

MCHS GREEN & GOLD SOCIETY, Board Meeting Minutes

01 February 2021, 6:30pm

Virtual Google Meet

Attendees: Cathy, Charlene, Fiona, James C, Leanne, Nicole, Rochelle & Shannon

Absentees: Kelly

1. **Call to order** –6:31 pm
2. **Approval of Minutes** - *Charlene motioned to approve 4 January 2021 minutes with 2 emailed amendments; Nicole seconds*
3. **Correspondence** -
 - a. Email from a parent to James C re current fees; requested a detailed breakdown of expenses for the swimming athletes (President had had a similar email from a volleyball parent). James C had replied with costs including ASAA fees, Evergreen charge, transportation etc. The parent expressed displeasure with the swimmers having to pay a contribution to transportation as they had not used the buses this past season. There was discussion on the board around the need for better communication and expense transparency to parents; parent questioning of expenses & frustration is understandable. *Leanne and Nicole to create a 5 year % breakdown of expenses to publicise on G&G website.* This will improve awareness of the additional fixed costs that are shared between all athletes, regardless of the individual fees for each sport eg bus depreciation, annual scholarships, awards etc and allow for consistency with communication.
4. **School Liaison / Athletics**
 - a. No update currently; still no games allowed Provincially, only practice. Many people have covid concerns and the decision around what will be allowed locally is currently with Mark Francis, Deputy Superintendent of Parkland School Division
 - b. Wish list of items from Athletic Director totalling \$9,420.00
 - i. Memorial logo rolling scoreboard: \$6,000.00
 - ii. Volleyball training target challenge hoops: \$500.00 x 2
 - iii. Soccer balls: \$35.00 x 12
 - iv. Soccer uniforms - men & women: \$1500.00
 - v. Soccer shorts: \$500.00
5. **Treasurer Report** -
 - a. Nicole had sent out financials via email, she asked if there were any questions.
 - i. RAMP payments were queried by Shannon. From bank statements, RAMP is charging quarterly. Last charge was for Oct-Dec 2020 totalling \$130 (\$2 per athlete x 62 athletes). There is also a credit card fee to process transactions and an account service fee to Paystone (3rd party) of \$15/month. Are these all the RAMP fees and what is their frequency?
Nicole to check with RAMP and confirm our annual fee schedule with them
 - b. Two school invoices were paid
 - i. June 8 2020 - \$7,737.64 - 2019-20 school year basketball fees - this is an invoice from last school year that was not paid
 - ii. January 4 2021 - \$7,423.13 - warmups, broadcasting equipment & lane rentals
 - c. The second invoice included a "Floor cover protector for \$212." James noted that this should not have been charged to The Green & Gold Society, *James C to arrange for reimbursement of \$212 from the school to G&G*
6. **Bingo /Volunteer Report** - *noone has stepped into this position, update given by Shannon*
 - a. Feb 13 date still currently scheduled - awaiting for further Provincial guidelines to know if this will go ahead.
 - b. Now have the full schedule for next year's bingo dates, June 21 till May 22. No bingos for G&G society in July or August, but still have 12 opportunities as a couple of months have 2 bingos scheduled.
 - c. Further discussion via email around whether we can hire out for the Cage Positions. *Rochelle's email will be forwarded to everyone for review; topic to be tabled until the next meeting.*

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7. Sports Registrar Report -

- a. Swimming Refunds - Leanne asked if we should proceed with swimming refunds? The Board had held off on doing swimming refunds at the year end as not all the swimming lane rental costs had been received. Those have all now been received/paid therefore **Leanne and Charlene to proceed with swimming refunds.**
- b. ½ of the swimming athletes still have not paid their fees, **James C to mail affected swimming athletes/parents to ask for payment of adjusted fees - \$35 athlete fee + \$50 sports fee.** Athletes will not get warmups if they have not paid fees.
- c. It was discovered that there were some incorrect amounts owing on several athlete accounts on RAMP. After investigation, it was identified that when the Badminton fees were refunded last year due to the cancelled season, they had been processed incorrectly. Cancelling/refunding on RAMP is a 2 step process; the first step of refunding payments was done correctly (the money was refunded to the parents) however the packages were not removed. Leanne has investigated & corrected all the affected Badminton athletes from last year and there were no other sports cancelled/refunded.

Sports Registrar to

-Document the correct RAMP refunding process to eliminate future errors

-Implement a year end check on athlete accounts to ensure that the balances are zero

8. Concession Report - None

9. Webmaster Report

- a. Green and Gold Minutes for the year are now available on our website
- b. Board Email addresses will be on the Green & Gold website shortly**

10. Casino/Gaming/Grant Report

- a. The Community Initiatives Program Grant (CIP) is up to \$75K in matching dollars; this was the grant that Green and Gold used in 2019 to help purchase the minibus. Proceeds can be used for ongoing operating costs, projects and services. Deadline for the next application is May 15 2021. **Cathy to confirm if income has to be from current year only or if we can use funds in accounts from previous year.**
- b. Cathy investigated another couple of little grants but didn't find anything to pursue yet.

11. Publicity and Special Events Report

- a. There will be one more apparel store - March/April 2021 - exact date to be confirmed
- b. Rochelle would still like to have some team pictures for volleyball and swimming; some will have to be taken for the yearbook. **Rochelle and James C to confirm the covid-friendly option for team pictures for sports that have concluded ie swimming & volleyball**

12. Old Business - None

13. New Business

- a. Team Pictures - volleyball, swimming - discussed in the Publicity and Special Events Report

14. Adjournment : 7:32pm

Next Meeting : Monday, 1 March 2021 - 6:30pm