Attendees: *Chantal Fowler, Bernie Simpson, Tom Abernethy, Dave Farough, Allan Braun, Louis Poirier, James Dicks, Jeff Boucher, Philip Cassidy*

*Regrets: Theresa Arsenault, Mike Rochette, Lindsay Temple, Clay Dawdy*

| **Agenda Items** | **Discussion** | **Action** |
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| 1. Welcome | Bernie opens the meeting at 6:42 pm.  Tom adds 2 items: Add two directors to Not for Profit Corporation Act documents and CPC Funding |  |
| 1. Minutes | Louis submitted the minutes from the December 3rd, 2014 meeting the December 9th and 11th, 2014 emeetings and the Special Meeting from December 11th, 2014 were submitted to the board in advance of the meeting. | Jim proposed minutes accepted as presented  Jeff seconded  Passed unanimously |
| 1. Financial Update | Tom Abernethy presents financials (Income Statements and Balance Sheet).  Tom mentioned a number of donation to the division  Tom tabled the CRA meal and travel rates for the 2015 calendar year. | Tom proposes the CRA rates be used for the 2015 calendar year. Phil seconded the motion.  Approved unanimously  Tom proposes the financials be accepted as presented. Phil seconded the motion.  Approved unanimously |
| 1. Resumption of the Special Meeting | The Special Meeting to nominate to executive positions from December 11th, 2014 is resumed.  Discussion surrounding the roles specifically tasks for the directors of Ski Operations and Administrative Operations. Discussion surrounding continuity, hit by the bus scenario, concerns surrounding the complexity and lack of definition for the treasurer position.  Tom proposes a slate of :  President: Bernie Simpson  Vice-President: James Dicks  Treasurer: Tom Abernethy  Director of Administrative Operations: Jeff Boucher  Director of Ski Operations: Phil Cassidy  Secretary: Louis Poirier  Tom proposes that Chantal be named to the board as representative of Black Diamond / Race athletes throughout the Division  Tom suggests that a Representative from the Winter Sports Clinic have a position on the NCD board. The board agrees in principle but the WSC needs to agree to this role. Phil agreed to relay the message to the board.  Discussion surrounding potential appointment of TC chair to the board. Discussion surrounding how many available positions can be appointed. Only 3 TC and WSC would leave none open. Decision taken not to appoint TC to the board but an open invitation remains to the TC chair to attend meetings. In theory, the TC should report through the Director of Ski Operations. | Tom has accepted to define his role including key dates for the organization.  Allan Braun suggested the individual board members should be carrying individual liability insurance as recommended by his son, a law student  Bernie proposes that the slate be accepted as presented. David seconded the motion.  Passed unanimously.  Tom proposes Chantal be named to the board.  Allan seconded the motion.  Passed unanimously |
| Meal & Break | Bernie moves to break for dinner |  |
| 1. Program reports | All five programs submitted reports ahead of the meeting | The reports are accepted as presented |
| 1. Mountain Trip | Allan provides an update on the mountain trip (March 15th) Payment deadline. Next board meeting March 5th. Allan stated that he was awaiting board approval to book the bus. Tom clarified that the budget was passed so as long as the trip says on budget that expenses have already been approved.  Discussion surrounding a discounted rate for people taking their own vehicles. Louis suggested that it should be a team building trip and that occurs on the bus. Consensus suggests that people bringing their own vehicles should be charged the same rate as people taking the bus. |  |
| 1. Festival 2015 | James provided an update on the Festival.  Discussion surrounding allocation of funds ensued  President’s travel to the CADS AGM is in another allocation.  Budget for the Festival is $4000 plus $600 for travel  Louis suggested matching the first time bursary and 9 individuals be supported at a rate of $500 / pers.  Bernie suggested raising the budget to $5000 to accept ten individuals.  Louis suggested a balance of skiers and instructors  Allan suggested a balance between programs  Louis, Jeff and Chantal volunteer to review applications | Louis, Chantal and Jeff will review applications for the Festival.  Louis will send out the documentation to program coordinators next week. |
| 1. Website Update | 1. Rachel Simpson will update the website for the program  2. Jeffrey D. Stark is an accessibility expert and has volunteered to update the site using Wordpress in May  He would need a table of Contents for the site | Board suggests to keep working with Jeffrey |
| 1. Awards | Bernie encouraging everyone to nominate people for the National Awards (around March 1st) | Bernie will send out details early next week |
| 1. Fundraising | Bernie encouraging everyone to advance their fundraising he pointed out that Edelweiss has been falling behind in fundraising the past few years |  |
| 1. Swag | Bernie sent out a list of swag that is available. If programs want anything let him know. |  |
| 1. Items added to the Agenda | Not for Profit Corporation Act – Tom suggests a review of director responsibilities on page 15.  CPC Funding – 1 Mountain Man is coming next week with the 3 mountain man bottoms ordered last summer.  Discussion surrounding snow sliders, arm cuffs, and ski bras. There’s a box of ski bras for each program. |  |
| 1. Next Meeting | The next meeting will be on March 5th, 2015 |  |
| 1. Adjournment | Bernie proposes closure of the meeting |  |