

## WSWO Board of Directors Meeting Minutes

<b>Location</b>	Conference Call
<b>Date</b>	2 Oct 2018
<b>Meeting Called to Order at:</b>	8:07 PM
<b>Roll Call</b>	Mike Spence, Erika Langman , Wendy Durigon, Tom Wheeler , Jen Pate
<b>Guests</b>	none
<b>Absent</b>	Geordie Newlands, Steph Collins, , Todd Spalding
<b>Minutes Recorded By:</b>	Mike Spence
<b>Review Minutes from Last Meetings : 4 July 2018</b>	<p>- The minutes from the Board Meetings</p> <p><b>Motion to accept minutes from 4 July 2018 by Wendy, Second by Tom. Carried</b></p> <p>Open actions from the last meeting:</p> <p><u>Transition Plan:</u> There is no plan. The responsibility to develop the plan was with the members voting for the removal of Paul Roberts. Action to create a plan was taken by Erika.</p> <p>Evolving with</p>
<b>Governance:</b>	<p>Welcome Jake Thomas and Jen Pate</p> <p>President position remains open</p> <p>End of season waiver submittal , season summary and injury reports : discipline chairs</p>
<p><b>MCTS &amp; Hosting Grant submissions</b></p> <p><b>OASF funding</b></p> <p>➤ Update on Hosting Grant</p> <p>➤ Update on OASF</p> <p>Adaptive Grant</p> <p>Barefoot Worlds Grant</p>	<p>Hosting grants: the Hosting grant was submitted and approval looks positive.</p> <p>The OASF grant requires final reports. Review reports &amp; final approval.</p> <p><b>Final Report for Nationals on the Waterski &amp; Wakeboard is required to reconcile against the budget and commitments,</b></p> <p>➤ Possible surplus from Waterski</p> <p>Next steps to plan for 2019 application.</p> <p>➤ Original document submitted the end of July</p> <p>➤ Mid September notification that missing information needed to be addressed. High pressure for deadline. 65% government vs 35% WSWO contribution in kind.</p> <p>➤ Concern with mis-representation of the grant application process.</p> <p>Distribute</p>
<b>Financial</b>	<p>➤ Open items from Jaclyn</p>

Budgets and the required board approvals	Revised OASF budgets are required from Waterski (traditional) (phase 2). Wakeboard phase 2 is being finalized. The approval of these budgets will need to be done by e mail to meet the submission deadline. Waterski tournament revenues still require clarification, 2 <sup>nd</sup> request
	WSWC Concerns (Geordie)  1. Major delays in responding and getting requested info  2. Massive delays in booking keeping records  3. Issues with booking  4. Very late payments being made to vendors
New Membership Structure	Erika presented a structure that aligns with Ministry reporting. Benchmarked with cycling, Skiing, Snowboard, A concern from WSWC on the family membership is addressed with the new structure. Circulate the final structure for board approval by discipline.
<b>On line membership system</b>	Karelo is still the method used
<b>Other Business</b>	<ul style="list-style-type: none"> <li>➤ Instructors course success</li> <li>➤ Sale of the WSWO inflatable pick up boat for the original purchase price to Jeff Knight, CNE Aquarama Water Ski Show,</li> </ul>
<b>Adjournment</b>	<p><b><i>Motion: to adjourn meeting made</i></b>  <b><i>By: Wendy</i></b>  <b><i>Seconded by: Todd</i></b>  <b><i>Motion Carried</i></b>  <b><i>Meeting adjourned at: 9:10PM</i></b></p>

Here is the draft agenda for the Oct 2<sup>nd</sup>, Tuesday's meeting. The minutes from the last meeting will follow.

Please confirm your ability to attend & if there any items to add to the agenda.

The call in numbers are:

Or iPhone one-tap: +1(647)4944053,,6787587810# Toronto, ON

Or Telephone: +1 (647) 494 4053

Meeting ID: 678 758 7810

Based on input and open items, here is the agenda for this Wednesday's meeting:

Meeting minutes review: 4 July meeting

Agenda Items based on the open items from the last meeting and items that developed this month:

## Financial

Quarterly Financial statements (Tom)

Corporate returns status (Tom)

\$60,000 transfer payment

Grants Update (Wendy)

Open approval on Traditional Budget from July

End of season Budget reconciliation: Discipline chairs.

**From Jaclyn:** A friendly reminder that WSWO's year-end is October 31st - quickly approaching - so please ensure that you tidy up any financial loose ends with your accounts before then :) Items below remain open.

<u>Account</u>	<u>July 31, 2018 Balance</u>	<u>Comments</u>
General/Regular	\$119,667.58	No back-up required from discipline chairs
Wakeboard	\$10,441.12	<b>Erika/Todd</b> please provide back-up for: Chq #264 - \$600.00 to Espair Sans Limites Chq #266 - \$1,500.00 to Kelsey Chiappa
Barefoot	\$6,003.68	No back-up required from discipline chair
Traditional	\$28,104.07	<b>Steph</b> - please provide back-up for: Deposit: \$4,250.00 on July 5 Deposit: \$1,000.00 on July 18

<u>Account</u>	<u>Aug 31, 2018 Balance</u>	<u>Comments</u>
General/Regular	\$109,979.59	No back-up required from discipline chairs
Wakeboard	\$23,222.84	<b>Erika/Todd</b> please provide back-up for: *Deposit: \$25,000.00 (an email from WSWC detailing reason for transfer is for 2018 Nationals) *Chq #264(July) - \$600.00 to Unlimited Sales
Barefoot	\$5,973.38	No back-up required from discipline chair

Traditional	\$20,365.68	<b>Steph/Tom/Wendy</b> - please provide back-up for: *Deposit: \$2,390.00 on Aug 9th. (noted in email from Steph as "receipts from T's Pond Aug 18th" - please provide detail as this amount does not appear in spreadsheet sent to office) *Deposit: \$3740.00 on Aug 10. (Noted in email from Steph as being "\$220.00 short from \$3500.00 deposit - still does not total \$3740.00 and does not appear on spreadsheet sent to office) *Chq 240: \$72.00 to Sherron McClintock *Chq 235: \$6,187.13 to Promo Place *Chq 239: \$426.14 to Supreme Trophies *Chq 236: 4,965.49 to Promo Place
-------------	-------------	--

**WSWC:**

On Line AGM: voting and issues

Communication

Ø Update on Website for WSWO, Traditional

**From Jaclyn:**

**2. Wakes Magazine:** This is the magazine that we distribute at the Boat Show - it includes the TIBS back-cover ad in order to receive our free booth space at the show. There was discussion last year to change our paper copy to a digital magazine this year and I can confirm that Cynthia has agreed to this and will still honour our free booth space if we move to the digital magazine. That being said, if we move to a digital copy we will still need to have some brochures made or swag purchased to hand-out/display at our booth.

I would like to suggest a deadline of **October 31st** to have all articles in to me at the office, so that I can send-out to the designer in a timely manner. For our new Board members, this issue includes Board reports from the summer. We held a lot of great events, so there is a lot to report! I just want to encourage you all to start writing your summer recaps and again to submit to me by **October 31st** :)

*\*\*As a reminder - following last years boat show magazine the wake community was not impressed, as there was no article(s) for their discipline - please ensure articles are submitted!!\*\**

**3. AGM:**

I have reserved the same meeting room and timeframe at Enercare Centre as previous years for our AGM. This is the opening Saturday of the TIBS:

January 19th, 2019 at 6:00PM

Nationals Updates - Bare, Ski, Wake (Mike, Steph, Todd)

Worlds update – Show and Bare , Geordie and Mike

Other Business :