Gymnastics Energy 2019 Annual General Meeting

June 17, 2019

Best Western Hotel and Conference Centre

2 North Service Rd, St. Catharines, ON

1. Call to Order

Mike Cocco (Outgoing President) called the meeting to order at 6 p.m.

Addressed alarm protocol for the Best Western.

Please mute all phones.

# 2. Approval of Minutes

**Moved by:** Jon Hughes **Seconded by**: Tara Becevel

**Opposed by:** Jesse Rocca

Mr. Rocca requested a thorough line by line reading of last year’s minutes before proceeding with the meeting.

Minutes were read through.

Reading completed

The minutes were subsequently approved for the 2018 Gymnastics Energy Annual General Meeting.

**APPROVED**

3. Board Elections

Move to hold off on Elections until review of the previous year financials was completed.

Those in favour of this: only a few

Those opposed: most of the members (show of hands).

Elections will proceed.

Vice-President
Nominated: Jesse Rocca

Nominated: John Hughes

J. Rocca addressed the audience. Wants to ensure gym is compliant with GO By-Laws and policies, Not-for-profit Act, Fire Code, Disabilities Act, Electrical Safety Code etc. He is an engineer and has experience with these codes. Experience leading/managing a team of engineers. Has had training in this area. Will put employees first and focus on morale. Wants Senior Staff and Board to achieve cohesive work together, partnering with Executive Director. Will offer commitment to the members with prudent judgement, transparent communications, resolving all matters fairly with a focus on athletes/coaches/staff.

J. Hughes addressed the audience. He is currently a Parent Liaison on the Board this past year. Has 3 children who attend the gym. Joined the Board last July and has had a good opportunity to develop an understanding of the Board and how things work. He offers a long-time commitment due to age of his children and planning to stay a long time. His wife has been involved in gymnastics since she was a child. Plans to be a champion for all athletes. Offers clear understanding of the commitment involved as fulfilled his Board obligations and Volunteer Commitments. Additionally, was present at the gym to help a great deal over the year. Moving forward with new website and new emails. Has heard that many parents that are new to the Competitive Program did not understand their contract packages and would like to hold information session for families that would like to know more about the program before they begin the season. Reminded parents that Board Meetings are open. Also, much Coach development is coming up this year as well. Would like to stay on Board to help things keep moving forward.

Electronic voting was completed by members.

**Jon Hughes was voted in as new Vice-President**.

Jesse Rocca was asked if he would like to run for the next position up for election, that being the Co-Treasurer position. He agreed he would run.

Membership asked that Financial Report be heard before the election for the Co-Treasurer position took place.

Cari Hutley was asked to present the financial update.

## 4. Financial Update

Cari Hutley (Co-Treasurer) thanked office staff for all their hard work at making things run more smoothly (Jana, Tracy & Holly). Explained we are currently working on further developing our processes and setting budgets.

Cari then explained the following to the membership:

*“Typically at this point of the meeting the treasurers present the income statement and audited financials for the current year. Unfortunately, we will not be able to present the most accurate fiscal report for our 2018/2019 year.*

*At the commencement of our term as treasurers we were advised by the previous treasurers that the Gyms fiscal year was changed and would run from July 1, 2018 to June 30, 2019 (to match the same schedule as Gymnastics Ontario) - however, it was discovered by our accountant after an audit that the proper procedures and paperwork had not previously been filed and that Revenue Canada will not accept the change in our year end. Revenue Canada did advise what steps need to be taken in order to apply for a change in year end and those items are on next years agenda to complete and hopefully with proper application we will get there by 2020.”*

Cari then presented some unaudited financial information to the membership taken from our comparative income statements and Fund reports from our accounting system for several of our fundraisers that occurred during the July 1, 2018 to May 31, 2019 period.

(Unaudited income statement and fund reports referred to are attached to these minutes.)

Cari outlined many of our major expenses for the membership using the numbers from the income statements. Parent inquired why the revenue for this year is so much lower than last year and it was explained through reiterating where all the major expenses came from; those being the pit repair, equipment, increases in salaries due to new staff and increases in minimum wage and therefore other wages.

A parent inquired if there will be any penalties issued by CRA due to the improper changing of the year end. They were informed that we are not sure about that because they have the ability to issue fines, but we will not know that until we are caught up with the proper filing for the years that are outstanding and then request our new year end change.

A parent asked if we could look into becoming a “living wage” company and if there would be much of an increase for our staff who work over 30 hours/week to get us to that point.

They were informed that there would not be many staff who would need increases to make it to that level, but we then would also have to increase other staff as well, but we could discuss it at the next regular board meeting.

Member, Cindy Pfeffer, informed us that she has been working on this in her own workplace and would forward the link and information for us to review.

5. Board Elections Continue

## Co-treasurer (one-year)

Jesse Rocca decided to withdraw from the election for Co-Treasurer. This left Erin Wiltshire as the only nominated candidate.

**Erin Wiltshire will be Co-Treasurer.**

Communications Officer/Secretary
Diane Wright nominated for Secretary – no other candidates available.

**Diane Wright will be Secretary.**

Erin Wiltshire and Diane Wright were asked to address the membership and tell everyone a bit about themselves.

Erin Wiltshire addressed the membership. She currently works in the financial industry at one of the biggest financial institutions in the country. She works with clients who need to find solutions to debt problems, so is very good with finding ways to bring down expenses. She has also had experience in Marketing prior to her work in the financial industry.

Diane Wright addressed the membership. She works in the private sector with her own business, Chimp Agency, which is a Marketing company. She is interested in solutions and transparent communications between all areas of the gymnastics club. She would like to do a parent survey over the summer. She is happy about the new website happening and would like to see a communications board possibly.

## Parent Liaison- non-WAGTwo nominations were received: Tara Becevel and Melissa Shaw.

Melissa Shaw addressed the membership. Advised that she is at better one on one interactions with parents than public speaking. She has two children in the competitive program. One boy in MAG and one girl in WAG, so has an idea of both sides. Would like to be part of the board and contribute in some way.

Tara Becevel addressed the membership. She is a MAG parent and has been on the Board this past year. Would like to see boys move up to higher levels. Important to give support and time to the boys and their coaches. She would like to stay on board another year and follow through with the Board on some changes to improve things.

Electronic voting was completed by the membership.

**Tara Becevel will be non-WAG Parent Liaison**

## Parent Liaison- WAGThree nominations were received: Pamela Rocca, Kylie Keeping and Melissa Shaw. Kylie Keeping decided to withdraw before addressing the membership.

Pamela Rocca addressed the membership. She has two daughters in competitive WAG program. She was a gymnast herself in the past. She works at Niagara College taking care of placements for students. She would like to ensure new coaches are being hired and have new level of communication for parents and gym. Would like to see more updates on the website and perhaps a monthly newsletter.

Melissa Shaw addressed the membership. Explained that her daughter in the WAG program was injured this year and missed part of the year. Indicated that the support and love she received during this time was wonderful. She is committed to communication with the parents and does this on a regular basis in her career as she runs her own daycare. She was also on the Fundraising Committee this past year.

Electronic voting was completed by the membership.

**Melissa Shaw will be WAG Parent Liaison**

6. Executive Director

Holly Hopkins, Executive Director addressed the membership. Full address is attached to the minutes.

7. Motion to Change the By-Laws

Motion made by Elllen Gretsinger to change the By-Laws back to having our year end date be August 31, 2019, as this is the year-end that is currently attached to our company. Seconded by Mike Cocco.

Year-end date will now be August 31 moving forward. (Until we received approval from CRA to adjust it. By-laws ).

8. Open Questions

Parent asked if the Secretary position could be split between two people and possibly share a vote on the Board. Since it is not possible to share votes, creating another Board position would need to be considered by the Board, require a change to the By-Laws and would need to be opened to the Membership for nominations. This may be discussed at a later date.

Parent asked if we have applied to any Grants this year. Answered by previous Board member in the audience that we had looked into some Trillium funding for $150,000, but they have changed the structure of their applications and we weren’t able to apply as a result. Will continue to pursue for next season.

9. Meeting Adjournment
Motion to adjourn: Diane Wright

Seconded by: Craig Foulser

The meeting was adjourned at 8:00 p.m.