

Ontario Speed Skating Association
Annual General Meeting – Minutes
May 24 – 25 2008
Meeting Space, Peter Gzowski College
Trent University, Peterborough, Ontario

1. Welcome

at 9:58 a.m. on May 24, 2008, Graham Wilkins, President, welcomed delegates to the Ontario Speed Skating Association's (OSSA) 2008 Annual General Meeting and called the meeting to order. Mr. Wilkins introduced Yanna Moncion, Speed Skating Canada Sport Program Coordinator, who was attending a Meet Manager training session and would be available for questions during the lunch break.

2. Confirmation of Delegates

Todd Landon, Director of Sport Development, conducted a roll call of the clubs and voting delegates present. There were twenty-eight (28) club delegates and three (3) voting directors. Sixteen (16) votes were needed to have a majority on any vote. It was noted that the roll would have to be revised during the meeting as other delegates arrived.

3. Agenda

Moved by Doug Flynn, seconded by Mike Rivet, that the agenda previously distributed and printed on page 7 of the reports package for the 2008 OSSA Annual General Meeting be approved.

Motion Carried.

4. Minutes – 2007 OSSA Annual General Meeting

Moved by Luanne Lee-McNabb, seconded by Ian Overman, that the minutes of the 2007 OSSA Annual General Meeting on May 26 and 27 be accepted.

Motion Carried.

The number of present delegates was revised to include thirty-one (31) club delegates and three (3) voting directors. Eighteen (18) votes were needed to have a majority on any subsequent votes.

5. Vice President Finance and Administration Report

Stephen Arnold presented members with the Vice President Finance and Administration Report as published on pages 12-13 of the reports package for the 2008 OSSA Annual General Meeting.

A. **2007 – 2008 Audited Financial Statements**

Moved by Stephen Arnold, seconded by Robert Miller, that the 2007 – 2008 OSSA Audited Financial Statements for the year ended March 31, 2008 as prepared by Graham Mathew & Partners LLP, Chartered Accountants, be accepted.

Discussion:

- Doug Flynn asked why there was an expense showing for the Ontario Winter Games understanding that there should be no expense for the Games. Mr. Arnold noted that officiating revenue for the Games is noted elsewhere in the statements making the Games revenue neutral.
- Doug Flynn asked why the Officials Development Committee expenses do not show up in the audited statements. Mr. Arnold noted that the Officials Development Committee expenses were too small to be noted individually in the audit and was lumped as part of Technical Expenses.

- Don Clarke asked about the results of the OSSA raffle. Mr. Wilkins responded that a report on the raffle had been distributed noting that there were some successes and challenges to the raffle and comments to improve the process would be welcome.
- Roger Buxton asked about the source of the revenue noted on the Calgary Oval fees line of the audit. Mr. Arnold noted that the revenue was collected from the skaters enrolled in the Calgary Oval programs.
- Ian Overman asked about the \$10,000 write-down of accounts receivable. Members of the Board responded that it has discussed ways to address the issue.

Motion Carried.

B. Auditor for 2008 – 2009

Moved by Stephen Arnold, seconded by Don Clarke, that Graham Mathew & Partners LLP, Chartered Accountants, be appointed as the auditors for OSSA for the year 2008 – 2009.

Motion Carried.

C. Registration Fees for 2008 – 2009

Moved by Stephen Arnold, seconded by Paul Landry, that the proposed registration fees printed on page 14 of the reports package for the 2008 OSSA Annual General Meeting be approved.

Discussion:

- Doug Flynn asked about the distribution of SSC membership cards as he had inquired about membership cards at the SSC Officials Symposium and was told that the membership cards were sent to the branches. Mr. Landon noted that membership cards had not been received by the branch. Mr. Wilkins noted that the inquiry could be posed to Yanna Moncion during the lunch break.
- Given that the recreational category is new this season the difference between recreational and competitive skater categories was discussed.

Motion Carried. (1 opposed)

The number of present delegates was revised to include thirty-two (32) club delegates and three (3) voiting directors. Eighteen (18) votes were needed to have a majority on any subsequent votes.

D. Information Manual Amendments

Moved by Stephen Arnold, seconded by Ian Overman, that the proposed OSSA Information Manual included as an appendix to the reports package for the 2008 OSSA Annual General Meeting be approved.

Motion Carried.

6. Club Reports

Moved by Patti Pokol, seconded by Mike Rivet, that the club reports presented on pages 41 – 76 of the reports package of the 2008 OSSA Annual General Meeting be accepted.

Discussion:

- Ian Overman of the Sault Ste Marie Speed Skating Club requested that OSSA work with SSC to extend the long track season into February when the club has typically had the best ice conditions.
- Doug Flynn of the Kitchener-Waterloo Speed Skating Club noted that its board will remain the same in 2008 – 2009 with the addition of one Director. Doug also noted that the club grew by 20% in 2007-2008 and has acquired one additional hour of ice for the 2008 – 2009 season.
- Brian Marsh of the Durham Speed Skating Club asked OSSA how the board will address the concerns of the clubs presented in their reports.

- Cheryl Wilson of the Clarington Speed Skating Club asked if the board will address the needs of the clubs directly.
 - Patti Pokol of the Brampton Speed Skating Club offered to host a coaching clinic during the summer.
- Motion Carried.

7. Statistician's Report

Moved by Marg Oliveira, seconded by Lianne Franklin, to accept the Statistician's Report submitted by Klaas Hanje and presented on pages 39 0 40 of the reports package of the 2008 OSSA Annual General Meeting and approve the records achieved during the 2007 – 2008 season.

Discussion:

- Pass on thanks to Klaas Hanje for his work.

Motion Carried.

8. Vice President Technical Programs Report

David Stewart presented members with the Vice President Technical Programs Report as published on pages 15-19 of the reports package of the 2008 OSSA Annual General Meeting.

A. 2008 – 2009 Competition Calendar and Competition Format

Jacky Shoebridge presented the proposed 2008-2009 competition calendar.

Todd Landon presented the proposed 2008 – 2009 competition format.

Discussion:

- Discussion about the 2008 – 2009 Competition Calendar and Format was deferred until new business so that the delegates could review the proposals and so the meeting could take its scheduled lunch break.

The 2008 Annual General Meeting was adjourned at 12:49 p.m. on Saturday May 24, 2008.

The 2008 Annual General Meeting was reconvened at 9:09 a.m. on Sunday May 25, 2008.

The number of present delegates was revised to include thirty-five (35) club delegates and four (4) voting directors. Twenty (20) votes were needed to have a majority on any subsequent votes.

8. Vice President Technical Programs Report – Continued

Moved by Will Wallace, seconded by Doug Flynn, that the Vice President Technical Programs' report be accepted.

Motion Carried.

9. Vice President Club and Membership Development Report

Steven Beattie was not present and a Vice President Club and Membership Development's report was not presented in the reports package for the 2008 Annual General Meeting.

10. Vice President Marketing

Damian Brown presented members the Vice President Marketing's report verbally.

Moved by Jessica Zawada, seconded by Ian Overman, that the Vice President Marketing's verbal report be accepted.

Motion Carried.

11. President's Report

Graham Wilkins presented members with the President's report as published on pages 22-23 of the reports package for the 2008 OSSA Annual General Meeting and the OSSA Branch Report to Speed Skating Canada on pages 24-26 of the reports package for the 2008 OSSA Annual General Meeting.

Moved by Don Clarke, seconded by Will Wallace, that the President's report and OSSA Branch report be accepted.

Discussion:

- Doug Flynn raised a question concerning the possible conflict of interest between the role of OSSA President and Chair of the Ontario Speed Skating Oval. Mr. Wilkins drew the member's attention to the final page of the Spring 2008 Oval Updated titled 'OSSA and the Oval Project'. The report confirmed that at no time during the past two years had the Oval Project requested or received any financial support from OSSA. In addition a previous OSSA Board had determined that no OSSA staff time would be devoted to assisting the Oval Project. At no time during the past two years has the OSSA Board considered altering this situation. OSSA has permanent right to name an OSSA member to represent the Association on the Oval Board but at this time there has been no interest in having a volunteer exercise this option. Mr. Wilkins explained that when the final phase of the Oval Project is completed OSSA will have an opportunity to arrange a long term lease for office space in the finished facility. Mr. Wilkins confirmed that when this time arrived he would not be involved in this negotiation.

Motion Carried.

Graham Wilkins presented members with an update on the Ontario Speed Skating Oval (OSSO) as published on pages 27-30 of the reports package for the 2008 OSSA Annual General Meeting.

Discussion:

- Roger Buxton asked about the funds raised through OSSA from the Brick Program. Mr. Wilkins responded that there is separation between OSSA and OSSO funds.
- Luanne Lee-McNabb asked Mr. Wilkins if he was remunerated in any way from OSSO. Mr. Wilkins responded that he was not.
- Ian Overman asked about the timeline to open the Oval. Mr. Wilkins responded that the Oval should be ready with natural ice for the upcoming season, followed by artificial ice by 2009 – 2010.

12. New Business

A. Todd Landon presented members with the Director of Sport Development report as published on pages 31-34 of the reports package for the 2008 OSSA Annual General Meeting.

Moved by Doug Flynn, seconded by Will Wallace, that the Director of Sport Development's report be accepted.

Discussion:

- Doug Flynn requested that the report be amended to reflect that there were ten (10) participants, four (4) judges, four (4) timers and two (2) clerks of the course at the level 2 officials clinic in Clarington.
- Doug Flynn requested that the report indicate that there were four (4) participants from Ontario who attended Speed Skating Canada's 2008 Officials Symposium in Calgary on April 25-27, 2008.
- Andrew Dempsey asked Mr. Landon why the Director of Sport Development report appeared to be a list and does not show that anything was accomplished. Mr. Landon responded that he does not have a plan to work from and that he feels that until the Association has a long-term plan he is limited to carrying out the day-to-day activities of the Association.

Motion Carried with amendments.

- B. Cindy Van Lierop thanked the Association for the opportunity to attend Speed Skating Canada's 2008 Officials Symposium. Cindy noted that delegates from other provinces commented on how progressive Ontario was to send officials from various positions and not just starters and referees who usually get invited to these events.
- C. Roger Buxton asked that the Association standardize registration forms for all meets, standardize the meet Excel sheet and standardize the birthdates format, using written month rather than numerical month in the Excel sheet.
- D. Roger Buxton mentioned the True Sport certification program found at www.truesport.ca.
- E. Don Clarke asked that Roger Buxton give an update on the Canadian Sport Institute in Markham which Mr. Buxton provided.
- F. Competition plan proposal was discussed.
- G. Doug Gibbons asked about how OSSA would proceed on the rule changes to be presented at Speed Skating Canada's Annual General Meeting. Mr. Landon responded that OSSA would accept the rule changes as was indicated by the OSSA membership when the rule changes were presented during the 2007 OSSA AGM.

13. 2008 – 2009 Board of Directors Elections

Luanne Lee-McNabb, Chair of the Nominating Committee, explained the voting procedure that would be followed for the elections to determine the Vice President Technical Programs and the President positions. The election of each position would be conducted on a separate ballot and the results compiled by Mrs. Lee-McNabb along with Laura Woodall and Lori Lytle as scrutineers.

The number of club delegates eligible to vote in the Board of Directors election was thirty-six (36). Nineteen (19) votes were needed for a majority.

Discussion:

- Stephen Arnold asked that the association amend the by-law to clearly define the voting process.
- John Hreljac asked the final margin of the election not be announced.

Election of the Vice President Technical Programs

- Delegates were given time to review Tony Bean's statement contained in the reports package for the 2008 OSSA Annual General Meeting.
- David Stewart made a brief statement.
- David Stewart was elected as Vice President Technical Programs for 2008 – 2009.

Election of the President

- David Morrison made a brief statement.
- Graham Wilkins made a brief statement.
- Graham Wilkins was elected as the President for 2008 – 2009.

Moved by Don Clarke, seconded by John Hreljac, to destroy the ballots of the election.

Motion Carried.

Moved by John Hreljac, seconded by Dale Coolidge, that the notice of the results of the election be destroyed within one week of the election.

Motion Carried.

Moved by Jessica Zawada, seconded by Paul Landry, to accept Graham Wilkins – President, Stephen Arnold – Vice President Finance and Administration, David Stewart – Vice President Technical Programs, Damian Brown – Vice President Marketing, and Steven Beattie – Vice President Club and Membership Development as the Ontario Speed Skating Association's Board of Directors for the the 2008 – 2009 season.

Motion Carried.

14. Adjournment

Moved by Don Clarke, seconded by Will Wallace, to adjourn the meeting at 11:30 a.m. on Sunday May 25th, 2008.

Motion Carried.

Minutes prepared by:

Todd Landon

Director of Sport Development and Secretary

Ontario Speed Skating Association
Annual General Meeting – Attendees
Meeting Space, Peter Gzowski College
Trent University, Peterborough, Ontario

Saturday May 24, 2008

Voting Delegate = (V)

Ontario Speed Skating Association	Graham Wilkins, President	(V)
	Stephen Arnold, Vice President Finance and Administration	(V)
	David Stewart, Vice President Technical Programs	(V)
	Todd Landon, Director of Sport Development and Secretary	
Barrie Speed Skating Club	Absent	
Brampton Ontario Speed Skating	Patti Pokol	(V)
	Jessica Zawada	(V)
Cambridge Speed Skating Club	Cathy Pardy	(V)
	Marg Oliveira	(V)
	Robert Miller	(V)
Clarington Speed Skating Club	Cheryl Wilson	(V)
Durham Speed Skating Club	Brian Marsh	(V)
Dofasco Hamilton Speed Skating Club	Absent	
Gloucester Concordes Speed Skating Club	Ross Campbell	(V)
	David Morrison	(V)
	Robin Pye	(V)
Kingston Speed Skating Club	Sandra Randall	(V)
	David Randall	(V)
Kitchener-Waterloo Sertoma Speed Skating Club	Doug Flynn	(V)
	Don Clarke	(V)
	Doug Gibbons	(V)
	Lianne Franklin	(V)
Lakefield Speed Skating Club	Absent	
London Speed Skating Club	Lisa Pegg	(V)
	Lori McNicol	(V)
Markham Speed Skating Club	Roger Buxton	(V)
	Ron Wolfe	
Milton Speed Skating	Tony Geng	(V)
Newmarket Speed Skating Club	Don Ego	(V)
Niagara Speed Skating Club	Absent	
Oakville Speed Skating Club	Marie Claire Kos	(V)
	Andrew Dempsey	(V)
Ottawa Pacers Speed Skating Club	Paul Landry	(V)
	Rocky Lamontagne	(V)
	Mike Rivet	(V)
Peterborough Speed Skating Club	Luanne Lee-McNabb	(V)
Portland Outdoors Speed Skating Club	Absent	
Quinte Blades Speed Skating Club	Laura Woodall	(V)
	Paul Woodall	(V)
Sault Ste Marie Speed Skating Club	Ian Overman	(V)
St. Lawrence Rapids Speed Skating Club	John Sommerville	(V)
Sudbury Sprinters Speed Skating Club	Absent	
Thunder Blades Speed Skating Club	Absent	
Toronto Speed Skating Club	Will Wallace	(V)
	Desmonde Preudhomme	(V)
Windsor Speed Skating Club	Absent	

Sunday May 25, 2008

Voting Delegate = (V)

Ontario Speed Skating Association	Graham Wilkins, President	(V)
	Stephen Arnold, Vice President Finance and Administration	(V)
	David Stewart, Vice President Technical Programs	(V)
	Damian Brown, Vice President Marketing	(V)
	Todd Landon, Director of Sport Development and Secretary	
	Lori Lytle, Office Coordinator	
Barrie Speed Skating Club	Absent	
Brampton Ontario Speed Skating	Patti Pokol	(V)
	Jessica Zawada	(V)
Cambridge Speed Skating Club	Cathy Pardy	(V)
	Marg Oliveira	(V)
	Robert Miller	(V)
Clarington Speed Skating Club	Cheryl Wilson	(V)
	Dale Coolidge	(V)
Durham Speed Skating Club	Brian Marsh	(V)
Dofasco Hamilton Speed Skating Club	Absent	
Gloucester Concordes Speed Skating Club	Ross Campbell	(V)
	David Morrison	(V)
	Robin Pye	(V)
Kingston Speed Skating Club	Sandra Randall	(V)
	David Randall	(V)
Kitchener-Waterloo Sertoma Speed Skating Club	Doug Flynn	(V)
	Don Clarke	(V)
	Doug Gibbons	(V)
	Lianne Franklin	(V)
Lakefield Speed Skating Club	Heather Watson	(V)
London Speed Skating Club	Lisa Pegg	(V)
	Lori McNicol	(V)
	Cindy VanLierop	
Markham Speed Skating Club	Roger Buxton	(V)
Milton Speed Skating	Tony Geng	(V)
Newmarket Speed Skating Club	Absent	
Niagara Speed Skating Club	Absent	
Oakville Speed Skating Club	Marie Claire Kos	(V)
	Andrew Dempsey	(V)
	Colleen Stewart	(V)
Ottawa Pacers Speed Skating Club	Paul Landry	(V)
	Rocky Lamontagne	(V)
	Mike Rivet	(V)
Peterborough Speed Skating Club	Luanne Lee-McNabb	(V)
	Maurice Malan	(V)
Portland Outdoors Speed Skating Club	Absent	
Quinte Blades Speed Skating Club	Laura Woodall	(V)
	Paul Woodall	(V)
Sault Ste Marie Speed Skating Club	Ian Overman	(V)
St. Lawrence Rapids Speed Skating Club	John Sommerville	(V)
Sudbury Sprinters Speed Skating Club	Sharon Carter Hreljac	(V)
	John Hreljac	
Thunder Blades Speed Skating Club	Absent	
Toronto Speed Skating Club	Will Wallace	(V)
	Desmonde Preudhomme	(V)
Windsor Speed Skating Club	Absent	