

MINUTES  
BOARD OF DIRECTOR'S MEETING  
May 12, 2021

**Attendance: Erin, Justine, Tara, Dianne, Nicole, Stacey, Dave, Tracy, Allison (late)**

Let the record show that the March minutes were approved by email motion on April 15th, 2021.

**PRESENTATION OF AUDITED FINANCIALS**

Nicole Henderson presented the 2019 Audited Financials.

- The financials are based on Sept. 1 2019 - June 30, 2020
- There is a note that we have stated the we were concerned about the viability of staying open during COVID (note 8)
- Nicole reviewed the financials
- Note the deferred registration revenue - \$300,000+ and due to cancelled registrations
- Edit required: Need to change the 75% subsidized employee wage needs to read "up to 75%" Nicole will correct and resubmit.

*Jusine made a motion to approve the 2019 audited financials with the change noted to Note 9 corrected. The motion was seconded by Dave. All in favour.*

**Nicole left the meeting.**

**OLD BUSINESS:**

**Niagara Trampoline Club ("NTC")**

Let the record show that the Board met via zoom May 10th to discuss the issue of NTC using images of current and past Energy athletes (minors) on their website, as well as photos from inside of our facility and coaches wearing Energy labelled clothing.

The board agreed to approach the business and ask them to remove the images of minors and to acknowledge the Energy images with an appropriate heading. A decision was also made to reach out to members to identify the issue was brought to our attention and we have requested the images be removed, and that we did not release these images or offer our permission for their use to this business.

- The email will be sent to athletes present in the photos, and parents of these athletes
- Dianne has been flagging the photos and the participants in question
- Amy will be contacted to confirm the girls in question and Tara will check for the boys

**Contract Forgiveness Initiative**

Erin drafted the three main options and provided to Justine to oversee that this gets launched to members. Justine reached out to Dave, Tara, and Stacey to gather the list of those people that

were not done with their commitments so she can share the list with the coordinators of this initiative.

- Update: Justine still compiling the list
- Dave to send maintenance crew volunteers list
- No dollar amount set, just % based on their competitive fees
- Members have signed their contract that states the value they need to pay. We are asking for 50% of that value
- Tracey or Dianne R. are prepared to process these fees
- Stacey has prepared a doc about unfulfilled commitments

### **Customer/Leadership training**

A quote was received for this initiative and is attached to the minutes. As Brooke has resigned from her position as rec program manager and we do not have an ED the leadership team is light and the time may not be right for this training. This will be revisited when staffing is in place.

Dianne has identified a few free opportunities. The first, Emotional Leadership training, was offered to the team and Amy and Alexa will be taking that “lunch and learn” opportunity May 26th at noon.

- Chamber is offering continued education courses that we can look into and will continue to monitor.

### **AGM Report/Nomination**

The nomination email launched and response so far has been limited. The ½ way mark is the end of this week so a reminder should be sent.

Dianne K is still waiting on material for the Annual Report. This document takes a long time to put together so BOD members are asked to please send in their submissions ASAP.

- Need a reminder push
- May 30th is deadline for submissions
- BCC emails can be pasted into activity messenger in the system
- Erin shared the nomination process for the Board

### **REPORTS FROM BUSINESS LINES AND COMMITTEES:**

- Need to finish the annual report
- Dianne K. needs pictures to add to this report
- Need to compile a list of grants
- Also need a list of grants still in process
- Note how we adapted to COVID changes
- Note our responsibility of containing any possible COVID outbreak in the gym

- Note how everyone had to change the way we trained and met through Zoom
- Adapting policies and contracts
- Bylaws need to be updated. One about transparency.
- Vote on the section of the bylaw that we changed
- Possibly move up the Grant page to highlight it more
- Easy to read Financials
- One FAQ to add - how much money did we make from the gym vs. grants received
- Registration highlights about during the pandemic vs. pre COVID registrations
- Program stats

### **Recreation Program Update**

The Board has received a proposal from Brooke outlining the areas she would like to focus on for Energy. Allison and Erin had an informal meeting with a potential candidate that was promising. She was interested in Energy but very tied to her home city and club. We will meet again in a week to see if there are any creative ways we can benefit from her experience through potential job share, mentoring, contract work etc. This individual would work very well with Brooke and there is a potential opportunity for perhaps some creativity in the role.

- Summer programs are set
- Rec programs are in place for September

### **MAG Program Updates**

- Kevin is trying to do some recruitment
- Kevin has someone's name, though this person needs additional levels. Can be written in the contract about reimbursement for these courses.
- Tara to send an update on the MAG promotion team

### **WAG Program Updates**

Alexa has decided that based on the fatigue of the athletes and the difficulty in forming proper training groups this is not the year for an annual contract. Summer training will be redefined with larger groups based on age and pre COVID levels with a focus on team building, stamina and getting back into the gym.

Alexa has decided after hearing a lot of feedback from her coaches that the team needs a zoom break. Next week will be a focus on fun and the team will be participating in a BINGO activity and competing for prizes valued at less than \$250.00. (3x gym suits, 5 \$10 gift cards and some leftover Energy swag) The MAG team is welcome to join in and Erin will discuss with Tara in a separate meeting.

- WAG gymnasts are wavering due to COVID restrictions
- Trying to make it fun is of utmost importance
- Alexa has decided to not implement the annual contract
- Summer training to move forward. She is presently planning this.
- Fun and excitement as a focal point. Get back in the gym and remember why gymnastics is awesome

## **Grants**

Stacey has taken point on the Canada Summer Jobs grant and her name has been submitted to the program coordinator.

Our application for the Community Fund has been submitted with an ask of \$100,000.

- Need to watch dates. If extended past June 1st, they will need our financials from 2019/2020
- Need to access office help to focus on the dates
- Trillium grant will also be available soon
- Canada post grant - will find out in August

## **Fundraising**

We are thrilled to report that our wine fundraiser raised \$4000 for Energy. Much thanks to all the last minute wine purchasers.

- Wine fundraiser was successful
- \$4000+ raised for wine fundraising

Next up is the bottle drive...

- Need a Sign Up Genius to have volunteers in the gym to receive drop offs.

## **Maintenance**

The maintenance jobs that are outstanding that can be divided to existing members are:

-instal the keyboard for reception - **done**

-paint the wall by the women's comp bathroom

-put up trophy shelves and clean the trophies (they need to be hosed down)

## **Treasurer Report**

- Submitted CERS
- Waged subsidy is being submitted
- Tracy working on March end
- Rent subsidy, CEWS, etc. ongoing

## **NEW BUSINESS:**

(Submitted within 5 business days before the meeting date and approved by the Chair)

- Need to think about year end/change of board members and all items needed for tranistion
- Need to set a tone for new board members to ensure that the Board gets back on track to governance and outlines any operations that are needed with specifics

## **REVIEW OF ACTION ITEMS**

- Working hard to improve the culture of the gym, especially with respect to the BOD and the change over the past two years is starting to show
- Confidentiality agreement is more of a Code of Conduct for BOD and this document needs to be looked at before the new board members join in.

Adjourn to Closed