**CADS-NCD Board of Directors Meeting**

**Minutes**  JANUARY 21, 2016 – 5h39pm St Anthony’s Soccer club

**Presen**t: Bernie Simpson, James Dicks, Theresa Arsenault, Allan Braun, David Farough, Tom Abernethy, Phil Cassidy, Cathy **Presseau**

**Absent:** Jeff Boucher**, Neil George** , **Deb Blimkie** **& Heather Scott**

**Guests**: Mike Rochette (Chair - TC) and Ray Blimkie (Calabogie rep.)

**Meeting Scribe**: Theresa Arsenault

1. Welcome & Items added
   1. Travel rates and discussion / comparison with Industry Canada
2. Minutes from prior meeting approved
   1. Phil Cassidy 1st / Allan Braun Seconded
   2. Nay 0 / Yes All
3. Budget Update (Tom)
   1. Profit was discussed, balance sheet & income statement were reviewed. Tom discussed the statements and pointed out various incomes / expenditures that he wanted to specifically addressed
   2. Mike Rochette asked where Winter Sports Clinic got their funding. Phil C advised that it was separately funded. All the $$ is spent in February.
   3. Jackets / volunteer appreciation was discussed – some programs partly fund the jacket purchase for volunteers
   4. Tom advised that the budget / spending is right on track. There was some discussion about the various fundraising activities that each program is doing.
   5. Travel rates for 2016 were discussed. Cathy asked about expense eligibility. Tom discussed how **rates**  have been determined in the past. He recommends **we continue using the CRA published rates as released on Jan 1st 2016 for Ontario.** ~~rate~~. Tom explained how it is paid out and gave the St. Anne Pre Course as an example. Discussion ensued about whether receipts should be required. Cathy wanted a bit more explanation – ~~which Tom provided. He~~  **Tom explained that this was the recommendation of a former Auditing firm and by using the CRA contractors rates no receipts are required. To pay anything else would not cover the cost of operating a vehicle or require our own comprehensive survey.**
   6. Rating was suggested at $0.55 according to CRA for mileage
   7. Tom presented the motion that $51 per diem (**meals**), $17 per meal & $0.55 per km be approved for 2016.
      1. Allan B seconded the motion . **Approved**
4. Program Updates
   1. All programs provided updates prior to the meeting
   2. Phil C discussed a bit about how WSC fundraising is done. They are working with $50K – a bit less than last year – there will be some adjustments done to accommodate the budget
   3. Tom mentioned that Mike Stagg was heading the fundraising efforts for military and Michelle Bevington heads the corporate section for WSC
5. Break

1. CSIA – CADS – Other
   1. Discussion about the new module system for CADS certification
   2. Discussion about different types of sit skis when certifying with the newer format. Phil C & Mike R had a brief talk about the formatting
   3. ASD module format was brought up – the morning will be in class (powerpoint presentation) then the afternoon is on snow. Allan was wanting to find out what was happening at Pakenham with respect to certification
   4. Schedules have been circulated to those concerned and will be distributed accordingly.
   5. Discussion about the carabineer’s on the sit skis for lift evacuation – whether the ski patrol will ask that we use their or whether the existing ones are fine. It was generally agreed that the ones that come with the sit ski are fine as that is what they are designed to do
   6. Allan B offered up Tuesday training for all programs at Pakenham
2. Mt Avila
   1. Allan B confirmed that Erin Faubert (Pakenham) will be organizing the trip and that an East End co-ordinator was required for the bus. Allan went over the budget for the trip. There will be a subsidy of about $2,300 based on 80 people
   2. There will be a new way to register this year and an email will go out. Tom stopped the discussion to advise budget for the bus trip was already approved. Erin has a plan and had asked for the board to approve, however, the budget is already approved and as long as she remains within, there should be no problem. She will be working with it.
3. Festival
   1. Jim advised that January 22/16 the registration would be open. He has a product that he will circulate to program directors in order to forward onto the whole membership. Once all the information has been updated that is what he will do.
   2. Jim suggested that the applications for the subsidy be in by the 15th. Budget is about $12,500 for people to go.
   3. Tom talked about the budget vs. Actual dollars available. Perhaps Jeff, Phil & Heather can determine how many / how the distribution of funding between skiers vs. Instructors ration will be. Perhaps based upon the applications received.
   4. Allan asked if the subsidized (from their program) were eligible for vehicles, travel expense or availability of spots.
   5. It was decided that 10 (without specifying how many of each category) would be subsidized.
4. SWAG
   1. There is more available. Bernie talked about not “stocking up” but perhaps having a link from our site to the supplier instead of buying in bulk. Tom reviewed orders we had in the past year and also advised about $60 per jacket that NCD absorbs for the detailing and shipping.
5. Service Awards
   1. Mike R has had discussion and is ready to order pins. Tom gave approximate figures for inventory. Suggested that all that have 5 & 10 years receive a recognition pin. Use the calculation for ALL service and not just the individual program.
   2. Tom **advised that our NCD policy is** ~~suggested~~ that volunteers **who work with** ~~that commit~~ to 2 or more programs ~~should~~ have their membership paid by NCD ~~– we have done this in the past.~~
   3. Bernie will be co-ordinator of National Awards again this year.
6. Membership list
   1. Tom had various NCD CADS members that were not affiliated with any program, named those names and each advised which person should be attached to their program.
7. Round Table
   1. Tom provided a copy of Industry Canada’s Confirmation of the updated Board of Directors’ list.
   2. Tom recommended that someone represent / speak for RACE
   3. Dave F advised that Ski Hawks has extended an invitation to those that want to practice for the VI module – she can coordinate time with our participants at that program
   4. Tom advised that **he has** VI vests ~~are~~ in stock – Theresa A wants at least 1 skier one as she has none
   5. Phil C advised the only thing is that he is still waiting for his sit ski.

Meeting adjourned at 7h19pm.

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