

GYMNASTICS ENERGY BOARD OF DIRECTORS  
MEETING SEPTEMBER 23, 2020

MINUTES

Attendance: Justine, Dianne, Dave, Holly, Erin, Stacey, Tara, Allison

Committee Selection:

The Board reviewed the applicants for committee roles.

SPONSORSHIP COORDINATOR: (Board Rep. - Tara) Courtney Hughes

VOLUNTEER COORDINATOR: (Board Rep - Stacey) Clare Shove & Megan Koabel

There were 15 people signed up for two fundraising roles but no one signed up for Tag Day. To be fair the applicants were selected by random draw.

FUNDRAISING - (Board rep - Stacey)

FUNDRAISING 1 - FOOD - Katalin Koos

FUNDRAISING 2 - WINE - Janelle Diemert

FUNDRAISING 3 - TAG DAY - no one signed up to coordinate this so we are looking at offering the Hedden family the opportunity to coordinate tag day if member Melissa Shaw will act as an advisor to support the Hedden's as Melissa has experience. If not Holly will email the volunteers for Wine and Food that weren't chosen to see if one of them would step up. The committee will also look at other fundraising ideas and will ask the board to share their ideas too.

MAINTENANCE TEAM: Dave Chuchman (board rep)

All members that have selected Maintenance will join the maintenance team. The meet set up and take down volunteer shifts will be appointed to the maintenance team to ensure there are enough hours to go around.

There will be a shared task list with an ongoing list of maintenance needs and Holly will keep the list up to date. Dave will review it regularly to ensure all are contributing and to encourage those that are not contributing.

BINGO COORDINATOR: (Board rep. Justine) Tean King was appointed for a second year as she did an excellent job in the previous year.

The Bingo Volunteers were capped at 12.

COMMUNICATIONS/SOCIAL MEDIA: (Board Rep. Dianne) Kelly Padden, Janelle Diemert will be asked as well as some others that are active on our social channels.

Dianne to send out thank you to participants from last year and invite them to rejoin this year.

Dianne brought to the Board's attention there is an instagram set up using GE brand for specific training groups. This was meant for coaches to quickly share pics and videos of their athletes to parents and the group is intended to be private. The concern is that this extra use of our branding will dilute and confuse GE's followers. Discussion was also had about the distraction of using their phones to get that perfect instagram shot.

Action Items: Dianne to contact Alexa to suggest some changes to the set up to remove the brand but still keep in GE.

MEET COORDINATOR: (Board Rep - Stacey with an assist from Allison) Stacey will confirm with Ellen if she is still interested as she did a fantastic job last year. Others will be brought in as with COVID it will be a different experience. Alexa attended a webinar from GO to get the details and the opportunity to bid for a meet will be sent out shortly.

The Board updated each other on various action items:

#### CEWS

- application is 50% done and for June should be a 75% reimbursement for qualified employees and July-September for all employees. (less deductions)→ August should be opening shortly Allison & Erin
- Jerrett (accountant assistant)- will apply for it using our data as he is experienced and also has access to our online CRA My business Account
- Tracey is helping (raw data covered)
- \$40,000 - 60,000 may be recovered
- May be extended until June or July 2021

#### CERCA

- Dave and Holly met via zoom with Sushrat, he will apply for September if we qualify, Holly emailed to confirm and ask if there is any other information required from us but confirmed we did qualify for September so he should be applying.
- Sushrat is very open to working with us for rent relief for the rest of the fiscal year. We are to present a proposal for him and his company to approve.
- Reached out to the City to see about applying for Property Tax rebate - she will contact Empact and get back to me this week if we qualify
- Holly has contacted city to inquire about property tax exemptions
- Rent proposal to be determined to inquire about cost savings through rent
- Need cash flow numbers
- Look into snow removal contracts and email suggestions to Holly

Red Cross Grant Application - PPE and COVID-19 reimbursement

The Red Cross requested more information and detail (project ends Nov 30,2020)

Erin has added in wall, face shields, etc.- hopefully \$36,000

Would like a fogger from this grant to save on cleaning costs.

Jumpstart, can we apply (due Oct. 2). Possibly overlaps in part the Red Cross Grant, Application due shortly - information already complete as the information is similar to Red Cross

- Dianne advised to look at September/October 2019 minutes for info on this grant in the past.
- There is a concern as we are not a national sports organization but we can reach out to the City and GymCan to see if we can partner

Trillium grant opportunity due December 2nd - Ellen/ Stacey/ Grant Committee

- Erin suggested bringing in Cindy Pfeffer as she has expressed her interest in helping, has the skills and ran for the board indicating she is willing to take an active role
- Meeting Thursday night
- Online seminars and personal coach available to assist
- Dianne to review if needed
- Will compile a Grant folder to share information

Funding options were reviewed as potential considerations in the future including BDC and the Canada Futures Fund. BDC will not loan to a Not for Profit and CFF is a contender but would require a stronger financial outlook from the organization.

A Motion was made by Allison to open an account that is interest bearing but accessible to transfer money in monthly to pay back the CEBA loan within the time frame. Erin seconded the motion and all voted in favour.

A discussion was had about a project Dianne pitched to the MPPs for the two school boards that would bring in additional revenue and also support mental health and fitness for home based students. She is taking point on this but will reach out by email if she needs additional support and information.

ED Report:

Waste Bins

- Bins at back had not been emptied in months and they are being used by other people
  - Added a lock to the bins - keys are located in my office and the custodian closet
  - They are repairing the lids
  - Received a credit of for work not completed

Operations Concerns

- Coaches are having difficulty keeping up with cleaning, moving equipment and answering recreational questions
  - Parent Volunteers have been set up to help out every week day evening 5-9 pm and Saturdays 8-12 pm and Sundays 9 -1 pm (Sign up Genius, Holly to send to the board)
- Suggest we need to hire another coach who can coach competitive, help Tuesdays daytime, Friday evenings, and cover for anyone who is sick. This will be reviewed in the future when we have a clearer picture of ongoing revenue.

Allison made a motion to raise GO fees in January to \$40 to reflect that GO has increased their portion of the fees, seconded by Justine and all in favour. Motion carried.

- Mention during November registration that fees are about to go up

#### Recreational Updates

- Currently have approximately 250 recreational athletes registered vs. 600 last year but are only doing half the session
- Need someone on Saturday mornings to help with supervising and administrative duties
- A floor supervisor is needed to help manage things each evening. Brooke cannot supervise while she is coaching.
- Nov-Dec registration will be available for registration first week of October (note about raising GO fee)
- Floaters have been doing a fantastic job, honorable mention to Jordan Orzel, Mary Cowan and Cadence Savoie. New coach Breice has been a great addition to the team

#### Member Complaint Discussion

Discussion in regards to a complaint against Member A in which it was indicated that a text sent by Member A to Member C was viewed as offensive and in Member B's opinion against the parent code of conduct.

- After much discussion it was agreed that the comment could be construed as offensive and the text should not have been sent, of equal concern the text should not have been shown to Member B by Member C. Sharing the text could be construed as a breach of the parent code of conduct in regards to instigating issues. The incident is being noted in the open minutes to document for future issues. Member A has advised she will not file a complaint against Member B or C in order to progress forward. Member complaint protocol should be reviewed. Member C has been advised that sharing this text was inappropriate.

Meeting Adjourned to Closed Meeting