**Attendees:** Bernie Simpson, Tom Abernethy, Todd Hicks, Pierre Goulet, Colin Moden, James Dicks, Mike Moulton, Jeff Boucher, Miranda Newton, James Delaney, Randy Innes, Eric Lacasse, and Malcolm McKinley

**Guests:** none

**Regrets:** Heather Scott

| **Agenda Items** | **Discussion** | **Action** |
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| 1. Call to Order | **James Dicks** welcomed everyone, thanked them all for attending.. He called the meeting to order at 7:32 pm.  **Items to be added to the agenda:**   * **National Waiver** * **Attendance at Pre Course** * **Finance Committee** * **Volunteer shortages – we encourage programs to work** * **Safe Sport** * **Art Show Get out there all funds are for CADS – NCD Kids** |  |
| 1. Approve Board minutes for Nov 24, 2022. | **Prior** to the Board meeting these minutes were shared via email. There were no questions regarding the minutes from the meeting. | Tom motioned to approve minutes from the Nov 24, 2022 meeting  Seconded by Bernie.  Carried. |
| 1. **A.** Confirmation of Board Appointments | **Further to discussion at the CADS – NCD Annual General Meeting held on November 30, 2022, at the Special Meeting held on December 7, 2022 both Pierre Goulet and Todd Hicks were appointed to a Board Member at Large position to serve until the next Annual General Meeting. Subsequently Pierre Goulet is Director of Operations and Todd Hicks is Director of Ski Administration.** |  |
| 1. Contact information for Board Members that Tom requires for reporting purposes with CADS. | On December 5, 2022, Tom circulated a Board contact form and requested new members fill it in and returning members ensure their info is still accurate.  As Tom noted CADS – NCD has 30 days from the AGM on Nov 30th to update our data on the Industry / Corporations Canada web site.  Board members are to confirm the formal email address they will use for electronic voting. This is required for CADS – NCD to control such voting. Any e-votes cast not using designated email addresses are not counted.  START ITEMS ADDED TO AGENDA | All Board members to respond to Tom to confirm their personal information required for reporting. |
| 1. Items added to the Agenda | 1. **National Waiver Eric indicated some Ski Hawks members have questions and asked who these should be addressed to. James advised to send them to CADS National Christian Hrab and Amy Royea. James will send Eric email coordinates for Christian and Amy.** 2. **Attendance at Pre-Course in Calabogie next weekend. It was noted that Pre-Course is open only to Course Conductors needing to renew their certification this year for course conducting. Other NCD members administering programs particularly Snowline would attend the Administrators Workshop.** 3. **Finance Committee monitors, and make decisions on division financial affairs. As people transition on and off the board it is time to revisit membership.** 4. **Volunteer shortages, general discussion ensued most programs do not have enough volunteers to serve the numbers of students wishing to join.** The Ottawa Ski **Show was productive but it has not taken place in a few years. Programs continue working together on volunteer recruitment.**   **Best volunteer recruiting opportunities occur on the hill where people complement us for our work with clients. Board members contemplated developing a tool like a business card with the NCD web site, logo, and contact info of a person at that program where a potential volunteer could contact us to join. Further to getting complement this type of tool would help programs to close the deal to get volunteers. It is hand out tool for people to take home with simple info on it for them to get involved.**  **Board members also discussed sinage / posters to display in key locations at each host resort to advertise who CADS – NCD is, what we do, and that we need volunteers to make it happen.**  **One program reached out to volunteer groups on Facebook and got good results.**   1. **Safe Sport: We are all responsible to ensure CADS - NCD conducts all our affairs in a Safe Sport Environment.** [CADS National has developed a Safe Sport Framework](https://cads.ski/system/education_resources/docs/000/000/129/original/CADS_National_Safe_Sport_Framework_1sep21.pdf?1652715074) **and is currently developing process to undertake if you are aware of any maltreatment. More to Come. For now any program leadership volunteer instructor and all other roles 18 YEARS AND OLDER is encouraged to take the Coaching Association of Canada Safe Sport Training course, a 90 minute web course at your own pace. Start at the link** <https://safesport.coach.ca/> **Also see** <https://safesport.coach.ca/concerned-individuals> **and** <https://safesport.coach.ca/toolbox> **You will easily browse for more from their.**   **We notice Jumpstart is requiring organizations they will fund in future to have people trained via the CAC courses. This is likely to apply to all new grants they issue going forward**  **Jumpstart Reporting requires all approved grants will be required to submit an Impact and Recognition Report.**  **Beginning in January 2023, a requirement of Jumpstart funding is that all program staff (employee or volunteer) involved in the direct delivery of the program, for all programs that are approved for funding from Jumpstart, are to have successfully completed the following training modules:**   1. **Respect in Sport Youth Activity Leader training course**   <https://www.respectgroupinc.com/respect-in-sport/>   1. **Coaching Kids of All Abilities**   <https://jumpstart.canadiantire.ca/pages/coaching-kids-of-all-abilities> **and**  <https://coachingallabilities.com/>   1. **Keeping Girls in Sports**   **and** <https://jumpstart.canadiantire.ca/pages/keeping-girls-in-sport>  <https://jumpstart-kgis.respectgroupinc.com/> **and**  <https://www.respectgroupinc.com/keeping-girls-in-sport/>  **To support this requirement Jumpstart will fund the cost of this training for successful grant applicants.**  **Jumpstart strongly encourages all approved grant applicant organizations to participate in the completion of this requirement this fall (September to December 2022) to prepare for the mandatory launch in 2023.**   1. **Art Show Get out there all funds are for CADS – NCD Kids: On Dec 17 and 18, 2022 Camp fortune is hosting an in person display. In addition the on line sale continues.**   **So far a total $1950 so far raised**  **At the Artists request, the Art Sale is intended to raise money for CADS - NCD Kids. Money from the sale will not go to a program that does not have any kids, nor directly to any one of our programs.**  **The sale is an NCD fundraiser. The board will input regarding where the funds will go.: possibly prorated to all 6 programs based on their youth (under 18 years of age) membership at year end.**  **The artists set up the process to donate and purchase the painting. Donate to CADS – NCD in the amount asked for the painting. Suggest using the Canada Helps portal. The person purchasing the art shows the artist that they donated to CADS - NCD. Arrangements are made between the purchaser and artist to get the painting.**  **The purchase is made from the artist with purchaser agreeing on the purchase price being a donation to CADS – NCD. We will keep all the money at the Division level until decision is made how to spend or allocate it.** | Jim to send email addresses for Christian Hrab and Amy Royea  Pierre join Finance Committee. Tom Heather, Bernie Jeff and Jim remain on the committee  The Board in collaboration with programs will develop the business cards for distribution at each program and signage/posters to be displayed in key locations at the hill.  The entire Board is encouraged to share the info about the Art Show |
| 1. Round Table | Tom noted that he is advised the Lepine Group has sent him a donation for each of the the Calabogie and Winter Sports Clinic Programs. We continue to appreciate the generosity and support from the Lepine Group.  Tom attends a couple legal conferences annually with Carters LLP about not for profit and charity law. He will keep the board advised of any interesting developments. |  |
| 1. Next meeting and adjournment. | Board members agreed to meet again on Tuesday January 24, 2023 at 7PM for about an our to ninety minutes by Zoom.  The meeting adjourned at 8:18 PM. | Jeff motioned to adjourn the meeting. Seconded by Malcolm.  Carried. |