



2021 ANNUAL GENERAL MEETING

The 2021 Annual General “virtual” Meeting of the Gloucester Skating Club Inc. will be held on [Wednesday, November 17, 2021 @ 7:30pm via Zoom.](#) We hope you will be able to join us!

Join Zoom Meeting

<https://us02web.zoom.us/j/9234508350?pwd=eWtDWVVCYkJIRTVCdDEzOFVpa1NIUT09>

Meeting ID: 923 450 8350

Passcode: 2021Skate!

AGENDA

- a. Call the meeting to order;
- b. Quorum (10 voting members);
- c. Approval of Agenda;
- d. Approval of the minutes of the last AGM (see Appendices);
- e. Presentation and Approval of the Treasurer’s Report and the Auditor’s Report (See Financial Statements August 31, 2021)
- f. Appointment of Auditors for the coming fiscal year;
- g. Nomination of Honorary Members;
- h. Amendment to the Constitution and By-Laws:
- i. Transact such other business as may be properly brought before the AGM;

2022-2026 Values, Mission and Vision recommendation:

Values: Excellence – Safety – Joy & Fun – Commitment – Integrity

Mission: The Gloucester Skating Club pursues excellence and celebrates the joy of skating, in an innovative, safe and inclusive environment.

Vision: The Gloucester Skating Club leads and inspires a lifelong joy of skating for all.

For additional details please refer to:

<https://www.gloucesterskatingclub.ca/club-info>



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j. Election of the Board of Directors;

<u>Title</u>	<u>Nominee</u>
1. Vice President	Carmen Foglietta
2. Treasurer	Nadia Carta
3. Director of Fundraising / Sponsorship	No nominations at this time
4. Director of Membership Engagement	Brent Homan
5. Director of Skating Events	No nominations at this time
6. Director of Social Events	Ginette Bailey
7. Director of Coach Liaison	Mark Lauzon
8. Director of Skating	Darlene Joseph

k. Adjournment.



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Document Name: GSC AGM Minutes November 18, 2020

Prepared By: Heather Kaulbach, General Manager

Reviewed By: Lisa Elliott, President

1. MEETING REPORT SPECIFICS

Type: Agenda and Minutes of the Annual General Meeting of the GSC Board of Directors

Purpose: Review for Approval

Start Time: 7:30pm

End Time: 8:15pm

The meeting was called to order by the President, **Lisa Elliott**, at 7:32pm.

2. APPROVAL OF AGENDA

MOTION:

Moved by **David Mayerovitch** and seconded by **Donna Bierko** that the Agenda be approved.

CARRIED

3. APPROVAL OF THE AGM MINUTES

MOTION:

Moved by **Ben Guthrie** and seconded by **Carmen Foglietta** that the Minutes of the AGM of November 20, 2019 be approved.

CARRIED

4. FINANCIAL

Treasurer, Tara McGowan, presented the audited financial statements for the fiscal year 2019-20 ending August 31, 2020. She reviewed the assets, Grace Nadeau Fund, Skater Development Fund, Coach Goodwill Fund, Special Needs Fund, Nevada Fund and Synchro. She reviewed the Statement of Operations and noted the financial support received from the Government this past year and without it GSC would have incurred a loss of \$20,000. GSC will continue to work hard to have a sustainable club for years to come.

MOTION:

Moved by **Ben Guthrie** and seconded by **Nathalie Roy** that the financial statements for the fiscal year 2019-20 ending August 31, 2020 be approved as presented.

CARRIED



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MOTION:

Moved by **Carmen Foglietta** and seconded by **David Mayerovitch** to appoint Auditor's Kelly Huibers McNeely for the 2020-2021 fiscal year.

CARRIED

5. TRANSACT OTHER BUSINESS BROUGHT BEFORE THE AGM

Nothing at this time.

6. ELECTION OF THE BOARD OF DIRECTORS

The following nominations for the 2020-21 GSC Board of Directors have been received by the Nomination Committee and acclaimed in the positions as noted below:

Executive:

President	Lisa Elliott
Senior Vice President	Natasha Mitchell
Vice President	Carmen Foglietta
Treasurer	Tara McGowan

Directors:

Director of Fundraising/Sponsorship	Vacant
Director of Membership Engagement	Brent Homan
Director of Skating Events	Vacant
Director of Social Events	Ginette Bailey
Director of Skating	Darlene Joseph
Director of Coach Liaison	Mark Lauzon



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7. OTHER

Updated provide by Jodie Bierko, Chair 50th Planning Committee

- January outdoor family rink activity;
- May 7, 2021 Gloucester Skating Club day in Ottawa 50th banner raising ceremony at BMRC;
- Formal Fall wine and cheese celebration.

All events will be based on the current health and safety restrictions and we will adjust as required in order to be able to provide fun and safe 50th Anniversary celebrations.

GSC Member Patricia Chafe took a minute to share her words of thanks to the GSC staff and Board. It is so important for our skaters to be able to continue to skate during these times and GSC has done an excellent job in providing a safe and fun environment for them to keep coming to the rink. The parents at GSC appreciate all the work and pivoting that was required to keep the skaters on the ice. Thank you!

8. ADJOURNMENT

Lisa Elliott thanked all GSC Board of Directors for their help and support for the past year, a year like no other

MOTION:

Moved by **Nathalie Roy** and **seconded by Patricia Chafe** that the meeting be adjourned at 8:06pm.

CARRIED

Year end list of items to be updated: Bank Signing Officers, TelPay Officers, CRA Board listing, Organizational Chart, Website Board listing and Skate Canada Board registration.



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ATTENDANCE AT THE 2020 ANNUAL GENERAL MEETING

Natasha Mitchell
Heather Kaulbach
Tara McGowan
Ginette Bailey
Shannon Prevost
Lisa Elliott
Tanis Gilbert
Darlene Joseph
Shannon Ryan
Kathleen McGuire
Tanya Finlay
Jodie Bierko
Carmen Foglietta
Nathalie Roy
Mark Lauzon
Brent Homan
David Mayerovitch
Patricia Chafe
Julie Bergeron
Donna Bierko
Ben Guthrie
Jack Jin
Julie Brault
Arnold Kell
Michelle Sanders
Shannon Ryan
Cathy Skinner
Total = 27



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President's Report – 2021 AGM

I would like to thank the GSC Membership for its continued support as we moved through the trials and tribulations of the past year. The on-again, off-again, nature of the season presented continued challenges to skaters at all levels, but everyone persevered and I believe we can finally say that there seems to be a light at the end of this long pandemic-induced tunnel.

Early in the new year, while Ontario was back in lockdown, the Board looked at what it could do with its “found time” since competitions, banquets and all of the other fun and exciting events that normally monopolize a lot of the Board members’ time were taken off the table. We decided to focus our energy on long-term, strategic planning efforts. A Working Group was put together and you, as members, would have seen their efforts to engage you in helping to shape the future Values, Mission and Vision of this club. They compiled your input through surveys and focus groups that continued through the spring and the group will continue with more of these initiatives as we continue our strategic planning work with the development of Strategic Pillars, Actions & Priorities. It is amazing to see this plan coming together, as I have always maintained that it is hard to get anywhere if you do not know where you are going. I am excited to be a part of this Board as it builds a roadmap to the next 50 years at GSC.

One area that must be a focus as we move forward, especially now that we are slowly returning to normal after such a long hiatus, is the development of deeper pools of volunteers. It has been a long time since we have been able to be together at any kind of event, but it is critical that we engage our members so that they will be willing to help with the planning and management of the many activities and events that are sure to return over the coming months and years. I have spent many hours over the years, on committees or the board, and it is a very rewarding way to give back to the Club and our community. For anyone looking to become more involved, please reach out to me, or anyone on the Board, or to our General Manager, Heather Kaulbach.

Speaking of volunteers, I would be remiss if I did not mention and express my sincere gratitude to our outgoing Treasurer, Tara McGowan. After more than a dozen years in this role, Tara has decided that it is time for her to retire from the Board. It has been an incredible pleasure to work with Tara over the past several years, and I wish her the very best as she leaves us with hopes to soon be able to travel and relax. We will all miss her steady hand and calm demeanor.

The Board has also been continuing to update its By-laws and its Policy and Procedures Manual over this past year. GSC By-laws had been updated in 2019 but, in light of recent updates to the legislation regarding non-profits, Skate Ontario is encouraging all clubs in Ontario to utilize a common framework for their By-laws. Therefore, a second Working Group was created to review our current By-laws and bring them into line with the suggested framework. While the extensive overhaul required was not able to be completed in time for this AGM, it is expected that the new GSC bylaws, and any resulting changes and updates to the corresponding policies and procedures, will be ready in advance of the 2022 AGM.

Finally, I must commend the efforts of the amazing team of volunteers behind the incredible 50th Anniversary campaign. The depth and breadth of knowledge and the extensive memorabilia that has been exhibited through the club's online platforms has been nothing short of astounding. I have followed the posts with interest all year, as I hope have all of you. It is unfortunate that an in-person event will have to be delayed until next year, but I am sure that it will be worth the wait!

Thank-you again to all members for your patience and understanding as we have worked under the Public Health mandates of the past year. We look forward to more normal times ahead and wish you a very successful season ahead.

Respectively submitted,

Lisa Elliott, President, Gloucester Skating Club



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Gloucester Skating Club Annual General Meeting – November 17, 2021 Tara McGowan Treasurer Report

I am pleased to present my report for the 2020-2021 fiscal year.

Accomplishments

- Provide guidance to General Manager, Bookkeeper throughout the year on operations, Amilia and Microsoft 365;
- Review setup of registration sessions Amilia system by operations staff;
- Develop and implement framework for Sharepoint file directories and Teams for operations staff;
- Train staff on how to use Microsoft 365, Sharepoint and Teams;
- Review and approve payments and contracts
- Review and present monthly financial statements
- Lead budget committee in developing annual budget, present to the Board for approval
- Participate in EMWC budget review
- Participate in monthly Board meetings
- Assist with grant applications relating to COVID19

Challenges

- The most difficult task was the budget during COVID19. Multiple iterations had to be completed due to changing estimates for number of skaters permitted on the ice.

Opportunities and recommendations

- I look forward to seeing an updated Constitution and By-laws from the By-Laws Committee to reflect the new Not for Profit Corporations Act and alignment with best practices
- I hope to see the Club focus on rebuilding member engagement after these difficult years surviving through COVID 19.
- Next year I hope to assist operations staff to improve the Microsoft 365 frameworks in the Club office.

Final comments as departing Treasurer

After many years volunteering for the Club, I have decided to step down as Treasurer. I recall when my daughter was a Star 1 (Bronze) skater, I was encouraged by Jodie Bierko to volunteer on the Board. Shortly after, I applied for the Treasurer position and started on this journey with the Club. Now my daughter is in 3rd year University. She still has a passion for skating. I too have learned and love to skate.

Over more than 10 years, I was proud to be on the team of such an active and forward-thinking Club. I spent many hours with Darlene Joseph who kindly and patiently explained all things “Skating” so I could learn and understand the needs of our members, our coaches and to focus on maintaining a sustainable Club. When I look back, I can think of many great changes that have happened over that time.



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A notable accomplishment was when we moved from paper-based registrations to online. When I first started, Coaches and the office would physically set up in the crush space in the evenings to accept skater registrations, payments and answer questions from our members. It took time and learning for all of us when we moved to online registration. But now, it is hard to imagine what we would do without it!

Another important milestone was the Board's decision to hire a full-time general manager. With a Club of our size, we knew it was time to bring in a professional to manage operations and keep the knowledge in-house rather than relying on volunteers to pass on critical operations experience from year to year. It is increasingly difficult to find Volunteers who have the time and capacity to carry out all the amazing things this club does on a day-to-day basis. I can confidently say our Board has now moved to an oversight role and now focuses on strategic direction for the Club and our Club Office capably and confidently manages operations.

I have been fortunate to meet some amazing people in this Club and have developed long-lasting friendships with many. Everyone has been there for the growth and development of our members and that is what makes the Gloucester Skating Club such a great organization to be part of. I will fondly remember these years and will always be there to give a helping hand when needed.

Respectively submitted,

Tara McGowan, Treasurer, Gloucester Skating Club