

MCHS Green & Gold Society

Board Meeting Minutes

Monday 4 October 2021: 6:30 pm

GMeet link - <http://meet.google.com/upw-nbbv-bme>

In attendance: Shannon Brushey (president), Nicole Patras (treasurer), Rochelle Colgan (publicity/special events), Darren Badry (webmaster), Nancy Sinclair (secretary), Leanne Couves (registrar), Cathy Saker (casino), Kali Sherritt (bingo/volunteer), Melanie Lee (bingo chairperson), Charlene Anderson, Fiona Majeau, James Coghill (school liaison)

Regrets: Natasha Frieser

1. **Call to order** - 6:34 p.m. 04 October 2021
2. **Approval of Minutes**
 - a. 25 August 2021 Regular meeting: moved by Rochelle Colgan, seconded by Charlene Anderson
 - b. 16 September 2021 AGM: moved by Charlene Anderson, seconded by Rochelle Colgan - **these minutes will be sent for e-signature to Charlene, Leanne, Nicole, and Shannon and then forwarded to the Servus bank to change signing authority**
3. **Correspondence - Shannon**
 - Shannon received a letter from PSD regarding insurance; since it was received after the deadline, **Shannon will be reaching out to the contact for more information and availability**
4. **School Liaison/Athletics Report - James C**
 - Flag football and full contact football are both up and running and the teams are doing well; good turnout to watch the games
 - The junior volleyball team won at the recent tournament
 - Most of the city tournaments have been canceled so Stony and Spruce are hosting most
 - Waiting on pool times from TLC for the swim team - none have been released yet and there is no word on any swim meets planned at this time
 - ASAA is holding their no fans indoors policy until the end of October (earliest)
 - Memorial is working with PSD communications director on a youtube channel feed as opposed to live-feed links for upcoming games - would make the process smoother for the school and easier to find for the viewer
 - Junior Volleyball tournament scheduled for October 15/16 and Senior Volleyball tournament scheduled for October 22/23 - both at Memorial

- The school is working through the calendar syncing issues - if you notice something doesn't look accurate, let Mr. Coghill know

5. Treasurer Report - Nicole

- Financials were emailed - if there are questions please send them to the treasurer
- **The new list of Executive Members will be sent to AGLC**
- The annual returns (past two years) have been submitted
- Scholarships from last year have been paid out
- No cheques are needing signatures at this time

6. Bingo/Volunteer Report - Kali and Shannon

- a. Bingo Switch w/SG Lions - the Lions club has agreed to switch December/November dates with us so we will be doing an extra bingo in November and no Bingo in December
- b. Proof of Vaccination - as of November 1, volunteers will be required to show proof of vaccination (at least first dose) or a negative COVID test to work; **Darren will send out a mass email through RAMP with this information**; the hall will permit an additional volunteer to be added to handle COVID screening/cleaning/etc - this will be decided on after the next Bingo to see whether there is a need
- c. SG Bingo AGM - Oct 20 - **Kali will send an update on the invitation and whether the meeting will be in-person or remote**

7. Sports Registrar Report - Shannon for Leanne (via email)

- 57 of 59 volleyball athletes have paid, plus 3 athletes for "pay to play team" registered via RAMP.
- About 50% pay in full, 50% intend to volunteer
- Having the \$100 Athletic Fee automatically added to athlete accounts has been a huge time saver and less confusing for all. Having installment payments works well.
- Additional 16 athletes for Pay to Play teams (cross-country, flag football) registered and paid in the office
- Request from Athletic Director to reduce fees for Jr. Girls Volleyball Team to AF+1 point. I have not processed these refunds yet, as it would be easier from a RAMP perspective to do any refunds all at once. **QUESTION – Should any of the other teams have reduced fees?** For example, a few parents have asked if this is considered a "normal" season. For example, Sr. teams have 2 home tournaments and no transportation vs. in other years, they have 4-6 tournaments, including away tournaments with accommodations, and transportation for away games. **Mr. Coghill will ask Mr. Drolet for an answer**
- Use of promo codes for points – suggest we do not use promo codes to record points and reduce fees as a standard practice. There is a minor technical issue when promo codes are used which is causing the issue
- Outstanding balances - At the end of last year, we added outstanding balances to athlete accounts if they owed points and had not signed up for bingos in Sept, Oct of this year. There are 10 athletes who have balances on their accounts from

2020-21 (\$920), 8 athletes from 2019-2020 (\$2,850). I need to spend more time (with President) to investigate status and cross-reference with bingo sign-up. Still to do...

- **Mr. Coghill will report back on how payment is to be handled going forward.**

There is some question about whether the school should be paying fees upfront, or whether they should be coming directly from G+G - this is a third-party and insurance issue that is being looked at over the next few weeks

8. Webmaster Report - Darren

- No update

9. Casino/Gaming/Grant Report - Cathy

- CIP grant application was received - no reply expected until November
- The next casino is not expected until 2023 (typically every 2-years however this is delayed due to the COVID shutdowns - our last casino was February 2020)

10. Publicity/Special Events Report - Rochelle

- The apparel store is almost ready - hopefully will open this week - this will be for grad wear as well as spirit wear
- Rochelle is looking into adding a poster for past students who have gone on to play post high school - **send Rochelle any names of athletes you know who are playing in post-secondary or professional teams, etc.**

11. Concession Report - Shannon

- Discussion about the possibility of running concessions during the October volleyball tournaments; thoughts included
 - COVID restrictions
 - No spectators reduce the number of people purchasing
 - Skip the Dishes provides students easy access to food
 - Cost vs Volunteer requirements vs profit
 - Could we reduce what is offered for sale
 - Perhaps we reduce the time the concession is open
 - Although we received our renewal certificate permitting us to run a concession, we would have to find out what restrictions we would need to follow with regards to COVID
- **DECISION: no concessions for the October tournaments - we will revisit for Basketball and Badminton season at the November meeting**

12. Old Business - Shannon

- No old business

13. New Business - Shannon

- a. Policy for Point Transfers within Households, Sponsoring - points are usable only for student-athletes living in the same household as the volunteer (they cannot be transferred to relatives, friends, etc.) - Extra points will go into the Torch Fund as a bursary for students who are unable to pay or provide volunteer hours **Torch application and the process will be discussed at the November meeting**
- b. 2020-21 attendance - One executive member from the 2020-21 board missed six meetings (3 is the maximum permitted); Executive members are reminded that the maximum meetings missed is three; **MOTION: Kelly King, having missed 6**

meetings during the 2020-21 school year, will receive 5 rather than 7 points as credit for his service. Motioned by Fiona, Seconded by Shannon, carried all in favour

- c. Determine fees and points for Basketball, other upcoming sports - no update from the school so we will revisit this at the November meeting
- d. Insurance - as above in correspondence, Shannon will look into options and report back at the November meeting; Executive members are to read through the by-laws and flag any items of concern for the November meeting
- e. Upcoming concession - see decision and discussion under #11 above
- f. Update ramp emails for incoming executive positions - please work with the new person in your position (if applicable) to ensure the RAMP emails are forwarded to the correct email address
- g. Reintroduction of Athlete of the month? - pre-COVID, the athletic director chose one male and one female athlete each month to recognize with a picture on the wall and a \$20 gift card purchased by the G+G - Mr. Coghill will liaise with Mr. Drolet on plans for this, Charlene will try to find out whether there were any gift cards left from last year - this will be revisited at the November meeting

14. Adjournment 8:04 pm - Next meeting is November 1, 2021 at 6:30 pm

Post-meeting: Darren requested new team pictures from Mr. Coghill for the website; Leanne confirmed that the new forms grant permission to use photos, Mr. Coghill will follow up with Mr. Drolet for the pictures