



## **2021 AGM**

**Year end June 30 2021**



**ACT Centre: 107 – 105<sup>th</sup> St. East  
Saskatoon, SK  
S7N 1Z2**

**[www.skatesaskatoon.com](http://www.skatesaskatoon.com)**



# ***2021 AGM Booklet***

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## 2020 Annual General Meeting Minutes

November 30, 2020 @ 7:30 pm

Video Conference

**Board member Present:** Rob Peace, Michelle Wilfing, Carmen Allen, Crystal Kowalchuk-Trapp, Blaise Kirchgesner, Teresa Schmautz (technical difficulties)

**Present:** Nicole Sereda, Karen Mochoruk, Sarah Grieve, Kelly Benko, Leanne Kessler, Cheryl de Villiers, Amanda and Adam Guldiman, Andrea Foster, Jason Trapp, Derek Wilfing, June Lu, Stacey Schindel, Jeanette Hammer, Trish Bobert, Susan Savino, Myrna Gibson, Janice Paslawski, Hali Drewlo, Laura Guo, Sara Mcleod, Rachel Bueckert, Rachna Singh

### 1. Chairperson's Opening Remarks & Welcome

- a. Call to order - Rob Peace called the Annual General Meeting to order at 7:42pm
- b. Reading of the Notice of Meeting
- c. Quorum

### 2. Adoption of the Agenda

- Motion: Crystal Kowalchuk
- 2<sup>nd</sup>: Janice Paslawski
- Carried

### 3. Adoption of the Minutes from the September 16, 2019 AGM

- Motion: Karen Mochoruk
- 2<sup>nd</sup>: Carmen Allen
- Carried

### 4. Actions taken by the Board 2019-2020/Secretary's Report

- Motion: Janice Paslawski
- 2<sup>nd</sup>: Karen Mochoruk
- Carried

### 5. Financial Report:

- a. June 30, 2020 audited financial statements
  - Motion: Blaise Kirchgesner
  - 2<sup>nd</sup>: Janice Paslawski
  - Carried



## 2020 Annual General Meeting Minutes (continued)

- b. Signing officers for 2020/2021 that include the Executive (President, Vice President, Treasurer, Club Manager, Secretary, Executive Director)
  - Motion: Susan Savino
  - 2<sup>nd</sup>: Myrna Gibson
  - Carried
  
- c. Appointment of 2020/2021 auditor (Virtus Group)
  - Motion: Cheryl de Villiers
  - 2<sup>nd</sup>: Amanda Guldiman
  - Carried

### 6. Other Reports:

- a. Executive Report
- b. CanSkate Report
- c. Advanced PreSTAR/STAR 1 & 2 Report
- d. Adult Report
- e. STAR and Competitive Report
- f. Synchronized Skating Report
- g. Stoking Report
- h. Club Development Report

Motion: To approve reports a to h (as above and in the AGM 2020 Booklet).

- Motion: Crystal Kowalchuk
- 2<sup>nd</sup>: Susan Savino
- Carried

- i. River Skate 2020 Report
- j. Skater Assistance Report
- k. Assessment Day Report
- l. Region 9/Section Report

Motion: To approve reports i to l (as above and in the AGM 2020 Booklet)

- Motion: Janice Paslawski
- 2<sup>nd</sup>: Susan Savino
- Carried

### 7. New Business:

- a. Board Member and Committee Member Secondment
- b. Covid Impact - Brief discussion



## 2020 Annual General Meeting Minutes (continued)

### 8. Election of 2020-2021 Officers and Board of Directors as in the AGM 2020 Booklet

- Motion: Myrna Gibson
- 2<sup>nd</sup>: Hali Drewlo
- Carried

We would like to express our deepest gratitude to Collin Kowalchuk for his numerous contributions to the club over the years.

### 9. Presentation of Nicole Sereda Awards for Volunteer Excellence

Presented to Sarah Grieve and Elizabeth Allen by Nicole Sereda

### 10. Closing Remarks

It has been a very challenging year. We have had to take on different tasks than what we anticipated at the onset of this year. We are doing our best to address changing government requirements in a timely manner and to keep our skaters skating.

#### Comments:

Leanne Kessler – she is aware that on Friday November 27<sup>th</sup> skaters entered the ice area earlier than the beginning of their 4:30pm session which would put us over the government restrictions. Ms. Kessler also asked if there will be an assessment day – It was explained that we have had a few soft scheduled assessment days however we were not able to host them. We don't have a date for an assessment day at this time.

### 11. Adjourn at 8:17pm

- Motion: Janice Paslawaki
- 2<sup>nd</sup>: Crystal Kowalchuk
- Carried



## ACTIONS OF THE BOARD OF DIRECTORS 2020-2021

### August 6, 2020 Minutes

MOTION: To purchase an iPad mini for the purposes of playing music during sessions and a stylus for each Skate Saskatoon Club Coach to operate the iPad mini

**Update: Discussed at the September 14, 2020 meeting that even though there was a motion to purchase an iPad for the purposes of playing music, this has not occurred as the club has continued with using the memory stick. Blaise confirmed that this method has continued to work**

MOTION: Pricing for Advanced PreSTAR will not be less than \$16 per session and not more than \$17 per session

MOTION: Pricing for 60-minute options will be \$13 per session

MOTION: An administration fee of \$30 will now be applied to session change requests

MOTION: To approve the Fall 2020 schedule as emailed by Rob August 11 with the change in end date to October 4th

MOTION: The \$30 administration fee for changes requested will not be assessed until Monday September 7th at 6 pm

### September 14, 2020 Minutes

MOTION: To accept Winter 2020-21 schedule as presented with changing option 43 to Star 3-Gold and Option 27 to Star 1-Gold, stroking will be 45 mins

MOTION: For the purposes of schedule changes, the administration fee will be waived until October 15, 2020 at 6pm for term 1 and until January 15, 2021 at 6pm for Term 2 for requests for skaters to change their schedule

MOTION: Pricing for CanSkate will be \$185.00 for Term 1 which includes 10 sessions plus the family skate, which is now considered a bonus. The pricing for Term 2 will be increased accordingly since there is one more session. Parent Tot will be priced consistently. Term 1 Parent Tot has one less session than Term 1 CanSkate so the pricing will be decreased accordingly

MOTION: Pricing for Advanced will be \$190.00 for Term 1 which includes 10 sessions plus the family skate, which is now considered a bonus. The pricing for Term 2 will be increased accordingly since there is one more session

MOTION: That all STAR options be priced the same

MOTION: Pricing for STAR will be \$140.00

MOTION: Pricing for Stroking will be \$145.00

MOTION: Pricing for Power Skating will be \$190.00 in Term 1 and \$210 in Term 2 (one more session)

MOTION: To set the prices for all the synchro teams as stated - Beginner/Pre-Juvenile \$465, Juvenile \$660, Pre-Novice \$880, Adult \$605, Open \$850 except for the Open Team as the request to decrease their ice time was just received. The Open Team pricing will be equivalent to the proposed price based on actual ice used

MOTION: Approve the fee of \$600 for the Open/Adult 1 team for the 2020-21 season using the minimum team number of 8 in the calculations

MOTION: Motion to move \$200,000 into a VARGIC

### October 19, 2020 Minutes

MOTION: To purchase 10 Skate Saskatoon togues for the club to use for gratuity purposes

MOTION: To pay skater's assistance as per the policy

MOTION: To offer options from Jan 2 to end of winter season for \$80/session



## **ACTIONS OF THE BOARD OF DIRECTORS 2020-2021 (CONTINUED)**

### **October 19, 2020 Minutes (continued)**

MOTION: To allow the transfer of funds between the bank account and existing variable investments if 2 executive members approve

**Update: BMO didn't have business variable investment vehicles where money could be transferred between the bank account and the investment vehicle**

MOTION: To purchase a 1-year subscription to the most appropriate video-conferencing platform (user-friendly)

MOTION: To lock in GIC numbers 2 and 8 - current values of \$30,428.47 and \$29,703.95 with anniversary dates of October 20, 2020 and October 18, 2020 respectively

MOTION: To approve the draft audited financial statements for June 30 2020 as provided to the board by email November 9 2020

MOTION: Skaters that do not reside in the province of Saskatchewan are not permitted to register for any sessions offered by Skate Saskatoon during the Winter 2020-2021 season

### **November 23, 2020 Minutes**

MOTION: To purchase an electrostatic sprayer up to the cost of \$2000 with the use of appropriate disinfectant that meets appropriate contact time, toxicity and is Health Canada approved

**Update: Discussed at the March 15, 2021 meeting that since The City instituted additional cleaning measures the electrostatic sprayer purchase was not necessary**

MOTION: Replace the family skate with regular lessons to make up missed sessions and extend Monday to December 21<sup>st</sup>

**Update: CanSkate and Advanced PreSTAR Term 1 group programs were cancelled effective November 27, 2020**

### **January 4, 2021 Minutes**

MOTION: Refund the appropriate amount based on the program fee for Canskate and Advanced PreSTAR group sessions that we were not able to offer for Term 1

MOTION: To accept the license agreement - letter of renewal July 1, 2020 to June 30, 2021 for the main operations in the amount of \$236,145 plus GST for the term, which translates to a monthly amount of \$19,678.75 plus GST of \$983.94

MOTION: To continue with hall operations for the 2021 calendar year

MOTION: To Cancel Winter 2020-2021 Term 2 Parent-Tot, CanSkate and Advanced group lessons. To refund program fees as well as the 2020-2021 Skate Canada membership fees and the related Section fee when applicable. This is based on Skate Canada crediting the membership fees which Skate Canada says will result in removal of skaters for statistics provided to the Section for the fundraising adjustment fee imposition

MOTION: To redeem the variable investment #00349792055, original amount of \$50,000

### **February 8, 2021 Minutes**

MOTION: We will refund skaters over 18 years of age that were not permitted to skate as per the Saskatchewan Public Health Order as of November 27, 2020 for the sessions missed along with 50% of the Skate Saskatoon fee. The refund for the adult synchro team refund will consider the additional choreography charges that were incurred. The refund for the adult program session will be based on the number of skating days available



## **ACTIONS OF THE BOARD OF DIRECTORS 2020-2021 (CONTINUED)**

### **February 8, 2021 Minutes (continued)**

MOTION: Try to organize a virtual skating event using the protocol established for the Saskatchewan Cup for Skate Saskatoon members following current public health guidelines on club development time in March 2021

**Update: Discussed and decided at the March 15, 2021 meeting that due to the parameters of the virtual event and that it is so close to assessment day the club would not proceed further with this initiative**

### **March 15, 2021 Minutes**

MOTION: To accept Spring schedule 2021 v4 as presented

**Update: Version 5 posted on the website was changed from Version 4 to include STAR 1 & 2 in the CanSkate/Advanced group lessons description**

MOTION: The price for Spring CanSkate, Advanced PreSTAR and Power Skating group sessions will be \$17 per session

MOTION: The price of the 45-minute session options will be \$9 per session while the price of the choreography session will be \$10 per session

MOTION: To change Spring 2021 Thursday Group Lesson Power Skating at 8:00 - 8:45 pm to a STAR 1 - Gold option for April - June inclusive

### **April 19, 2021 Minutes**

MOTION: The synchro overage charges (approximately \$800) from the 2020-21 choreography weekend will be carried over and accounted for in the 2021-22 synchro registration season fee

MOTION: Motion to proceed with the dates of June 3 and June 10 for spring assessment day

MOTION: Motion to allow option skaters to skate at their regularly scheduled time on May 15th and 16th without additional fees

MOTION: Motion to offer makeup sessions on the group lesson time slots May 15th and 16th for skaters displaced on Options 60-64 June 3rd. To prepare credits for any sessions missed less any sessions made up as a result of assessment day on June 3rd and 10th. The credits would be based on the session rate of \$9 plus tax

### **May 17, 2021 Minutes**

MOTION: To accept summer 2021 schedule as presented

MOTION: To accept the summer 2021 pricing as presented, (CanSkate/Advanced PreSTAR: \$17.00 per session Power Skating: \$17.00 per session (1 coach), 45-minute option (either seasonally or weekly): \$9.00) including the employment of 2 music players/summer students

MOTION: To have the Release and Acceptance policy reviewed by a lawyer with a budget of up to \$1000.00

MOTION: To replace the existing online Release and Acceptance Policy V3 with the Assumption of Risk and Waiver (provided by Skate Canada Saskatchewan), Skate Saskatoon's Code of Conduct and Media Release documents. The updated Code of Conduct and Media Release documents are in progress. Since Skate Canada Saskatchewan has confirmed that the Assumption of Risk and Waiver has been reviewed by a lawyer the legal review of a Release and Acceptance policy, approved at the May 17th board meeting, with a budget of up to \$1,000, will not be necessary at this time





## **ACTIONS OF THE BOARD OF DIRECTORS 2020-2021 (CONTINUED)**

### **June 21, 2021 Minutes**

MOTION: To change Summer School Options 1, 6, and 10 to “seasonal or weekly” and to change session capacities to the following: CanSkate/Advanced (20); Power Skating (16); Options (12)

MOTION: To approve the Assessment Day Policy June 18, 2021

MOTION: To change the COVID-19 restrictions and guidelines effective July 13, 2021 regarding masking, spectators and building entry requirements provided it does not contravene any current public health orders or mandates from Skate Canada or Skate Canada Saskatchewan. If any of these entities require a stricter measure then the strictest measure will be adhered to

MOTION: To accept the Code of Conduct July 9, 2021 and Media Release July 9, 2021

**Any email motions were included with the minutes of the board meeting prior, as a separate section, and are included in the information above.**



## EXECUTIVE REPORT 2020-2021

Special circumstances prevailed throughout the 2020/2021 year. Skate Saskatoon's key goal was the health and safety of participants, coaches and families. Skating and safety protocols were altered as needed to meet regulatory body requirements from the Provincial Government, City of Saskatoon, Skate Canada and Skate Canada Saskatchewan. The requirements were very fluid and the Club had to pivot quickly to adjust to ongoing changes.

The rink reopened for summer 2020, after being closed for approximately three and a half months. We are pleased that the club has remained open subsequently, with minimal exception.

During summer 2020 and summer 2021 the club had a hall rental arrangement with the BGC of Saskatoon and we have developed a good working relationship with the BGC Saskatoon management.

Effective November 27, 2020, the provincial government public health order only allowed eight skaters on the ice, who had to be 18 years of age or younger. This had a substantial impact on the club's operations. The CanSkate and Advanced PreSTAR, STAR 1 & 2 group programs were cancelled, the two adult Synchronized Skating teams had to stop skating and there were several changes made by option skaters and coaches to facilitate compliance to this requirement. Capacity for Spring was able to be set at what it had been prior to this regulation.

The first assessment day in over eighteen months ran in March 2021. This assessment day and subsequent assessment days have run smoothly. The 2021 Ice Show had to be cancelled, but we are optimistic there will be a 2022 Ice Show, although some modifications may be required.

Skate Saskatoon's board and executive continued to devote significant effort to special circumstance topics as a result of COVID-19. However more of the planned agenda items were able to be given attention and a strategic planning process took place culminating in the development of the 2021-2024 Strategic Plan. There had not been a strategic planning process since 2016.

The club would like to expand its board and committee membership. This is an ongoing area of concern. With a completed strategic plan, the club has a decisive direction for the future. The strength of the volunteer base is key to the club's future success.

On behalf of the executive of Skate Saskatoon our utmost appreciation to the members, coaches, program coordinators and volunteers. We look forward to moving out of COVID-19 safely and concentrating our attention on the next phase of the club's operations.



## PROGRAM REPORT 2020-2021

### PROGRAM REGISTRATION NUMBERS

<b>July 2021- June 2022</b>	<b>July 2020- June 2021 Number of Skaters</b>	<b>July 2019- June 2020 Number of Skaters</b>	<b>July 2018- June 2019 Number of Skaters</b>	<b>Program</b> Learn to Skate includes CanSkate; Advanced PreSTAR, STAR 1 & 2; Power Skating Group Lessons and the Adult Program
76	35	151	144	Learn to Skate--Summer
117	33	89	69	Learn to Skate--Fall
279	171	416	428	Learn to Skate--Winter Term 1
-	30	546	597	Learn to Skate--Winter Term 2
-	95	Facility Closed	286	Learn to Skate--Spring
101	101	86	88	Options--Summer
125	113	66	73	Options--Fall
158	182	141	145	Options--Winter
-	160	Facility Closed	126	Options--Spring
11	14	21	16	Synchro--Beginners & Pre-Juvenile
9	9	12	11	Synchro--Juvenile
10	9	10	10	Synchro--Pre-Novice
9	5	18	12	Synchro--Open/Adult I
9	8	14	12	Synchro--Adult
<b>Inc.</b>	<b>965</b>	<b>1570</b>	<b>2017</b>	<b>Total</b>



## **PROGRAM REPORT 2020-2021 (CONTINUED)**

The chart reflects the significant impact of COVID-19 on program participation.

CanSkate was not able to operate during most of this fiscal year, it ran in Winter Term 1 until November 27, 2020, and Spring 2021. The allowable capacity was much lower than in normal circumstances. Advanced PreSTAR, STAR 1 & 2 faced the same limitations, however some classes ran in Summer 2020 as well. U9 & U11 Power Skating group lessons were able to run in each season with an excellent response.

For the current skating season, July 2021 – June 2022 the number of CanSkate skaters permitted on each session has still been reduced to date, however numbers have rebounded significantly despite the ongoing COVID-19 Pandemic.

Option Skater numbers have increased compared to pre-pandemic levels in all seasons, with the trend continuing into the current season.

Synchro skating participation diminished significantly and was required to run an altered program in 2020-2021. With the government regulations effective November 27, 2020, the two adult teams were no longer allowed to skate. All of the synchro teams for the 2021-2022 year have been able to reach the required minimum through regular registrations and usage of double teamers in some instances.

### **COMPETITIONS**

Competition opportunities were very limited in 2020-21, with there being only two virtual competitions available in Saskatchewan.

### **ASSESSMENTS**

In November 2020, certificates of achievement were presented to 19 STAR 1-5 skaters who completed an entire STAR level in 2019-2020.

Two assessment days were held for STAR 6-Gold levels (March and June 2021). The March 2021 assessment day was the club's first assessment day to utilize Skate Canada's new STAR 6-Gold assessment structure. The club has fully transitioned away from Senior Bronze-Gold tests.



## PROGRAM REPORT 2020-2021 (CONTINUED)

In fiscal year 2020-2021, Skate Saskatoon coaches administered 347 STAR assessments (99.4% pass rate).

### Coach-Administered Assessment Summary (All STAR 1-5 Disciplines and STAR 6-Gold Skills)

	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
<b># Tests</b>	0	37	6	7	20	43	24	55	63	16	30	46	<b>347</b>

### STAR 6-Gold Assessment Day Summary

	Date(s)	Times (p.m.)	# Tests	# Pass	# Retry	Evaluator(s)
1	Saturday, March 21, 2021	5:30-10:00	<b>45</b>	37	8	Kathy Piller Darren Bogle
2	Thursday, June 3, 2021	5:00-8:10	<b>30</b>	17	13	Kathy Piller



## SKATE CANADA SASKATCHEWAN REGION 9 REPORT 2020-2021

The 2020/2021 figure skating year was quite the challenge! Skate Canada predicts that 72% of pre-covid skaters have returned to the ice. We have much change coming up in 2021/2022 including a new Skate Canada logo. Long Term Development Plan shows change in the competitive calendar year. More info will follow when this plan is complete. It is exciting to know that anyone can 'Skate for Life', meaning once you've completed CanSkate you can move on to STARSkate or enter the competitive stream or synchro and then maybe become an official or a coach or tech specialist or data specialist or board member!

The section will be using 'Constant Contact' emails and Facebook/Meta to keep everyone informed. Please be sure to read these when they come as there is often valuable updates within them. The Marketing Committee has started to promote CanSkate and CanPower. Skate Canada is doing a Facebook CanSkate campaign. CanSkate is all-inclusive.

Fundraising Adjustment Fee and Skater's Lottery – there is a financial task force being set up to make clubs viable for the future. The lottery is being run this year as a fundraising option. Club support grants have been issued recently for the 2021/22 skating season. These were based on 2020/21 registration stats from Skate Canada.

Assessment Days - Clubs are allowed to hold their own assessment day. Clubs would be limited to a maximum of two assessment days during the regular season and may allow other skaters from within their own community to attend. All provincial health guidelines and regulations must be adhered to at the applicable time of the assessments, along with the rules that the Skate Canada - Saskatchewan Board of Directors has approved. Keep in mind that the Section has few fully qualified evaluators in our province, and they may not all be comfortable in leaving their own community at this time.

These important skating events are also on the website. Unfortunately, we have had to cancel the adult & synchro seminar due to ice availability.

Dec 1 -5 Skate Canada Challenge as well as Coaches Apprenticeship Program (run in partnership by the section and Skate Canada) in Regina

Dec 11 STARSkate Invitational in Indian Head, SK (strongly encourage your skaters to attend. If your skater attends this, they will receive a 15% discount on Winter Classic. STAR 5 – Gold)

Dec 12 Rising Stars Seminar in Indian Head, SK

Dec 18 Rising Stars Seminar in Melfort, SK

Dec 19 Rising Stars Seminar in Maidstone, SK

Jan 6 – 13, 2022 Canadian National Championships in Ottawa

Jan 22, 2022 STAR Seminar at ACT in Saskatoon, SK

Jan 23, 2022 Black Boots Seminar at ACT in Saskatoon, SK

Feb 5 – 6, 2022 Prairie Regionals Synchro in Morden, MB

Feb 23 – 26, 2022 Sask Winter Games in Regina, SK

Feb 25 – 27, 2022 Canada Synchro Championships in Calgary, AB



## **SKATE CANADA SASKATCHEWAN REGION 9 REPORT 2020-2021 (continued)**

March 4 – 6, 2022 Winter Classic in Estevan, SK

March 11 – 12, 2022 Living Skies Synchro Invitational in Regina, SK

April 7 – 9, 2022 ISU World Synchro Championships Hamilton, ON

We really need to focus our efforts on STARSkate in our province. Attending a seminar is a great way to do that! Only 1% of registered skaters become champions therefore focus should be at grassroots. However, sport funding is based on results at the National level and Section level.

Event Help – The section is looking to recruit vMix operators, camera operators and event technicians, training is provided. All interested should contact Danielle Shaw. Sask Winter Games is also looking for volunteers in Regina in February. Please check their website.

Awards Nominations - please be sure to keep recipients in mind for all of these categories throughout the year: Section Club Volunteer, Section Program Assistant Award, Section Officials Award, Section Volunteer Coach Award, Section STARSkate Athlete Award, Section CanSkate Athlete Award, Synchro Skating Recognition Award, Section Competitive Coach Award of Excellence, Saskatchewan Club & Recreational Coach Award of Excellence PLUS the following National awards: Competitive Coach / Choreographer Award of Excellence, Club Coach Award of Excellence, Elizabeth Swan Memorial Award, Officials Award of Excellence, Event Volunteer Award of Excellence. The section has eliminated Volunteer of the Month & Rising Star of the Month awards due to lack of interest.

We are all looking forward to a safe and productive year of skating in 2022!

Respectfully submitted,  
Nicole Sereda  
Region 9 Coordinator



## **2021- 2022 Nomination Report**

### **Board Executive**

**Robert Peace – President**

**Crystal Kowalchuk-Trapp – Vice-President**

**Michelle Wilfing - Secretary**

### **Board Members at Large**

**Carmen Allen - Member at Large**

**Cheryl de Villiers - Member at Large**

**Andrea Foster - Member at Large**

### **Coaching Representative**

**Blaise Kirchgesner**