



Board Meeting Agenda

DATE: Tuesday, Aug 3, 2021

TIME: 5:15pm-6pm

LOC: Via Zoom

Board Members	Attend	Regrets	Board Members	Attend	Regrets
Rob Dawson, President	X		Meaghan Lyon	X	
Stefanie Turnbull, Vice President	X		Dave Orr		X
, Treasurer – open Rob			Anita Small, ED	X	
Colin Winklmeier, Secretary	X				

Date: Aug 3, 2021	
1.	<p>Welcome, Call to order Rob</p> <p>Moved: Meghan Seconded: Stephanie Approved: All</p>
2.	<p>Conflict of interest declarations – none</p>
3.	<p>Agenda approval</p> <p>Moved: Meghan Seconded: Stephanie Approved: All</p>
4.	<p>Approval of previous minutes – June 3, 2021</p> <p>Moved: Meghan Seconded: Stephanie Approve:</p>
5.	<p>Financial Review - up to May 31, 2021 Anita</p>

Date: Aug 3, 2021

6.	<p>General Manager Update and under that item will be two sub items Anita</p> <p>-New News: Equipment Ordered from Ninja. No schedule date yet on when it will be received. 46 out of 63 competitive gymnasts have returned. Summer recreation class enrollment is excellent. 280 registrants compared to the 125 from any previous year.</p> <p>-Strategic Plan Update: Break out as specific item in next meeting Need to consider active recruitment of new board members.</p>
8.	<p>Next meeting dates</p> <p>October 5 @ 5:15pm December 7 @ 5:15pm</p>
9.	<p>Adjournment</p> <p>Moved: Meghan Seconded: Colin Approved: All</p>



Board Meeting Agenda

DATE: Tuesday, Oct 12, 2021

TIME: 5:15pm-6pm

LOC: Via Zoom

Board Members	Attend	Regrets	Board Members	Attend	Regrets
Rob Dawson, President	X		Meaghan Lyon		X
Stefanie Turnbull, Vice President	X		Dave Orr		X
, Treasurer – open Rob			Anita Small, ED	X	
Colin Winklmeier, Secretary	X				

Date: Oct 12, 2021	
1.	<p>Welcome, Call to order Rob</p> <p>Moved: Stef</p> <p>Seconded: Rob</p> <p>Approved: All</p>
2.	<p>Conflict of interest declarations – none</p>
3.	<p>Agenda approval</p> <p>Moved: Rob</p> <p>Seconded: Colin</p> <p>Approved: All</p>
4.	<p>Approval of previous minutes – August 3, 2021</p> <p>Moved: Stef</p> <p>Seconded: Colin</p> <p>Approve: All</p>
5.	<p>Financial Review - up to end of June, 2021 Anita</p> <p>Will do catch up at next meeting for monthly to date for July and Aug.</p>
6.	<p>General Manager Update Anita</p> <p>1. Registration numbers for Fall 2021 (798 kids), Camp estimated gross revenue, Competitive numbers and estimated gross revenue for summer were reviewed</p> <p>2. Ninja gym wall construction</p> <p>3 impact of proof of vaccination on the Club</p> <p>.</p>

Date: Oct 12, 2021

7.	Strategic Plan Update -Update the current strategic plan expiring in 2022. Two third party candidates being reviewed to submit proposals.	Anita
8.	Annual Board of Director Goals (2021/2022) Board Recruitment -Recruitment of Board Member who fills the Treasurer executive position. -Recruitment of two additional board members (one family and one community)	
9.	Next meeting dates December 7 @ 5:15pm	
10.	Adjournment Moved: Colin Seconded: Stef Approved: All	



Board Meeting Agenda

DATE: Tuesday, Dec 7, 2021

TIME: 5:15pm-6pm

LOC: Via Zoom

Board Members	Attend	Regrets	Board Members	Attend	Regrets
Rob Dawson, President	X		Meaghan Lyon		X
Stefanie Turnbull, Vice President	X		Dave Orr		X
Treasurer – open Rob			Anita Small, ED	X	
Colin Winklmeier, Secretary	X				

1.	Welcome, Call to order Moved: Colin Seconded: Steph Approved: All	Rob
2.	Conflict of interest declarations – none	
3.	Agenda approval Moved: Rob Seconded: Stef Approved: All	
4.	Approval of previous minutes – Oct 12, 2021 Moved: Stef Seconded: Rob Approve: All	
5.	Financial Review - up to end of July, Q1 report, and October, 2021 Anita	

6.	<p>General Manager Update Anita</p> <ol style="list-style-type: none"> 1. Winter 2022 Registration numbers 700 people right now. 2. Competitive Team registration numbers – about 74 right now 3. Ninja program update - offering 9 classes in Jan and 90% full 4. Wine Sales of almost \$20,000 results in \$5500 in fundraising dollars. Goal was \$5000. 5. Carpenter Union sponsorship approved. Awaiting the cheque and the amount. \$1256 received. 6. Advertising sponsorship campaign for Jan-Dec 2022. 7. Level 3 or 4 Competitive Coach recruitment
7.	<p>Strategic Plan Update Anita</p> <p>-Update the current strategic plan expiring in 2022. (Anita) - Discuss the 3 received proposals and vote. (Rob) Proceed with Sandra Hanmer - Capacity Canada</p> <p>Moved: Rob Seconded: Steph Approved: All</p> <p>Kick-off call booked for Dec 14 with consultant</p>
8.	<p>Annual Board of Director Goals (2021/2022)</p> <p>Board Recruitment - Vote for new Board Member – Shelly Vansevent (3-year term, parent volunteer) Conditional of police check to Anita.</p> <p>Moved: Rob Seconded: Steph Approved: All</p> <p>- Recruitment of Board Member who fills the Treasurer executive position. - Recruitment of two additional board members (one family and one community)</p>
9.	<p>Next meeting dates</p> <p>Feb 8 @ 5:15pm April 12 @5:15 Jun 21 @5:15 including AGM</p>
10.	<p>Adjournment</p> <p>Moved: Rob Seconded: Colin Approved: All</p>



Board Meeting Minutes

DATE: Tuesday, Dec 16, 2021

TIME:

LOC: Email

Board Members	Attend	Regrets	Board Members	Attend	Regrets
Rob Dawson, President	X		Meaghan Lyon		X
Stefanie Turnbull, Vice President	X		Dave Orr		X
Treasurer – open Rob			Anita Small, ED		X
Colin Winklmeier, Secretary		X			

1.	<p>Welcome, Call to order</p> <p>None</p>	Rob
2.	<p>Board Member Vote</p> <p>The purpose of these minutes is to capture the interview and email board approval to add Seanna Pickard to the board. Stefanie and Rob were present for the interview, and Seanna agreed to a 3-year term.</p> <p>Per email from Rob Dawson on Dec 16, 2021</p> <p>“The motion to add you as a member of our board has passed condition receiving your police record check. Once Anita receives that from you, you will be added to our confidential email distribution list and Colin will add you to our board meeting requests asap so you have them in your calendar. Our next board meeting in February 8, 2022 at 5:15pm.</p>	



Board Meeting Agenda

DATE: Tuesday, Feb 8, 2022

TIME: 5:15pm-6pm

LOC: Via Zoom

Board Members	Attend	Regrets	Board Members	Attend	Regrets
Rob Dawson, President	X		Meaghan Lyon		
Stefanie Turnbull, Vice President	X		Dave Orr	X	
Treasurer – open			Anita Small, ED	X	
Colin Winklmeier, Secretary	X		Seanna Pickard	X	
			Shelley Vansevant	X	

1.	Welcome, Call to order Moved: Stefanie Seconded: Colin Approved: All	Rob
2.	Conflict of interest declarations – none	
3.	Agenda approval Moved: Dave Seconded: Colin Approved: All	
4.	Approval of previous minutes – Dec 7, 2021 Moved: Stefanie Seconded: Dave Approve: All	
5.	Financial Review - up to end of December 2021 Anita	

6.	<p>General Manager Update Anita</p> <ol style="list-style-type: none"> 1. Winter 2022 recreation numbers are over 800 participants 2. Competition schedules have been adjusted with the season running longer – 62 girls will be competing. 3. Ninja program is 94%(98/104) full with 67% male participants. 4. Revenue Loss due to January lockdown - loss of January Revenue is approximately \$55,000 - \$38,000 Rec and \$17,000 Competitive. The government will be giving us \$10,000 in grant money for the lockdown period.
7.	<p>Strategic Plan Update Anita</p> <ul style="list-style-type: none"> -Update the current strategic plan expiring in 2022. (Anita) - Kick-off call held Dec 14 with Capacity Canada, Sandra Hanmer - Some meetings already held
8.	<p>Annual Board of Director Goals (2021/2022)</p> <p>Board Recruitment</p> <ul style="list-style-type: none"> - Welcome to Shelley and Seanna to the board. Access to be given to Sharepoint site. - Recruitment of Board Member who fills the Treasurer executive position. - Recruitment of two additional board members (one family and one community) - Goal to have one more come on this fiscal year.
9.	<p>Next meeting dates</p> <p>April 12 @5:15</p> <p>Jun 21 @5:15 including AGM</p>
10.	<p>Adjournment</p> <p>Moved: Stefanie</p> <p>Seconded: Colin</p> <p>Approved: All</p>



Board Meeting Minutes

DATE: Friday Feb 25, 2022

TIME:

LOC: Email

Board Members	Attend	Regrets	Board Members	Attend	Regrets
Rob Dawson, President	X		Meaghan Lyon		
Stefanie Turnbull, Vice President	X		Dave Orr		
Treasurer – open Rob			Anita Small, ED		
Colin Winklmeier, Secretary	X		Seanna Pickard		
			Shelley Vansevant		

1.	<p>Welcome, Call to order</p> <p>None</p>	Rob
2.	<p>Board Member Vote</p> <p>The purpose of these minutes is to capture the interview and email board approval to add Amanda Turner to the board. Stefanie, Rob and Colin were present for the interview, and Amanda agreed to a 3-year term pending board approval and police check.</p> <p>Per email vote the board approved Amanda Turner to a 3-year term to Board of Directors effectively immediately and she will begin a formal three year term starting July 1, 2022.</p>	



Board Meeting Agenda

DATE: Tuesday, April 12, 2022

TIME: 5:15pm-6pm

LOC: Via Zoom

Board Members	Attend	Regrets	Board Members	Attend	Regrets
Rob Dawson, President	X		Shelley Vansevenant	X	
Stefanie Turnbull, Vice President	X		Dave Orr		X
Treasurer – open			Anita Small, ED	X	
Colin Winklmeier, Secretary	X		Seanna Pickard	X	
Amanda Turner	X				

1.	<p>Welcome, Call to order</p> <p>Moved: Stefanie</p> <p>Seconded: Seanna</p> <p>Approved: All</p>	Rob
2.	<p>Conflict of interest declarations – none</p>	
3.	<p>Agenda approval</p> <p>Moved: Stefanie</p> <p>Seconded: Seanna</p> <p>Approved: All</p>	
4.	<p>Approval of previous minutes – Feb 8, 2021</p> <p>Moved: Stefanie</p> <p>Seconded: Seanna</p> <p>Approve: All</p>	
5.	<p>Financial Review - up to end of Mar 2022</p>	Anita

6.	<p>General Manager Update Anita</p> <ol style="list-style-type: none"> 1. Winter 2022 recreation numbers reached a high of 918 participants on March 27, 2022. 2. March Break Camp registration was full. Revenue of \$8000 over a budget of \$4000. 3. Competitive team has attended 3 competitions. Results for top 3 with pictures has been sent to the Observer and Sarnia this Week. 4. Ninja program is 100%(108/108) full with 65% male participants. 5. We have not received the \$10,000 in government grant money for the lockdown period as yet. 6. Applied for the Ontario Trillium Foundation Resilience Grant that closed on April 9, 2022. Requested \$12,000-14,000 to pay for the Strategic Plan. 7. Completed a Customer Satisfaction Survey at the end of March. 178 responses – 70% from parents with children under the age of 6. 86% of customers said our staff was friendly and welcoming. 91% of children said they had fun! 96% of children said they learned something new!
7.	<p>Strategic Plan Update Anita</p> <ul style="list-style-type: none"> - 2 sessions held with Capacity Canada, Sandra Hanmer on Mar 3 and Mar 31, 2022 - Third session scheduled for April 22nd for those unable to attend Session 2. - Rob and Anita will work on draft plan with Sandra for presentation and approval at board meeting.
8.	<p>Annual Board of Director Goals (2021/2022)</p> <p>Board Recruitment</p> <ul style="list-style-type: none"> - Welcome to Amanda to the board. Access provided to Sharepoint site. - Meghan Lyon has resigned from the Board - Recruitment of Board Member who fills the Treasurer executive position. - Recruitment of two additional board members (one family and one community) - Goal to have one more come on this fiscal year.
9.	<p>Next meeting dates</p> <p>Jun 7 @5:15 including AGM @ 4:30.</p>
10.	<p>Adjournment</p> <p>Moved: Colin</p> <p>Seconded: Stefanie</p> <p>Approved: All</p>



Board Meeting Agenda

DATE: Tuesday, June 7, 2022

TIME: 5:15pm-6pm

LOC: Via TEAMS

Board Members	Attend	Regrets	Board Members	Attend	Regrets
Rob Dawson, President	X		Shelley Vansevenant	X	
Stefanie Turnbull, Vice President	X		Dave Orr	X	
Treasurer – Amanda Turner	X		Anita Small, ED	X	
Colin Winklmeier, Secretary	X		Seanna Pickard	X	
			Sandra Hamner (Guest)	X	

1.	<p>Welcome, Call to order Rob Moved: Stephanie Seconded: Dave Approved: All</p>
2.	<p>Conflict of interest declarations – none</p>
3.	<p>Agenda approval Moved: Stephanie Seconded: Dave Approved: All</p>
4.	<p>Approval of previous minutes – April 12, 2022 Moved: Colin Seconded: Stephanie Approve: All</p>
5.	<p>Financial Review - up to end of April 2022 Anita</p> <p>Approval of the draft 2022-2023 budget Moved: Seanna Seconded: Amanda Approve: All</p>

6.	<p>General Manager Update Anita</p> <ol style="list-style-type: none"> 1. Spring 2022 recreation numbers of 780 participants. 2. We received \$10,000 in government grant for the January 2022 lockdown. 3. Applied for the Ontario Trillium Foundation Resilience Grant that closed on April 9, 2022. Requested \$12,000-14,000 to pay for the Strategic Plan. No word yet.
7.	<p>Strategic Plan Approval Rob</p> <p>Sandra Hamner to present Strategic Plan draft for approval.</p> <p>Motion: That the 2022-2025 Strategic Priorities be approved as amended.</p> <p>Moved: Seanna</p> <p>Seconded: Stephanie</p> <p>Approved: All</p>
8.	<p>Annual Board of Director Goals (2021/2022) Rob</p>
9.	<p>Next meeting dates</p> <p>The second Tuesday of every second month Starting in Sept @5:15. Next meeting Sept 13, 2022.</p> <p>Following Meetings:</p> <p>Nov 8, 2022</p> <p>Jan 10, 2023</p> <p>Mar 14, 2023</p> <p>May 9, 2023</p>
10.	<p>Adjournment</p> <p>Moved: Seanna</p> <p>Seconded: Dave</p> <p>Approved: All</p>