

2016 Squash PEI AGM

Wednesday, August 10th, 2016
6:00pm
Hill's Sports Bar (Spa Total Fitness Centre)

Minutes

In Attendance: Kelly MacWilliams, Ken Sampson, Lester Jinks, Derek Lawther, Samantha Lawther, Brian Ashby, Michael Berrigan, Kady Bruce, Steve Bruce, Andy Gallant, Andrew Avery

Called to Order at 6:10pm

1. Review of 2015 minutes. Moved to adopt by Ken Sampson, Derek Lawther seconds.
2. The agenda for the 2016 AGM was approved by Ken Sampson and seconded by Kady Bruce.
 - a. Derek requested an item to be added to agenda: recent outage of Website.
3. **President's report:** Kelly MacWilliams
 - a. Kelly thanked a number of people for their contributions throughout the year:
 - BJ McLean and Shara Cody for their help with Juniors
 - Derek Lawther and intermediate players
 - Gord Lawlor for Advanced players
 - Lester Jinks for his community involvement in particular
 - Mitch Chaisson and Nathan Philips for lessons
 - Tournament "anchor" Andrew Avery
 - The executive
 - b. Discussed initiatives:
 - i. Leadership class at Ecole Francois Buote with Gord and Andy Gallant, including discussions on other school connections for similar initiatives
 - ii. Briefly discussed programming at UPEI
 - iii. Kelly summarized the Summerside Camp which had 13 kids on short notice, thanking in particular Linden Oulton and Dana Betts
 - c. Kelly explained changes to the Sport PEI funding application format.
 - i. V.P. put together proposal and and was approved for \$3k in schools
 - ii. Kelly will reach out in September
 - d. Next was the Performance Plan, whereby 3 seasons' due the 19th of September
 - i. A plan to develop high performance athletes is desired
 - ii. There was an orientation to the plan in a spring meeting
 - iii. Andrew Avery asked how much the performance budget was, the exact number was close to \$4500

4. **Treasurer's Report:** Ken Sampson

- a. Overview provided by Ken
 - i. Ken discussed some outstanding cheques due to fiscal year end
 - ii. Gave an overview on bank account status, which has roughly \$15,000
 - iii. The plan for 2016 was to break even which was achieved, with tournaments overall a wash
 - iv. With respect to reporting, Ken was looking into a simpler bank reconciliation process (relating to outstanding cheque issue mentioned)
 - v. Bank account has grown from 3-5k a few years ago
 - vi. Happy to report not in a situation where losses are forecast
 - vii. Goal is to achieve positive cash flow at each event
- b. Derek Lawther suggests discussing a plan for longer-term end-goals with respect to internal finances
- c. A question was asked about limits of non-profit and there was no concern at the moment
- d. Ken brings up recurring issues surrounding collection of membership fees, tournament fees, and league fees.
 - i. Some suggestions were discussed, as the cost of implementation would likely be worth it
 - ii. Online payments
 - iii. Limit play if not paid yet
 - iv. Mobile Credit Card payments, which have higher fees
 - v. Kelly will ask BJ McLean about options for easier payment systems
 - vi. Derek Lawther suggests contacting Sport PEI to see what other organizations use
- e. Ken expressed some hassles with BMO banking, floated the idea of switching, but no decision made.

5. **Tournament Report:** Andrew Avery

- a. Andrew provided summary of season's tournaments:
 - i. In general numbers were down, only Aspen Cup and PEI Open were up in numbers
 - ii. Only 25 people attended the Fall Fiesta
 - iii. UPEI open was back as a tournament, it went well but there was lower turnout
 - iv. Aspen Cup had good off-island turnout
 - v. Mill River numbers were down, but the reserved rooms were sold and they were pleased with the result
 - vi. Status quo numbers were maintained for the Junior Fundraiser and the SPA Closed Tournament
 - vii. PEI Open had 72 players
 - viii. Summerside Open was cancelled due to low numbers, but there is still interest in having a tournament there, but perhaps there needs to be some other attraction

- b. Andrew provided an update on Mill River:
 - i. Mill River update from Andrew
 - ii. New ownership, future of squash courts uncertain
 - iii. Will follow up as information becomes available
 - iv. No changes anticipated for 2017 tournament
- c. Samantha Lawther comments that the Mill River tournament numbers may have been down due to exams. It was noted that the upcoming Mill River tournament will be held a bit later this coming season.
- d. Some more general tournament notes:
 - i. This coming season's schedule will be pushed back a bit, and they may spread out a little more. There are tentatively 4 tournaments in a span of 6 weeks scheduled for early 2017.
 - ii. Andrew Avery is moving out of province in 2 months, thanked everyone for their help with past tournaments.
- e. Atlantics were discussed:
 - i. PEI's turn for the Atlantics is coming up, however an agreement was made with Moncton for them to host it this year to showcase their new courts. This bumped Nova Scotia from the rotation so they may get it back this coming year, rather than PEI.
 - ii. PEI may then host the tournament in 2018. Although this may affect projected revenues for 2017.

6. Sport PEI Pilot Project: Kelly MacWilliams

- a. Kelly outlined a new pilot project from Sport PEI whereby a group of 30 kids would be introduced to 12 different sports over the winter season.
 - i. Each sport has 3 weeks at 2 times a week.
 - ii. It is projected that October/November would be the time for Squash.
 - iii. Target age is 3rd grade students who are roughly 7 years' old
 - iv. Students are to apply to the program
 - v. Sport PEI is still in talks with schools, and there is to be provision for training for 2 people from each sport.
- b. Discussed logistics of Squash PEI's involvement, would likely need 4 people each week.
- c. Colin Younker (SPA) open to using their courts for the program
- d. There was a discussion surrounding most effective use of time in the courts, and it was agreed to focus on basics like hand-eye coordination rather than specific rules of the game.

7. 2019 Canada Games (February 2019): Kelly MacWilliams

- a. First meeting was attended by John Power and Kelly MacWilliams.
- b. It was agreed that potential athletes and coaches need to be identified soon, as there are only 2 seasons between now and then.
- c. A core group is to be formed by the 2018 season.
- d. Derek Lawther brought up points about important roles that need to be filled:

- i. Manager and Coach (one male, one female) are defined by the selection process as there is a multi-year process for certification.
- ii. This is also something that needs to be decided ASAP, or at least by 2018.
- iii. Options discussed for coach: John Power or Derek Lawther
- iv. Manager can be certified in-house by Squash PEI
- v. Shara Cody a possibility?
- vi. It was decided to ask John Power first as a courtesy to give him the first right of refusal
- e. Regarding the athletes, there is a sufficient pool of boys to choose from, but short on female athletes. Reminder that two of each need to be under 17.
- f. A question was posed about ages, and it was noted that eligible ages were based on the dates of the events, not fixed cut-off dates.
- g. Re-iteration by numerous members present to start identification process ASAP.
- h. Kelly will follow-up with John Power, Shara Cody, and Derek Lawther.
- i. Sam would be willing to do it as well if needed and if she is available at the time.
- j. A discussion about PEI's bid for the 2023 games was brought up by Andrew Avery.

8. Squash in Schools Initiative: Kelly MacWilliams

- a. Kelly provided overview of program
- b. A proposal by Steve Bruce would require \$3k in funding.
 - i. He will connect with Schools, with an idea to spread across province to widen access for students.
- c. Steve asks if/how this can be meshed with the Sport PEI multi-sport program.
- d. Derek Lawther explains system used in U.S. whereby facilities provide an inner-city program with mentors. Possible model to follow.
- e. Andy Gallant expressed interest with the following people identified as other possibilities:
 - i. Jeremy Stiles
 - ii. Linden Oulton
- f. Mention/reminder about Bluefield HS's court as a resource.

9. High Performance Athletes: Kelly MacWilliams

- a. Kelly explained program and process, as a part of Sport PEI funding
- b. This is in works, but will provide a pathway and transparency for athletes going down the high-performance track, and provide engagement for new players.
- c. Derek Lawther explained his curriculum which uses a level-based system with particular skills at each level. He discussed the need to expand geography.
- d. Ken Sampson stressed importance of exposure being important for the kids, and Kelly MacWilliams agreed and suggested workshops throughout the year, by possibly piggy-backing on other sport camps
- e. Derek then explained his program in more detail:
 - Gold/Silver/Bronze levels to match skills with tournament levels.

- This provides a systematic and transparent progression, and most importantly is motivating.
- Skills-based awards were to be coordinated with Karakal Atlantic.
- Within each level, there are 4 sub-levels.
- This would fit in with existing coaching, as this framework provides a layer of objective assessment.
- Kelly will reference this plan in her performance report to Sport PEI
- Derek offered to act as general evaluator

10. Junior Executive Liaisons: Sam Lawther

- a. Sam explains ideas to get juniors more involved in Squash PEI.
- b. This is modelled after other organizations whereby it exposed juniors to the other aspects of the sport. Helps identify needs/wants from the junior contingent as well as finding new things for them to be part of.
- c. May help mitigate turn-over in juniors by encouraging more integration, and identifying potential future executive members.
- d. All agreed it was a great idea, broadening the scope of Squash and improving recruitment. Mutually beneficial for Squash PEI and the juniors.
- e. Kelly suggests 2 liaisons, a male and female.
- f. Co-benefits:
 - i. Representative at meetings
 - ii. No by-law changes required
 - iii. Ad-hoc executive member

11. Venue Liaisons: Kelly MacWilliams

- a. Idea brought forward to have a liaison from the sport for each venue, who would act as the go-to person at that venue.
- b. There is currently little on-going communication with the venues, which spurred on the idea of a liaison.
- c. This would potentially promote growth and development in different venues. And be the “eyes and ears” at that location.
- d. Still in the planning stages, but Kelly will pursue in future.

12. Election of Executive Officers

- a. Secretary and Tournament Chair/Director positions to be filled.
- b. Call for nominations:
 - i. Kelly MacWilliams nominates Brian Ashby for Secretary, seconded by Ken Sampson
 - ii. Kelly MacWilliams nominates Michael Berrigan for Tournament Director, seconded by Steve Bruce
 - 1. As Michael is new, help is offered to him by exec and members.
- c. Returning positions:
 - i. Ken Sampson: Treasurer

- ii. Steve Bruce: VP Male
 - iii. Kady Bruce: VP Female
 - iv. Kelly MacWilliams: President
- d. All voted and all acclaimed.

13. Website Issues (new item)

- a. Website was down since the 8th of August with no warning from host.
- b. Kelly and Ken are to setup the website account again to ensure its renewed
- c. A discussion was had amongst members preset about role of the website versus the Facebook group.
- d. Agreed that Facebook would be the more "Social" portal with more static content on the website.
- e. Brian and Kady will help with website and look into potentially updating the website as well in the coming season.
- f. Possibility of including the website as official responsibility of Secretary, to be discussed in future.

14. League discussion: Ken Sampson

- a. Ken would like to condense the two league seasons into one league for various reasons including being simpler to schedule and collect payment. The single league would start a couple weeks later and end a couple weeks earlier than usual. All agreed.

Meeting Adjourned at 7:50pm