**Attendees: *James Dicks, Bernie Simpson, Tom Abernethy, Allan Braun, Jeff Boucher,*** ***Paul Johannsen, Al McLarty, Dale Cross, Vicki Mierins (by phone) and Heather Scott.***

**Regrets:** ***Deb Blimkie, Martin Bourgon,*** ***Keith Blimkie.***

**Guests:*****Bernie MaClusky (Calabogie rep) and Patricia Cross.***

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| Agenda Item | Discussion | Action |
| 1. Welcome All – Invitation to add Agenda items
 | James welcomed members and opened the meeting at 17:30. See Item #13 for Items added to the Agenda |  |
| 1. Approve minutes from January 24, 2019.
 | James circulated the minutes in advance from this meeting. | Jeff motioned that the minutes from our January 24, 2019 be accepted. Dale seconded. Motion approved. |
| 1. Financial Report and Budget Update
 | Tom reviewed the financials he had submitted in advance of the meeting. He reported that all Enbridge stock was going to be sold and a 4th GIC bought instead.All programs are looking in good financial shape. | Tom motioned to approve financials as presented. Allan seconded. Motion approved. |
| 1. Program Update Reports
 | Program updates were sent in advance.No discussion. |  |
| 1. Lack of Volunteers signing up for CADS Certification – anymore anticipated CSIA, CASI reimbursements
 | Al reported that there has been a steady decline of volunteers at CADS-NCD and no new volunteers had signed up for 2018-19 season.A discussion followed and it was decided that Al, Tim, Jeff, Vicki and Laura would get together during the summer and brainstorm new ideas to motivate volunteers to sign up. | Al, Tim, Jeff, Vicki and Laura to brainstorm new ideas during the summer. |
| 1. Mont Avila Trip Updates
 | Some bus issues (*Mechanical****)*** but we had a phenomenal turnout. Registration through GoalLine a success. Cathy Presseau was the organizer again this year and she does not want to do it again next year. The Board thanked Cathy for her service***.*** Jeff looking for new coordinator for next year. | Jeff to email program volunteers about finding a volunteer to coordinate Mt. Avila trip next year. |
| 1. Festival and Snow Mass Update
 | 20 people from CADS-NCD will be attending.Jim and Bernie attending CADS National meeting. They are looking for instructors.Tom reviewed how to claim expenses at Festival for those who received bursaries.5 key volunteers will attend Snow Mass. | If anyone has issues to be addressed at the CADS National meeting, email them to Bernie or Jim. |
| 1. Registration Update
 | CADS-NCD registration nearly all done.Tom reported there had been an improvement in membership payments this year, with 100% paid via GoalLine. |  |
| 1. Policy Updates - Removal
 | Due to a removal of a CADS-NCD participant at one of the programs this season, a discussion followed on what best practice would be for the future.Jim – in the CADS Risk Management manual there is a recommended code of ethics and conduct in place. NCD doesn’t have this and so Jim has developed a draft based on industry standards which he will put out to members for review and input. He has made it division specific and it is consistent with codes in the industry and with CADS-NCD policies. The purpose of the code is to ensure members understand it and to put in place a common process of response if the code is breached. This is in addition to By Law 3.05 and Policy Manual 4.4.2 - Discipline committee.Jeff – writing guidelines about responsibilities of being a volunteer. | Jim to circulate draft proposal. |
| 1. National Updates
 | Award nominations from CADS-NCD have increased this year and Jim thanked those who took the time to put together a nomination. National has sent out a survey to program coordinators about funding to help develop a national approach.Criminal record checks are being discussed; any recommendations can be sent to National.Jeff – there should be an option for photo releases where people can opt out and it should be clearly stated that contact information will not be used for anything other than CADS business. | Program coordinators to respond to survey. |
| 1. Salon Mon avenir m’appartient
 | April 26 we will be having a display and Jeff and Kim are looking for volunteers to help. |  |
| 1. Branding: Jackets – order deadline **Mar 20**
 | Reminder to send number of new jackets in.Vicki - Mt. Cascade won’t be able to get order in by deadline. Jeff - usually orders extra.  | All program are to send their Nos. and sizes to Deb by March 20th. |
| 1. Items added to the agenda
 | Jim – gaiters were a success.SCI day – gave a $250 honorarium, no cost to CADS-NCD, want to do it again next year perhaps on a weekend.CHEO – 16 kids, 27 volunteers, will do it again next year.Possible fundraiser being organised for Edelweiss.A Carleton U Industrial Design student is interested in designing something related to the adaptive ski industry and would like to do something for CADS-NCD. Send suggestions to Phill Cassidy who is co ordinating this.Chris Holden has been to all the ski hills in the area and done training with ski patrol regarding evacuating sit skis off the lift.Chantal Fowler and Chris are both members of Canadian Ski Patrol and do evacuations and other scenarios involving injuries people with various types of disabilities. They have trained other members on all types of disabilities which will be put in the Ski Patrol manual. They will also be doing a video on evacuations from the hill.Bernie Mahusky spoke about our attempt to possibly develop a new program at the Mt Antoine Ski hill at Mattawa, ON. After discussion it was decided that Al McLarty and Bernie McClusky would visit the hill and talk to the owners about starting a CADS program. Tom motioned to provide $100 and 4 lift tickets or more to Al, Bernie and a CADS participant to visit Mt Antoine to ski the hill and network with the owners to discuss the way forward for a CADS program. Seconded by Paul J. Motion approved | . |
| 1. Roundtable
 | Allan – Amber Corby will be representing Pakenham after the AGM.Al – has all of the new instructor pins and will send them out in the mail.Tom A) A) $220 worth of donations was sent through GoalLine go to CADS National when our CADS-NCD members registered for the Bus Trip and the Edelweiss Banquet via GoalLine. Can we tell our members not to donate or ask National to send some $$ back to CADS-NCD for our TC?1. TC Budget – The funding allocation pro-rated and based on program membership will be calculated near year end based on final data as agreed at the previous Board meeting.
2. Ski Hawks have received approx. three donations as per the financial reports via Canada Helps and he would like to hold that money for their TC budget allocation.
 | Tom will discuss this with the Ski Hawks President and Treasurer |
| 1. Next Meeting
 | Wednesday 29th May, 2019.Jim adjourned the meeting at 20:17 hrs. |  |