




2021

Skate Ontario Annual General Meeting September 12, 2020 Draft Meeting Minutes



SKATE ONTARIO 2020 ANNUAL GENERAL MEETING – MINUTES

- September 12, 2020
- Meeting held virtually via Zoom

Agenda Item 1 – Call to Order

- The meeting was called to order at 9:34am ET by Karen Butcher – President, Skate Ontario
 - The President welcomed members to the meeting and confirmed that the official notice of the Annual General Meeting was distributed electronically and posted to the Skate Ontario website on August 14, 2020 in accordance with Skate Ontario by-law 3.4

Agenda Item 2 – Verification of Delegates and Proxies

- The President confirmed club and skating school delegates/proxies are confirmed by signing on to the Simply Voting platform

Agenda Item 3 – Confirmation of Quorum

- The President confirmed the number of clubs and skating schools represented exceeds the 10% required for quorum and that we therefore have a legally constituted meeting.

Agenda Item 4 – Approval of Minutes of 2019 Skate Ontario AGM

- The President confirmed that the draft Minutes of the 2019 AGM had been posted for member review with the Notice of Meeting
- The floor was opened for questions

Motion: “That the membership approve the Skate Ontario Annual General Meeting Minutes dated June 15, 2019 as distributed”

Moved: Muriel Blaker (Huntsville Skating Club)

Seconded: Cheryl Young (Burlington Skating Club)

CARRIED

Agenda Item 5 – Presentation of Reports

5.1 President and Executive Director’s Report

- Karen Butcher and Lisa Alexander (Executive Director) reviewed highlights of the 2019-2020 Skate Ontario Annual Report as distributed
 - Reviewed highlights of club/skating school programs. Of particular note were the continued growth and development of the CanSkate Excellence program, the STAR 6-Gold roadshow to support the new program kick off, and a 64% increase in sanctioned Performance and Development Opportunities in clubs/schools. Unfortunately, COVID-19 led to the cancellation of the new Bring ON the Fun! events that were scheduled. Almost 1000 club representatives participated in six “Return to Operations” webinars in the late spring/early summer.
 - Reviewed highlights of provincial skater development programs including new Tier 2 Development Team, two summer travel teams and multiple seminars targeting Learn to Pair, Learn to Couples Dance, adult workshops and “Skate Better” workshops
 - Reviewed highlights of high performance development programs including new Tier 1 Development Team, pair and dance team training day (coupled with officials’ development), OHPSI and NextGen team successes, Nationals team support and skater monitoring and direct support

- Reviewed results of coach and officials' development programs including certification courses, seminars, mentoring programs and educational webinars. Acknowledged officials' promotions.
- Reviewed events highlights including introduction of new pre-registration process, increased capacity at competitions and continued work on targeting opportunities for skaters at all development levels at the right time of year.
- Acknowledged the achievements of all athletes who qualified for the Provincial Championships but did not get to compete due to COVID-19
- Reviewed Skate Canada partnered events that took place in Ontario this year – 2019 Skate Canada Autumn Classic International and 2020 Canadian Tire National Championships
- Acknowledged Ontario athletes' achievements including winning medals in all 12 events at Nationals, obtaining 95 international assignments and 23 international medals
- Reviewed highlights of communication efforts including growth in all social media platforms, and the increase in livestreaming including our new partnership with CBC
- Thanked Skate Ontario's partners and acknowledged some new initiatives like the National Bank parent seminar
- Highlighted some special achievements that were not acknowledged in the usual way due to COVID-19 cancellations:
 - 2020 Skate Ontario Section Award Winners
 - Ontario's team at the 2020 Special Olympics Canada Winter Games
 - Ontario's World Championship team members who missed the opportunity to be the "home team" at the 2020 World Championships in Montreal
- The floor was opened for questions

5.2 Skate Ontario 2020-2023 Strategic Plan

- Karen introduced the membership to the new Skate Ontario Strategic Plan
 - Originally intended to be launched at the 2020 Strength in Unity conference in June, but with its cancellation we are taking the opportunity to provide an introductory overview
 - Highlighted that with all the changes to the environment, it's more important than ever to have this important guiding document
 - Reviewed the extensive development process including stakeholder participation and feedback in both seminars and surveys
- Lisa reviewed highlights of the plan
 - Introduced Vision and Mission
 - Introduced Values and the overarching statement about the commitments of the organization
 - Introduced the framework of the plan including the Strategic Imperatives and subsequent Priority Areas and Focus Areas
- The floor was opened for questions

5.3 Fiscal 2019/2020 Audited Financial Statements Review

- Karen noted that the audited financial statement had been posted on August 28th and that a webinar had been provided for an in-depth review and opportunity to ask questions
- Karen introduced Derek Ventnor (Director, Finance and Business Operations) to present the audited financials to June 30, 2020 as distributed
 - Highlighted the fact that the audit is an unqualified and clean report
 - Reminded that the audit is for a 15-month period due to the change in the organization's fiscal year end to June 30.
 - Reviewed the Balance Sheet and provided insight on notable items including:
 - Almost \$2M in investments have performed well in the current volatile market due to our very conservative portfolio
 - Capital assets of the organization are primarily scoring equipment
 - Noted the very large Accounts Payable. This is a result of two identified material liabilities. One has subsequently been resolved at a reduced amount and the second will be later this year.
 - Overall, the organization's position as of June 30 is healthy with the resources to manage through the current uncertain times.
 - Reviewed the Income Statement and provided insight on notable items including:
 - Noted flat grants income
 - Noted the OHPSI (Ontario High Performance Support Initiative) funding is specifically directed and that as the majority of the program support is received as value in kind services that its value is not fully reflected in our books
 - Vast majority of events for the year were complete with the exception of the Provincial Championships and Adult Championships

- 15 month period impacted the investment income due to the length of time and the last three months seeing a market rebound. Expect to see ebbs and flows in the coming months.
- Overall the net loss, while a material number, was to be expected due to the 15 month reporting period and was better than budgeted.
- Noted that the organization has taken advantage of both the federal Canada Emergency Wage Subsidy (CEWS) and the Canada Emergency Business Account (CEBA) programs
- The floor was opened for questions:
 - Is the deficit due to the change in reporting or the timing of the 15 month period?
 - *Some of the deficit is due to the pending potential liabilities and the contingency funds set aside. Some is due to the 15 month reporting period as the three month “stump” period is a quarter that always sees the organization report a deficit due to the timing of operational activities vs. revenues (e.g. there is no transfer of any membership fees from Skate Canada in this period).*

Agenda Item 6 – By-Law Amendments

- Karen reviewed the process used to develop the proposed amendments and highlighted the objectives of these changes
- Reviewed that a summary of the proposed changes and a clean copy of the Board-approved by-laws were posted for Member review on August 14. Reviewed that a webinar was provided on September 9 for those wishing to have a more detailed and interactive review of the proposed changes.
- Highlighted the four categories of changes:
 1. Housekeeping – updates to names, language and numbering
 2. Clarity of Skate Ontario’s role as a Recognized Provincial Sport Organization and our relationship with Skate Ontario Members. These changes are in alignment with Skate Canada By-Law changes approved at their AGM.
 3. Removal of items that belong in policy (i.e. Safe Sport)
 4. Updated standards for modern governance practices
- The floor was opened for questions

Motion: “That the membership approve the proposed amendments to the Skate Ontario By-Laws as distributed”

Moved: Lisa Elliott (Gloucester Skating Club)

Seconded: Sophie Clark (Skate Canada Brampton-Chinguacousy)

CARRIED

Agenda Item 7 – Board Elections

- Karen turned the meeting over to Nominations Committee Chair Janet Balkwill
- Janet referenced the 2020 Nominations Committee Report posted with the Notice of Meeting
- Reviewed the committee’s mandate to ensure a full complement of qualified individuals for election to the Board of Directors is in alignment with Skate Ontario’s approach to governance as an engaged policy board

Motion: “That the five (5) individuals nominated as Directors be elected by acclamation as follows: Directors for a 2-year term: Brent Brandham, Maggie Head, Kajan Nandakumar and Mary-Rose Weir. Director for a 1-year term: Rachel Islam”

Moved: Jill Brush (Kitchener-Waterloo Skating Club)

Seconded: Glenda Cartwright (Fort Henry Heights Skating Club)

CARRIED

- Janet introduced the 2020/2021 Skate Ontario Board of Directors
 - President: Karen Butcher
 - Directors:

Sharon Bollenbach	Rachel Islam
Brent Brandham	Sheilagh McCaskill
Lenny Faustino	Kajan Nandakumar
Maggie Head	Mary-Rose Weir

Agenda Item 7 – Termination

- Karen Butcher thanked all delegates for their time in attending today’s meeting

Motion: “That the 2020 Annual General Meeting be terminated”

Moved: Julia Mullins (Thunder Bay Skating Academy) at 10:36am ET