P. Cotter
Carried: All in Favour

16. **New Business**

17. **Adjournment**

MOTION: TO adjourn the meeting.

Moved by: G. Cartwright