



# Waves of Hope

## Board Meeting

April 12, 2010 5:30PM

Elton Collegiate, Forrest, Manitoba

Board Members: Carol Fulford, Betty Berg, Rosemarie Blair, Merle Darling, Kathleen Christensen, Kathy Cameron/Annette Beatty, Sheila Taylor, Marg Rycroft

**Regrets:** Jody Parsonage, Betty Berg

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### 1.0 Call to Order

Carol Fulford

Called to order at 5:40pm.

### 2.0 Approval of Agenda

**Motion** by Betty Stewart, **Seconded** by Marg Rycroft to approve the agenda, CARRIED

### 3.0 Approval of last minutes (15 Mar 2010)

Rosemarie Blair

**Motion** by Annette Beatty to approve the minutes as distributed, **Seconded** by Joyce Johnson, CARRIED

### 4.0 Treasurer

Betty Berg

#### 4.1 Financial Report

**Motion** by Rosemarie Blair to approve cheques #94 to #101 inclusive, **Seconded** by Marg Rycroft, CARRIED

Cheque #	Paid To	Amount
94	Sheila Taylor – Team Spirit	\$ 14.07
95	Dyck Agencies – Trailor/Autopac	\$ 66.00
96	Kit Harrison – April Storage	\$100.00
97	Kit Harrison – May Storage	\$100.00
98	Kathleen Christensen – Chuck A Puck Prize (Home Depot cert)	\$150.00
99	Mb Dragon Boat Festival – FMG Winnipeg	\$900.00
100	Stewart Travel – Payment Peterborough rooms	\$4,411.00
101	Darlene Vickers – Paper for Fashion Show tickets	\$ 34.94

Attached is Profit & Loss Budget vs Actual, statement dated Jan 1 through March 28, 2010  
Sheila needs a float for the Fashion Show silent auction of \$60.00

### 5.0 Secretary

Rosemarie Blair

#### 5.1 Correspondence

29 Mar 10 Email – Advertisement on a booth at International Festival in Peterborough

### 6.0 Committee Reports

#### 6.1 Policy/Guidelines

Carol went over some of the guidelines and most seem fine according to Chairs that were present. The Fundraising guidelines need to be revamped; need section that deals with the

Outreach portion. We will wait until we have our CRA training at the spring meeting and then go over the guidelines again. The nominating committee should be ensuring that prospective Board members get a copy of the guidelines. We need to ensure that all members' manual information is up to date. Betty Stewart has said she would help Carol with the Policy and Guidelines.

## **6.2 Festivals and Demonstrations**

### **6.2.2 Peterborough - Progress**

Our rooms need to be paid for now as the cheque has been sent off to Super 8 to cover the costs. Each team member has been asked to submit their money to Annette soonest. Final payments for flights are due May 1<sup>st</sup> and Annette has this in hand. Kathy has sent in the team profile, picture and team roster. As Gail Bordian is no longer coming with us, her registration has been transferred to our newest member, Darlene Yurchuk. The room allotment and shuttle lists have been sent to all team members. The Canada Coach 30 passenger shuttle has been booked and confirmed with 28 members going and 24 members returning (Toronto to Peterborough and then back to Toronto).

### **6.2.3 River Festival - Winnipeg**

This festival is 24 to 26 July but we do not have enough members signed up to attend at this time. After some discussion it was decided that our team would not participate in the River City Dragon Boat Festival in Winnipeg this year.

### **6.2.4 Brandon Festival**

The Wheat City Dragon Boat Festival is scheduled for the 18<sup>th</sup> September and the early bird deadline is July 31<sup>st</sup>. We have 16 members signed up with 3 more possible commitments. Annette needs to find 3 more members. We can wait to register as we want to ensure that this Festival is still going to proceed.

\*\*\*The registration for the FMG Winnipeg Festival has been faxed and Rosemarie mailed the cheque for \$900.00 On April 9<sup>th</sup> we got confirmation; we have 20 members signed up for this Festival.

\*\*\*Annette would like to see a "Come N Try" paddle and picnic for breast cancer survivors. She has picked the 11<sup>th</sup> August as the possible date. This would be a great recruitment opportunity for our team.

## **6.3 Captain/Coach**

The 12<sup>th</sup> May will be our last practice at the Sportsplex. We will then start having two practices a week, Mondays and Wednesdays to get ready for Peterborough.

## **6.4 Boat and Equipment**

We have 5 members who have old paddles for use at the pool. These will be returned to storage at the end of our pool training sessions. There is one new paddle still remaining at Stream and Wood and they will contact us when the new handle is replaced. Thank you to Kathy Cameron for looking after the distribution of the paddles while Betty was away. Ron Kingdon has been contacted to see if anything needs to be done to the boat and trailer at this time. To date he has not mentioned anything specific but usually at this time he does have the wheel bearings on the trailer done before lake practices. Darlene Yurchuk will be given a new life jacket once we are on Lake Minnedosa. The life jackets are kept at Gaileen's place. To date, Betty is not sure where any extra wind-suits are. Betty has been in touch with Betsy Kuzia from Hope in the Boat from Albany, NY about our boat and equipment policies and these have been sent to her. They have started up a team and wondered how we keep track of these issues.

## **6.5 Social**

Joyce held her first meeting with her committee of Diane Harrington, Joyce Konopski, Mary Pearce and Gail Smith on the 11<sup>th</sup> of April. They will be looking after two lunches a week for May practices and then back to one lunch a week for June to September practices. They are planning a Family Night and Potluck for the 21<sup>st</sup> July. The Xmas function is planned for the 20<sup>th</sup> November and will be a special evening. Noni will be asked to host as the MC for the evening

and the alumni will be invited again and there will be entertainment. This fun evening will be held at the Seniors for Seniors. Social Committee is looking into nominating our Coach for the "Coach of the Month". The lunch on the 1<sup>st</sup> May spring meeting will be catered by the Forrest Church ladies again. Thank you Kathy Cameron for setting this up. The Social Committee would like to see a social calendar made up and forwarded to our Alumni members so they can see what is happening with our team.

#### **6.6 Public Relations/Outreach**

\*Fashion Show advertising has been done. Public Service Announcements (PSAs) have been sent to The Brandon Sun, Community News, Brandon.Com (Brandon Tourism), City of Brandon, EBrandon, WCGtv, Westman Journal, 12 additional newspapers within 60 min drive of Brandon. To set up a 2x2 ad for community newspapers in the Westman area would cost around \$400.51 and this is quite pricey. The Brandon Sun has a non-profit rate for a 2x2 ad that might cost around \$160.

\*Winter Fair went okay. Lots of information was distributed.

\*Kathleen has been having trouble trying to reach someone at Richmond Signs to discuss our new banner. The voice mail message shows it hasn't been changed in quite some time. Kathleen will try again but needs to find someone else if they can't be reached.

#### **6.7 Team Spirit & Support**

It has been another quiet month with 2 cards sent out; one sympathy and one for encouragement. Flowers were taken to one member. The committee met and reviewed their committee guidelines.

#### **6.8 Team Communications**

There is no report. Willa sent out a newsletter to the team

#### **6.9 Team Attire**

No track suits, t-shirts or any team attire has been given out or received since April 1<sup>st</sup>. Team Attire wants a copy of the invoice for the 2009 UCT golf shirts as well as the invoice for printing on these golf shirts. Rosemarie will look after getting copies of these. **Motion** by Merle Darling, **Seconded** Sheila Taylor "That the team purchase two plastic storage boxes for Team Attire" **CARRIED**

#### **6.10 Fundraising**

##### **6.10.1 Fashion Show**

Fashion Show meeting was held and everyone is under way. Betty Stewart has looked after the stores and assigning models to these stores. Lynda is busy with ticket sales and Sheila is busy with getting her prizes organized for the silent auction. Food is organized and will be catered by the Canad Inn and Darlene has the program well underway. Arlene has been busy getting our projector pictures up and ready for presentation.

Motion by Betty Stewart, seconded by Sheila Taylor to accept all the committee reports.  
**CARRIED**

#### **7.0 Business Arising from the Minutes**

Some discussion on keeping track of our hours and who would do it. What kind of things do we keep track of? We will wait and learn from the Spring Team meeting on CRA and then we will have a better understanding of what is needed.

#### **8.0 New Business**

##### **8.0.1 Spring Meeting – Speaker, Al Vickers Re CRA**

Mr Al Vickers will be coming to give a talk to our team on some of the CRA rules. The venue has changed from the school and we have moved across to the church to hold this meeting. We can move upstairs to the Chapel area while the ladies get our lunch ready.

##### **8.0.2 Directors Manual**

Carol has checked through her Manager stuff and she does not have any extra Directors Manuals. Rosemarie has offered to photocopy one but Kathy Cameron thinks she may have an extra one at home.

**\*\*Carol went over the inventory listing as it got missed. After some discussion and going through the old inventory list, everyone was asked to check it over and annotate where everything they look after is and a price costing for the next Board meeting.**

**9.0 Dates & Location of next meeting** – To be determined at a later date. The proposed date on the Agenda for 17 May is not good for some members.

**10.0** Betty Stewart motioned to adjourn the meeting at 7:55pm.

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Carol Fulford, Team Manager

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Rosemarie Blair, Secretary