



**Skate
Ontario**

2024

Annual General Meeting - 2023 Draft Meeting Minutes

September 23, 2023
Meeting held virtually via Zoom

Agenda Item 1 – Call to Order

- The meeting was called to order at 9:33am ET by Maggie Head – Vice Chair, Skate Ontario
 - Maggie called the meeting to order and confirmed that the official notice of the Annual General Meeting was distributed electronically and posted to the Skate Ontario website on August 25, 2023 in accordance with Skate Ontario by-law 3.4.

Agenda Item 2– Verification of Delegates and Proxies

- The Chair confirmed club and skating school delegates/proxies are verified as each delegate/proxy holder signs on to the Simply Voting platform.

Agenda Item 3 – Confirmation of Quorum

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

Agenda Item 4 – Approval of Minutes of 2022 Skate Ontario AGM

- The Chair confirmed that the draft Minutes of the 2022 AGM had been posted for member review with the Notice of Meeting.
- The floor was opened for submission of any errors or omissions. None were presented.

Motion: That the membership approve the Skate Ontario Annual General Meeting Minutes dated September 24, 2022 as distributed.

Moved: Glenda Cartwright (Fort Henry Heights Skating Club)

Seconded: Muriel Blaker (Huntsville Figure Skating Club)

CARRIED

Agenda Item 5 – Presentation of Reports

5.1 Chair and Executive Director's Report

- Maggie noted that all clubs and skating schools have had access to the 2022/2023 Annual Report as posted on the Skate Ontario website.
- Maggie and Lisa Alexander (Executive Director) reviewed highlights of the Annual Report as distributed.
 - Maggie noted that while the 2022/2023 season saw us able to operate without COVID restrictions for the first time in three years, it was far from a 'normal' year. She thanked all stakeholders for their dedication and contributions.
 - Lisa presented highlights from the annual report.
 - Club/skating school programs:
 - Noted that we had over 330 registered clubs and skating schools managing all-time record participant registration with growth coming from pent up demand for learn to skate programming.



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- Reviewed program additions associated with the new Organizational Excellence Program designed to support club/skating school business operations including education opportunities, consultations, Presidents Club meetings and the new Members Portal.
- Reviewed support for on-ice programs including the CanSkate Excellence program (175 clubs – growth of 90 over the previous year), on site program support visits and virtual townhalls.
- Skater development programs outside of daily training environments:
 - Highlighted the new Provincial Development team program at Nottawasaga for skaters selected at the 2023 Provincial Championships.
 - Reviewed Adult Symposium and 2023 Canada Winter Games team and results.
- High performance skater programs and results
 - Highlighted the high performance camp held at Nottawasaga and the program support provided by the Ontario High Performance Sport Initiative (OHPSI).
 - Noted Ontario skater participation and achievements in the Skate Canada NextGen program and the National Team.
 - Acknowledged Ontario results at Skate Canada Challenge, Canadian Tire National Skating Championships and the Novice Canadian Championships/Skate Canada Cup.
 - Acknowledged Ontario results at international events. Highlighted medallists at Senior and Junior ISU World Championships including Piper Gilles and Paul Poirier, NEXXICE Junior, and Nadiia Bashynska and Peter Beaumont.
- Coach development
 - Noted we have over 2000 registered coaches in Ontario.
 - Delivered 45 NCCP courses, delivered Long Term Development training to almost 200 coaches and delivered pre-season webinars to almost 1500 coaches and club/school board members.
- Officials development
 - Noted we have over 450 active officials in Ontario.
 - Delivered over 30 training sessions to over 115 officials.
 - Over 30,000 assessments were completed.
 - Acknowledged our volunteer officials Working Groups and their leads.
- Events
 - 41 events were delivered across five event Series with over 16,000 entries.
 - Reminded that this was the first full season of event delivery since 2018/2019 and that planning was complex as timelines were disrupted by COVID restrictions and the challenge of accurately predicting how many skaters would return and to which categories. A very special thank you goes to all the Local Organizing Committees and officials who supported the event calendar.
 - Highlighted the over 900 athletes who competed in over 50 categories in Stratford at the Provincial Championships.



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- Social media and brand engagement
 - Reviewed increases in social media and delivery of #3Turn3 online show with over 50,000 views.
 - Shared livestreaming results with over 200,000 unique views across eight events.
- Recognition
 - Highlighted and congratulated all Skate Ontario award winners.
- 2023-2027 Skate Ontario Strategic Plan
 - Noted that a key project for the year was the development of the new Strategic Plan that will guide the organisation for the next four years.
 - Thanked Mary-Rose Weir for her leadership and the robust process that she led to ensure stakeholder engagement in its development. Thank you to all who participated.
 - Highlighted the Vision, Mission and Values.
 - Highlighted the interconnection of the three new strategic imperatives: Club and Skating School Excellence, Skating Excellence, and Organizational Excellence.
- The floor was opened for questions. There were none.

5.2 Fiscal 2022/2023 Audited Financial Statements Review

- Maggie introduced Derek Ventnor (Chief Operating Officer) to present the audited financial statements for the year ended June 30, 2023 as distributed.
- Derek noted that the audited financial statements were posted on the Skate Ontario website on September 8th. A webinar was also delivered on September 20th and subsequently posted on the Skate Ontario website for those who wanted a more in-depth review and the opportunity to ask questions.
 - Highlighted the fact that the audit is an unqualified (clean) report and that the auditor confirmed all organization controls and processes are well managed.
- Reviewed the Balance Sheet and highlighted:
 - The total value of the organization is approximately \$4.8 million and we are in a healthy position.
 - Our investment portfolio is conservative in nature and has weathered turbulent times in the market well.
 - Noted we don't hold much in capital assets and that this line reflects the book value of event equipment and office assets.
 - CEBA loan is the final COVID support item in the statements and will be cleared in the coming year.
 - Deferred revenue reflects registration fees collected for activities delivered after July 1, 2023 (e.g. events and courses.)
 - Accounts payable reflects our potential HST liability to the CRA. We anticipate this will be fully resolved in the next nine months and the auditor confirmed their opinion that this is not a great risk to the organization.



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- Reviewed the Statement of Operations and highlighted:
 - Revenue increased commensurate with a full return to activity with expansion of sport programs and the event calendar.
 - Net income was driven by unbudgeted significant growth in participant registration (primarily CanSkate) and investments. This surplus has been invested into the reserves.
- Reviewed highlights of the Notes and shared that most of them are boilerplate items.
- Confirmed that overall, the organization is in a healthy position going forward. The floor was opened for questions:
 - The floor was opened for questions:
 - What is the impact of the increase in registration fees? Will it be added to the surplus?
 - Derek confirmed we do not expect to add to the surplus for the 2023-2024 fiscal year and that the registration fee increase will be invested in a flat budget. The fee increase will support sport programs and offset large increases in direct costs associated with event delivery.
 - Derek turned the meeting back to Maggie.

Motion: That accounting firm of Hilborn LLP be confirmed as the auditors for Skate Ontario for the fiscal year ending June 30, 2024.

Moved: Stephanie Slinger (Char-Lan Skating Club)

Seconded: Mary Pat McBride (Streetsville Meadowvale Skating Club)

CARRIED

Agenda Item 6 – Board Elections

- Maggie turned the meeting over to Nominating Committee Chair Mary-Rose Weir.
- Mary-Rose referenced the 2023 Board Nominations Package posted with the Notice of Meeting.
- Mary-Rose thanked all of the candidates for their interest and 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: Sharon Bollenbach, Andrea Derby, Lenny Faustino, Rachel Islam, Alison Sims"

Moved: Anne Rocchi (Ancaster Skating Club)

Seconded: Elizabeth Gough (St. Thomas Skating Club)

CARRIED



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- Mary-Rose introduced the 2023/2024 Skate Ontario Board of Directors
 - Andrea Derby
 - Sharon Bollenbach
 - Brent Brandham
 - Lenny Faustino
 - Maggie Head
 - Rachel Islam
 - Margie Lambert
 - Matt MacMurdo
 - Alison Sims
- Mary-Rose turned the meeting back over to Maggie.

Agenda Item 7 – Termination

- Maggie thanked everyone in attendance for their engagement and commitment and confirmed that we hope to see everyone in a rink soon.

Motion: That the 2023 Skate Ontario Annual General Meeting be terminated.

Moved: Natasha Mitchell (Gloucester Skating Club) at 10:21am ET