

Monthly Board Meeting
September 9, 2025
6:30PM-8:00PM
Meeting Minutes

Welcome & Attendance

Present: Chelsea, Cassondra, Nicole, Sarah, Mike, Natalie, Katelyn, Amanda, Mike, Dana, Kate

Guests: Kyle Carr (Parent)

Staff: Jessica

Approval of Agenda

- Approved by all

Approval of Last Meeting's Minutes

- Approved

Staff Reports

- **General Manager:** No report
- **Head Coach:**
https://docs.google.com/document/d/1WpNX8n15cF7x2uU2DoMpXMoD_LfwWH_EZ/edit?usp=sharing&oid=102007328788566543605&rtpof=true&sd=true

Committee Reports

Policy & Procedures

- No report

Fundraising & Sponsorship

- *Gym-A-Thon:* Moved to December to allow more registration
- *Manual Registration:* For September and October
- *Grocery Bagging:* Dates in October/November for competitive athletes
- *Meat Fundraiser:* October 29 – November 19; delivery November 26
- *October Halloween Haunt:* Planned

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- *Gift Wrapping (Nov/Dec)*: Add coffee, cookies, baked goods → need to confirm food safe licence requirement
- *BINGO*: End of September → follow-up with Tree of Peace. Chelsea to get TV Bingo info and update.
- *Bowling Partnership*: Reached out to Mike to share fundraising profits

Strategic Planning

- On pause due to current club needs

Finance

- Bank accounts currently in the green, will decrease over the session
- BDIC balance: \$6,000+
- **Motion**: Approve payment of BDIC Loan \$6,698.49 → *Moved by Mike Carlson, Seconded by Sarah Kalnay-Watson, All in favour → Passed*
- Recommendation: Invest through GIC; Mike to meet with RBC advisor
- Finance committee to be reactivated

Other Business

A. Pay Scale Discussion

- Ongoing review of pay scale adjustments
- History: annual increases; 2023 scale is being used
- Jan 2025: 2% inflation adjustment
- 2024/25 scale not approved
- Salaried staff raises tied to performance, based on pay grid steps
- **Request**: Approve pay scale increases based on inflation moving forward

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B. Purchase of Foam

- **Motion:** Purchase 1,000 pcs of foam → *Moved by Jessica, Seconded by Sarah Kalnay-Watson, Approved by all*

Adjournment

- **7:52PM, Next Meeting is October 14, 2025**

In-Camera Session

Action Items

- ☐ Research non-profit AI note-taking options
- ☐ Add task items at the end of each agenda
- ☒ ~~Nicole for afterschool program~~
- ☒ ~~Amanda to confirm grocery bagging dates~~
- ☒ ~~Jessica to speak with Kali V. about grocery bagging~~
- ☐ Confirm if food safe licence required for bake sale
- ☒ ~~Jessica to pay BDIG loan~~
- ☐ Mike to meet RBC advisor
- ☒ ~~Jessica to send draft budget to the board~~
- ☒ ~~Jessica to provide Mike with committee member names~~
- ☐ Finance committee to create Terms of Reference
- ☐ Kate to share Terms of Reference template
- ☐ Review Executive Limitation Policy
- ☐ Field Law application → Nicole to send to fundraising committee

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