



NWT AMATEUR SPEED SKATING ASSOCIATION
BOX 2664
YELLOWKNIFE NT X1A 2P9

2018 ANNUAL GENERAL MEETING AGENDA

Saturday, August 25 – 7pm
Yellowknife Ski Club (4, Yellowknife)

Dial-in access: 1-866-613-5223
Participant Access Code: 3286457

1. Call to order and roll call
 - President
 - Vice President
 - Coaches and Officials Coordinator
 - Treasurer
 - Secretary
 - Board Members: one from each NWT club
 - Members present
2. Adoption of the agenda
3. Approval of Minutes from previous Annual General Meeting – May 15, 2017
4. Business arising from the Minutes
5. Reports:
 - a. President
 - b. VP
 - c. Treasurer
 - d. Coaches and Officials Coordinator
6. Nominations and Elections for Board positions
 - a. Vice-President (2-Year Term)
 - b. Coaches & Officials Coordinator (2-Year Term)
 - c. Treasurer (2-Year Term)
7. New Business
8. Next Meeting
 - a. Date for next AGM
9. Adjournment



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2017 ANNUAL GENERAL MEETING

Monday, May 15 – 7pm
Sport North Boardroom, 3rd floor, Don Cooper Building (4908 49th Street)

Dial-in access: 1-866-613-5223
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Minutes

1. Roll call. Meeting called to order at 7:06pm.
President: Stacey Christie
Vice President: Val Gendron
Coaches and Officials Coordinator: Martin Rourke
Treasurer: Arnold Enge
Secretary: Kirstin Mahler
Board Members:
 - Yellowknife: Karin Clark
 - Inuvik: Stacey Christie
 - Norman Wells: no representation
 - Fort Simpson: Val Gendron
 - Fort Smith, Hay River: no representation (inactive this past season)Sport Director: Ollie Williams
Members present: Kerry Egan, Shane Clark
2. Additions to the agenda: None.
3. Adoption of the agenda: Val moves to adopt agenda as presented, seconded by Karin. Motion carried.
4. Approval of Minutes from May 16, 2016:
 - Arnold acclaimed *to a 1-year terms* as Treasurer. Martin moves to approve May 2016 AGM minutes with this change, seconded by Val. Motion carried.
5. Business arising from the Minutes: None.
6. Reports:
 - a) President: Stacey's report to be distributed by Ollie & attached to minutes. Highlights items such as governance, financials, membership, officials' development, and successes/challenges.
 - Question from Karin re: President's request for support from SSC with regards to development of policies. Stacey explained: could we draw from other clubs? Looking for support/guidance on what policies could look like.
 - b) VP: Territorials went well. Ollie was a great commentator! Strength of our sport is our volunteers – even people who don't have kids in sport continue to volunteer.



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- c) Treasurer: Reviewed financial statement (attached). Surplus this year of about \$20,000. More income than normal because of XGames funding. Expenses are itemized in expense sheet (also attached).
- Question re: “volunteer support”: Arnold clarified that this refers to travel/expenses for coaches/managers.
 - Discussion re: SSC fees:
 - NWTASSA pays for most of SSC fees; recoups a little from Clubs.
 - Stacey noted that SSC fees will be increasing in near future. Karin asked if NWTASSA will therefore be increasing how much they request from Clubs - this will be a decision for future Executive.
 - Arnold noted that it is an administrative burden for NWTASSA to charge Clubs for SSC fees.
 - SSC fees this year are large (normal is about \$5,000) to make up for administrative error on SSC’s end for the past few years.
 - Martin noted that if Club registrations are happening through SSC database this coming year, will SSC fee be automatically collected at that time?
 - Ollie: so far able to check a box as an administrator that indicates SSC fee has been paid. Over summer will make sure we’re on the same page as SSC, so that by the time registrations occur in the fall we don’t have to deal with paying, then getting reimbursed.
 - Question re: \$20,000 surplus: cannot determine exact amount of XGames funding left, though it will not be as much as last year.
 - Val moves to accept the financial statement for 2016-2017 as presented. Seconded by Kerry. Motion carried.
 - Big thanks to Arnold for his work as Treasurer.
- d) Coaches and Officials Coordinator: 4 new officials trained this year. Hoping for more referee and starter courses next season. Yk Club possibly receiving new timing equipment, which would require training of at least one official (electronic timer) to operate the equipment (separate position from place judge).
- e) Clubs:
- Fort Simpson: Numbers about same as last year. Sent 10 kids to Champs. Kids at RU Fast had an amazing time; came back & shared with younger kids who now want to go! Having Maddie as a coach in Calgary and at Christmas camp helped spark the kids to want to improve. Hosted a skate-a-thon. Hoping to send some skaters to summer camps.
 - Ollie noted that it would be great to run a camp in Simpson this season.
 - Yk: see Karin’s report, attached.
 - Inuvik: submitted by Paul (coach), reviewed by Stacey. 14 skaters in younger group this year and 8 in older group. All gear has been replaced, and Club is now waiting for second half of new mats. Trip to Calgary was highlight for skaters. Hosted a camp with Debbie Fisher in Inuvik. Looking forward to NWT camp in August. Local dryland training starting June 1 weather permitting. Club looking for another coach for next year.
7. Election of Directors (by acclamation):
Terms ending this year:



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- President: Stacey nominated by Arnold; Martin seconded. No other nominations. Stacey accepted. Carried.
- Secretary: Kirstin nominated by Val; Martin seconded. No other nominations. Kirstin accepted. Carried.

Position being vacated:

- Treasurer: 1-year term vacant. Brief discussion re: time commitment, duties/roles.
 - Arnold estimated an average of 2-3 hours/month, once familiar with system. Meets are more time consuming. Ollie clarified that once XGames funding is done and a solid written policy is in place with regards to travel funding, this process will be more straightforward. Arnold and Ollie happy to sit down with incumbent to review processes, duties, etc.
 - Possibilities for filling position:
 - Yk Club to send out email to membership to see if anyone has experience/is interested.
 - Stacey suggested a public ad to anyone looking for Board experience. Would also help with regards to having Board members outside the sport.
 - Val suggested Jill Gilday
 - Interim treasurer?
 - Val nominated Karin for position of temporary Treasurer. Seconded by Martin. No other nominations. Karin accepted. Carried.

8. New Business: None.

9. Adjournment: Val motioned to adjourn, seconded by Karin. AGM adjourned at 7:58pm.



**NWT AMATEUR SPEED SKATING ASSOCIATION
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| 2017 - 2018 Actual Expenditures | (Leadership and Coordination) (5% + 2%) | (PY + Ver. Inc) | (Sport Development) | (Sport Development) | (Sport Development) | (Sport Development) | (Sport Development) | (Sport Development) | (Sport Development) | (High Performance) | (High Performance) | Total |
|---|--|-----------------------------|---------------------|---|--------------------------------|---------------------------|---------------------|-------------------------------|--|---------------------|--------------------|---------|
| | AGM and Meetings | Administration and overhead | Weekly Practices | Community Athlete and Coach Development | Coach and Official Development | Summer Speed Skating Camp | NWT Championships | Special Olympic Speed Skating | Arctic Winter Games 2018 incl Territorial Trials | Competition Funding | | |
| Revenues | | | | | | | | | | | | |
| WCLP | | 33,000 | | 2,000 | 3,500 | 4,400 | 14,000 | 1,000 | | 24,600 | | 82,500 |
| Registration Fees | | 4,500 | | | | 1,560 | 3,000 | | | | | 9,060 |
| Team NWT Registration Fees / Camps | | | | | | | | | | | | - |
| Fundraising | | | | | | | | | 600 | | | - |
| Remaining 2016 'X Games' funding | | | | | | | | | | 36,900 | | - |
| Other grants (MACA, Municipal, Federal, SSC) | 1,466 | | | 6,621 | | 10,725 | | | | 2,000 | | 20,812 |
| Miscellaneous | | 175 | | | | | | | | | | 175 |
| | 1,466 | 37,675 | - | 8,621 | 3,500 | 16,685 | 17,000 | 1,000 | 600 | 63,500 | | 112,547 |
| Expenses | | | | | | | | | | | | |
| Salaries and benefits | | 30,807 | | | | | | | | | | 30,807 |
| Professional development and training | | | | | 500 | | | | | | | 500 |
| Advertising | | 433 | | | | 56 | | | | | | 489 |
| Audit and accounting | | | | | | | | | | | | - |
| Communications | | 24 | | | | | | | | | | 24 |
| Computer equipment and services | | 287 | | | | | | | | | | 287 |
| Dues and fees | | 100 | | 521 | 270 | | | | 1,000 | | | 1,891 |
| Equipment | | | | | 315 | | | | | | | 315 |
| Food (events, meetings, etc - per diems included in travel) | | | | | | 315 | | | | | | 315 |
| Grants | | | | | | | | | | 2,000 | | 2,000 |
| Insurance | | 910 | | | | | | | | | | 910 |
| Interest and bank charges | | 212 | | | | | | | | | | 212 |
| Legal | | | | | | | | | | | | - |
| Materials and supplies (clothing, medals, banners, etc) | | | | | | 616 | 2,129 | | | | | 2,745 |
| Office | | | | | | | | | | | | - |
| Postage, freight, courier | | | | 793 | | | | | | | | 793 |
| Professional fees (instructor fees, contracted services, etc) | | | | | 1,500 | 2,700 | | | | | | 4,200 |
| Rent | | | | | | | | | | | | - |
| Rental (facility, equipment, vehicles) | | | | | | 3,680 | | | | | | 3,680 |
| Repairs and maintenance | | | | | | | | | | | | - |
| Travel | | | | | | | | | | | | - |
| Accommodation | 193 | | | | 879 | 3,186 | | | 1,137 | | | 5,394 |
| Tickets (flights, buses, etc.) | 1,273 | | | 1,000 | 1,066 | 5,250 | | | | | 3,196 | 11,784 |
| Per diems | | | | | | 102 | | | | | | 102 |
| Miscellaneous | | | | | | | | | | | | - |
| | 1,466 | 32,773 | - | 2,314 | 4,529 | 15,905 | 2,129 | - | 2,137 | 5,196 | | 66,449 |
| Excess / Deficiency | 0 | 4,902 | - | 6,307 | (1,029) | 780 | 14,871 | 1,000 | (1,537) | 58,304 | | 46,098 |