

WAVES OF HOPE
EXECUTIVE MEETING – FEBRUARY 13, 2006
CENTRAL UNITED CHURCH LIBRARY

Present: Sharon Young – Chair, Joyce Hopper, Shirley McNeely, Sheila Taylor, Joyce Konopski

Regrets from: Arlene Wood, Marg Stirling

1.0 Welcome – Sharon Young
Meeting called to order at 4:34 p.m.

2.0 No additions to the agenda

3.0 Minutes of January 9, 2006 meeting
Minutes adopted as recorded.

4.0 Correspondence

- 4.1 A request by email from Amber Frieir, a Practical Nursing student at Fox Valley Technical College in Appleton, Wisconsin, for items she could use in creating an educational booth focussing on breast cancer awareness for a Health Care Fair. Sheila is preparing a package for her and will send it in time for the fair which is in early May. Amber has been advised.
- 4.2 Letter from the Canadian Cancer Society for Helena re the April (cancer awareness month) fundraising campaign. They are in need of volunteers to canvass and/or organize the campaign. The request with address and phone number was passed to the membership in a general email.
- 4.3 Donations in memory of Linda Baker. Shirley has written to the Baker family to advise them of the donations.
- 4.4 Thank you and receipt from CBCN for our membership renewal. Passed to Shirley.
- 4.5 Information from Volunteer Canada addressed to Helena. Has been passed to her.
- 4.6 CBCN Outreach newsletter. Circulated. Sharon receives this publication by email and suggests that in future she forward it to the membership for a more general circulation.

5.0 Business Arising from the Minutes

5.1 Nomination Committee update- Sharon/Kathy/Joyce K

The committee has managed to fill most positions with next year's executive looking as follows:

- co-managers - Sharon Young, Joyce Hopper
- co-captains - Kathy Cameron (?), Annette Beatty
- secretary - Helen Rankin
- public relations - Sheila Taylor
- fundraising - Helen Lewandoski
- communications - Monique Dufresne

- social - Penny Sboto with Iris Reilly as backup
- team spirit & support - Marilyn Dickson
- boat & equipment - Gaileen Kingdon
- team attire - Joyce Hopper
- festivals & demonstrations - Jody Parsonage with Arlene & Diane as consultants
- team membership - Helen Forsyth

There is still an opening for treasurer and co-captain though Kathy has agreed to stay on for one more year if no one else is found.

5.2 **AGM Planning Details**

Sharon may be at a meeting in Winnipeg; Joyce H will cover as Chair.

The required notices have gone out with the agenda and the church has been booked. Penny will be reminded about the necessity for a lunch and the executive members will be reminded to have reports ready.

May 6, 2006 is the probable date for the spring general team meeting.

5.3 **Guidelines for use of the logo**

Deferred at this time.

5.4 **Update on waiver: Release of name/ addresses**

Sharon has received a letter from the ombudsman in response to the enquiry whether a signed release is necessary for use of members' names and addresses. It seems that this is not an obligation but it is in our best interests to have such a release form. Discussion re how to proceed. It is thought best to add this to the photo consent form so as to avoid another separate form. Secretary will look after it.

6.0 **New Business**

6.1 **Jewellery**

Gail has brought the prototypes to practice and will continue to do so to get everyone's input. She hopes to send in the final changes by the end of February so that an order can be placed in March. The plan is to launch the sale of our new jewellery at the Fashion Show.

6.2 **Business Plan and Budget- First Draft for 2006-07 Shirley & Sharon** Draft presented by Shirley & Sharon with discussion on some items.

- We are needing new jackets. In the past the cost to members has been subsidized by the team. Whether to continue this practice needs study.
- The CCS Relay for Life registration is included as a possible expense. The team will need to decide whether to enter a team this year.
- Question re quantity of brochures. Sheila reports that there are lots.

6.3 **CIBC Run for the Cure –Draw for Runners- Krista (Not here tonight)**

Krista has asked that a draw be made for the 10 pairs of New Balance runners won by the team at the 2005 Run for the Cure. Joyce Hopper drew the names with the following winners being chosen: Erica Smith, Marg Stirling, Mary Gobeil, Helena Neustater, Betty Stewart, Arlene Wood, Merle Darling, Sylvia Plett, Bev Schaeffer and Joyce Johnson. Krista will make the arrangements for the winners to obtain their new shoes.

7.0 Committee Reports

7.1 Treasurer/Fund-Raising – Shirley McNeely

7.1.1 Financial Report

The report as presented by Shirley shows the bank balance to February 13, 2006 at \$2,965.18. The plan 24 balance is \$19,412.86 giving a combined balance of \$22,378.04. Complete report filed.

Motion: That the financial report be accepted as presented. Shirley Carried

7.1.2 Financial report for AGM

Since Shirley will be unable to attend the AGM due to her upcoming surgery, she has prepared enough copies of the 2005 year end financial statement for the members. Joyce Hopper will stand in for her at the meeting.

7.1.3 Vinyl Bracelets

Gail has 500 bracelets on hand and there are about 400 out for sale with members. Approximately 100 have been sold at \$5 each. It is thought best to maintain this price over the summer, probably lowering it to \$3 in the fall to clear out the inventory.

7.2 Public Relations/Outreach – Sheila Taylor

7.2.1 Marketing Video

Sharon reports that the video is near completion and feels it is very well done. She & Darlene have made suggestions. It will soon be ready to present to the team.

7.2.2 Team Recruitment Ad Update

Sheila has placed the recruitment ads on chanel 12, in the Wheat City Journal (February 12) and Brandon Sun (February 18). Kathy plans to talk with Darci Clarke who had done a feature on our team in her Café Westman column in the Sun with the idea of doing a follow up including our need for paddlers.

7.2.3 Upcoming events

The committee is planning to book dates for our display booth at the Mall for October 27 & 28.

The Travelers Day parade is June 10 this year. Our possible participation will be discussed at the May team meeting.

Sheila will be searching out pictures for the Run for the Cure plaque awards.

7.3 Team Spirit and Support

7.3.1 Binder Updates

Marilyn has been working on preparing binders for new members and updating the information for “old” members. George has run off several pages pertaining to paddling technique from the FCRCC Dragon Boat coaching manual. There are enough copies for each manual; he will pass them to Marilyn for distribution.

7.4 Team Attire

7.4.1 Team Jackets

There are no jackets on hand at the moment. Joyce has ordered 2 sample jackets through Just Stitching; they should be here soon for our inspection. The cost quoted is \$53.87 which includes the cost of the logo embroidery and tax. Names will be extra.

7.4.2 Pink Ribbon Scarves

At the team meeting at practice, January 30, 2006 Sharon outlined the possibility of buying scarves at a good price at Mea's Fashions in Winnipeg. The scarves are oblong and would come in a choice of two colours, pink ribbon on pink and pink ribbon on black. The discussion included the idea of using them as an inexpensive dress item as part of our team attire.

Motion: That scarves be purchased as part of team attire. Joyce J/ Annette Carried

Sharon will look after placing the order.

Subsequent discussion as follows: The scarves will be sold to us at \$4.75 plus GST = \$5.08. We will recover costs from members at \$5.00 each. Members are under no obligation to purchase. There are two colours to choose from - pink ribbon on pink and pink ribbon on black. They will be sold to the general public at \$10.00 each and will be an addition to our display. A new motion was made by email February 16, 2006.

Motion: That the purchase of 120 pink ribbon scarves from Mea's Fashions at a total cost of \$609.90 be approved. Shirley/ Joyce H Carried.

Sharon will pick up the scarves while in Winnipeg and they will be available early in March.

7.5 Team Communication

7.5.1 Next Newsletter

The importance of keeping members informed of team events and undertakings will make regular newsletters a priority. Review of items to be covered in the next newsletter, to be out as soon as possible.

8.0 Next meeting

The date of the next meeting will be dependent on the schedules of the incoming executive.

Meeting adjourned at 6:05 pm

Recorded by Joyce Konopski