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## 2023 CNCR SEMI ANNUAL GENERAL MEETING

**NOTICE TO:** Member Clubs, Delegates, Board of Directors, Committee Chairmen, Officials, Honorary and Individual Members

**LOCATION:** The Breakfast Room @ the Coast Fraser Inn Hotel, Williams Lake

**DATE & TIME:** Friday, January 20, 2022; Events start promptly at 8:30 pm (PST) 9:30pm (MST)

VIRTUAL MEETING LINK:

### Microsoft Teams meeting

Join on your computer, mobile app or room device

[Click here to join the meeting](#)

Meeting ID: 249 248 619 94

Passcode: 6mAfus

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### SCHEDULE OF EVENTS

- ❖ Friday, January 20<sup>th</sup> **8:15 p.m. (PST)** Register as a Delegate or Observer
- ❖ Friday, January 20<sup>th</sup> **8:30 p.m. (PST)** Semi Annual General Meeting

- Approval of the 2022 AGM Minutes
- Adoption of the Agenda
- Consideration of the 2022 SAGM Report Package
- Consideration of the Financials to December 31<sup>st</sup>, 2022
- BC/YT Section Representative
- Elections
  - ❖ Director – 1 year term
  - ❖ Director – 2 year term
  - ❖ Director – 2 year term
  - ❖ Secretary – 2 year term
  - ❖ Treasurer – 2 year term
- Question & Answer Period

**- Please make sure you are present at 8:15 p.m. (PST) so that you can be signed in & registered on time as the meeting will begin promptly at 8:30 p.m. (PST), 9:30 p.m. (MST).**

**2023 CNCR SEMI ANNUAL GENERAL MEETING  
AGENDA – January 20, 2023**

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- 1) Call Meeting to Order and Opening Remarks
- 2) Reading of the Notice of Meeting
- 3) Reports as to Quorum
- 4) Minutes of the AGM, May 14, 2022
- 5) Motion to Amend the Agenda with Flexibility to Change
- 6) Reports
  - a) Chairman - Angela Tremblay
  - b) CNCR Competition Advisor - Cynthia Medeiros
  - c) CNCR Competition Registrar - Stacy Flotre
  - d) CNCR Competition Technical Advisor - Cynthia Medeiros
  - e) Coaches Rep - Marilyn Kreuzinger
  - f) Data Specialist Rep - Jeanien Carmody-Fallows
  - g) Judges Bureau & Stats Rep - Angela Tremblay
  - h) Judges Training Rep - Angela Tremblay
  - i) Liaison - North Area - Stacy Flotre
  - j) Liaison - South/Central - Lynne Dunn
  - k) Liaison - West Area - Cynthia Medeiros
  - l) Skaters Development Rep - Amanda Thomas
  - m) Synchro/Adult Rep - Andrea Tarkington
  - n) Website/Facebook - Amanda Thomas/Cynthia Medeiros
- 7) Confirmation of Actions Taken by the Executive
- 8) Finance
  - a) Financial Statement to December 31, 2021 - Cheryl Walters
- 9) Correspondence - Angela Tremblay
- 10) New Business
  - a) BC/YT Section AGM – May 4-6, 2024 - Angela Tremblay
  - b) Ice Summit - Angela Tremblay
  - c) BC/YT Section Representative - Hilary Quick
  - d) CNCRegion Board Elections
    - Director 1 yr. term (Lynne) -
    - Director 2 yr. term (Amanda) -
    - Director 2 yr. term (Stacy) -
    - Secretary -
    - Treasurer -
  - e) Members Question & Answer Period
- 11) Next Meeting – Scheduled for May 14, 2022 @ 7:00pm (PDT) 8:00pm (MST)
- 12) Adjournment

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**2022 CNCR ANNUAL GENERAL MEETING  
MINUTES – May 14, 2022**

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- 13) Call Meeting to Order and Opening Remarks – 7:03 p.m. PDT
- 14) Reading of the Notice of Meeting
- 15) Reports as to Quorum  
Clubs – 10, Board – 9, Guests - 7
- 16) Minutes of the SAGM, January 14, 2022
- Correction to the numbering (from the amalgamation into the package)
  - Correction to lynn – Lynne
- Motion to approve minutes as corrected – Amanda Thomas, Tamara Ward seconded, Carried
- 17) Motion to Amend the Agenda with Flexibility to Change – Tamara Ward, Marilyn Kreuzinger seconded, Carried.
- 18) Reports
- a) Chairman - Angela Tremblay
  - b) CNCR Competition Advisor - Competition Advisor  
Report in the package is from the SAGM. Cynthia Medeiros is the new advisor
  - c) CNCR Competition Registrar - Stacy Flotre  
No changes from the SAGM. Stacy is working on the terms in Karelo to make sure it matches the announcement.  
Looking forward to next year's competitions.
  - d) CNCR Competition Technical Advisor - Tamara Ward/Stephanie Auston  
Report in the package is from the SAGM.
  - e) Coaches Rep - Marilyn Kreuzinger  
Report in the package is from SAGM.  
Marilyn will be updating the email distribution list of coaches.
  - f) Data Specialist Rep - Jeanien Carmody-Fallows  
New Competitive Scoring System is coming for competitions. Should help reduce errors in postings.
  - g) Fundraising Rep - vacant  
At the AGM, the Region had anticipated charging a 17% levy in lieu of fundraising, after budget for this year, the levy has been dropped to 12%. Position will remain vacant.
  - h) Judges Bureau & Stats Rep - Angela Tremblay  
Region has seen virtual assessments as a big positive, and Region will continue with the virtual assessment format.  
Question – Length of time to get an assessor for an assessment day.  
Section – There are a limited number of officials that can work an assessment date, which is slowing down Section's ability to assign officials to an assessment date. Keep putting in the requests and Section will work to find an official for the event.
  - i) Judges Training Rep - Angela Tremblay  
Anticipating more training opportunities coming up.  
Coaches can judge if they have the Star 1-4 assessment training. Expecting some modifications to the training materials, which may require moderators/trainers to update their training. Previously, training was provided at Regionals.  
Jacqueline – question about judging and what events coaches are allowed to assess? Coaches can be on a panel where skaters are assessed.
  - j) Liaison - North Area - Stacy Flotre
  - k) Liaison - South/Central - Lynne Dunn  
New to the role and still learning. If you have any questions, please reach out.
  - l) Liaison - West Area - Cynthia Medeiros  
Area has some successful galas at the end of the year.

Prince Rupert will host Klahowya. Terrace is hosting a seminar in the fall. Smithers will host a mini-competition and Kitimat will host a seminar in the spring. Smithers welcomed a new coach, who is a dance partner.

- m) Skaters Development Rep - Amanda Thomas  
No seminars this year. Please send your seminar plans to Angela and the area reps.
- n) Synchro/Adult Rep - Andrea Tarkington  
Report in the package
- o) Website/Facebook - Amanda Thomas/Cynthia Mederios  
Website will be getting an facelift to make things easier to find and update the content.  
Region is considering adding Instagram. Make sure you message the Region's facebook for inclusion of your news items on the CNCR pages.

19) Confirmation of Actions Taken by the Executive

Included in the package

Motion to approve actions taken by the Board – Amanda Thomas, Tamara Ward seconded, carried.

20) Finance

- a) Financial Statement to March 31, 2022 - Cheryl Walters  
No real changes from what was presented at the SAGM  
MOTION to accept the financials as presented – Cheryl Walters, Stacy Florte seconded, carried.

21) Correspondence

- Angela Tremblay

Three applicants for this year's scholarship. A winner has been selected and will be announced at the grad ceremony.

22) New Business

- f) Ice Summit – May 26-28/2022 - Angela Tremblay  
Encourage all clubs to register to attend the Skate Canada AGM. If registering online as a delegate, you will need your club's number. The club will be emailed to confirm your registration as a delegate.  
Laura Carr is from the Section and is running to be a director of the west. It is really important to get some delegates from the Section to vote at the AGM.  
Amanda Thomas is attending in person – question around Respect in Sport and timing of standing.  
Tamara Ward is also attending as a delegate. Sandra Carmichael is also now registered to attend the AGM.
- g) New Long-Term Development (LTD) Model - Angela Tremblay  
This will be presented at the Ice Summit. It is a new approach and includes focus on mental well-being and health at every stage. Encouraging clubs to access the program in the Members Only area. There is a lot of information available so CNCR suggests taking the program bit by bit and find the most applicable and relevant information to apply to your club's programs.  
Amanda Thomas has offered to speak to the LTD if they have questions
- BC/YK Section Representative - Hilary Quick

The BC/YK Section Board of Directors has approved that this policy will be suspended when the Province of BC removes the Proof of Vaccination requirement. Reminder that if your facility still has COVID restrictions and guidelines clubs are to still follow those restrictions/guidelines.

Assessments

- All STAR 6 to Gold Assessments are to continue going through the Section Office. Requests must be submitted 4 weeks prior the requested assessment day. We will be reviewing this process in the summer to decide if assessment requests will continue this way.

General Club Reminders

- To register all members with Skate Canada
- To register your club/skating school with Skate Canada
- To register all officials and Board Members with Skate Canada



- Reminder there is a Skate Canada Concussion App. We encourage all Clubs, Coaches, Skaters and Parents to Download it. It has very valuable education and training for identifying and treating concussions. Search Skate Canada Concussion.
- Skate Canada Safe Sport Website. Skate-Safe.ca – If you believe you have any issues that are against a safe sport please review to the Safe Sport website and report when necessary.
- Skate Canada has lots of great resources on EDI on their website. We encourage everyone to check them out.
- attend this important LTD presentation and how the Skate Canada LTD may impact skating in BC.
- Ice Summit/Skate Canada AGM-will be held in person this year May 25 to 28 in Quebec City. There is an election so please ensure all clubs and coaches register to vote. Coaches have a vote a Skate Canada AGM
- There are also workshops being presented as part of the ice summit.. There is something for coaches, parents, officials and Board members.
- Canskate Refresher – Will be held in Burnaby in September, the date is still TBD, the cost will be \$60, we are working to get a preferred rate at Delta Burnaby.
- Reminder to follow the Dispute Resolution process. Try and work it out at the club level. If that doesn't work go to your Region Chairman ,then if that is not successful contact the Section Office.
- Reminder to submit Thin Ice Articles to Haley. Next Deadline is June 15.
- Routinely check to make sure your coaches are in good standing with Skate Canada. This can be done at any time throughout the year and a coach's status can change at any time. Coaches whose Good Standing status expires are not covered by insurance.
- Always Check [www.skatinginbc.com](http://www.skatinginbc.com) website for the most up to date information.

h) Members Question & Answer Period

Question on the Dates of Competitions.

- The 2022/2023 Schedule is now posted on the skating in BC website

Question regarding the upcoming BC Winter Games qualification

- Danielle Williams – The Section is in contact with Winter Games regarding the upcoming winter games and what the requirements will be for qualifying.

23) Next Meeting – Scheduled for January 14, 2023 @ 7:00pm (PDT) 8:00pm (MST)  
CNCR is looking at possibly a later time, depending on the competition schedule

24) Adjournment – Motion to adjourn – Tamara Ward, Amanda Ward seconded.

# REPORTS

## 2022/2023 SAGM CHAIR'S REPORT

- Angela Tremblay

With the start of our 2022-2023 season, we embarked on the "new normal" as jurisdictions continued with dropping their COVID-19 regulations and the plan for live competitions returned. As our region covers such a vast land area, we have often been caught between the desire to provide live opportunities for our skaters and keep it cost effective for skaters and clubs. With that in mind, the BC/YT Section had allowed for us to host Kla-How-Ya as a virtual event based on the remote location of the host club Prince Rupert Skating Club, while maintaining that CNC Regionals would be hosted in Williams Lake and Totem Championships would be hosted by Mile Zero Skating Club in Dawson Creek.

The learning curve continued for myself and our Board, as many of us were taking on new roles and responsibilities throughout the Region. I will be the first to admit that the planning of Kla-How-Ya was challenging and sometimes frustrating, as there was a lack of communication between the Region Board, the Section, and the host club that hindered the efficiency and efficacy of the planning process and created very rushed registration and scheduling. This event was to be our only virtually-officiated event with live skating, but what we expected based on last season's Kla-How-Ya competition changed and we were not prepared for it. Based on the experience, Prince Rupert Skating Club helped our Board make recommendations for planning the upcoming competitions for the rest of the season so that we were able to learn from our challenges and improve upon the timelines and planning for CNC Regionals and Totem. My sincerest thanks to Prince Rupert Skating Club executive, coaches, and volunteers, and our Board members who were working on putting the announcement and registration together for their patience, hard work, and willingness to take on such an event amidst the last minute scrambling that we had to do. It was not an easy task and I truly appreciate how much everyone was able to "roll with the punches"!

As we look forward to the rest of our season, we tried to incorporate what we had learned from Kla-How-Ya in order to facilitate the registration roll-out for CNC Regionals and Totem. Even then, the coordination between our Board and the Section took a lot of time and, although we had hoped to get CNC Regionals registration out in a more timely fashion, we ended up having to wait for approval for longer than we had anticipated. In discussions with Danielle Williams, the BC/YT Section will be creating a schedule of deadlines for the 2023-2024 competition season to ensure that adequate time is provided for regions and the Section to create, approve, and post the announcements with enough time to limit rushed registration and turn-around for scheduling.

I hope that I am doing the Region justice as I continue learning this new role and would hope that if you have questions, concerns, or suggestions that you be comfortable approaching me so that we can address them. Please also feel free to connect with me or other Board members about the assessment sessions, seminars, and other club-goings-on to keep us updated as to what is going on in your world.

Respectfully Submitted By:

Angela Tremblay, CNC Region Chair

## **CNCR COMPETITION ADVISOR & TECHNICAL ADVISOR SAGM REPORT**

– Cynthia Medeiros

I would say it has been a very bumpy road for competitions this season and with many of the volunteers (including myself) involved being very new to their positions there is room for improvement. Moving forward it has been communicated that the BC Section will be setting deadlines and lead times for announcement approvals. Much of what we do requires approvals from the Section before we can put announcements online and open registration. Once the registration is completed we also have to wait for the Section to send us a schedule for the competition. Regardless of whether the Section implements these guidelines we are already working on guidelines regarding this moving forward. Stacy (Registrar) and I have worked very hard to make sure that the events on Karelo match what is in the announcement and the information/wording that coaches use as a guideline. The Karelo registration system is still something that is quite hard for parents to work with when registering skaters. The system won't allow you to register all at once if you have too many attachments or too many events. When there is a problem with registration it often reverts information back to the older version and creates problems when someone is trying to register. We are working through these issues and will work towards making the system better or exploring options for the coming season. I am working with host clubs and board members to update our Competition Manual so the information in there is correct, relevant and easy to find. At this stage a rough draft has gone out to host clubs for feedback and we should have the final version for next season. I am hopeful that we see a big improvement in our competition process in the coming season.

Yours in skating,  
Cynthia Medeiros  
Cariboo North Central Region

## **CNCR COMPETITION REGISTRAR SAGM REPORT**

– Stacy Flotres

We are very glad to be back in person with our competitions and giving our skaters a chance to share these exciting experiences. There have been many road blocks with registration and technology, one being myself learning the requirements of this position and the changing requirements coming from section. We have many people working with Section to ensure that host club and each club in our region has the most up to date information, I understand the difficulty when something has changed and I appreciate all of the support from the coaches and parents who helped provide information at the last min. I have been looking into what other regions have been using for registration programs and how they are working for them. All the details and comparisons will be presented to the board at their next meeting for consideration.

Thank you for your patients and quick responds to my emails.

### **Videography**

We have an HD Camera and equipment needed to provide a single online streaming or high definition recording. This equipment was provided by section (I believe through a Covid Grant). At this time, we have continued to use this equipment at Kla-How-Ya events, due to their remote locations, Section has continued to utilise on-line judging for this event.



Now that virtual competitions are not the primary focus, the Region can look at further opportunities to utilise this equipment. If you are interested in how this equipment works or want to learn how to use it, please contact your area rep or the Region.

### **CNCR COACHES REP SAGM REPORT**

-Marilyn Kreuzinger

Things are finally getting back to normal, for both testing and competing which is great. I know that several Clubs have held Test Days which is great.

I know the skaters are excited!

Just a note on Totem for the Coaches - It will be a pretty busy weekend for Coaches - between the 2 rinks.

Please try and make sure your skaters are ready for their events - with time to spare!

Also a reminder that you must have your Skate Canada Accreditation with you at all times.

Only Coaches who are Certified are allowed in the Coaching Area - no parents are allowed.

If you have questions, please email me (kreuzfam@gmail.com) and will certainly try to help you....

Respectfully submitted

Marilyn Kreuzinger

### **CNCR DATA SPECIALISTS REP SAGM REPORT**

Jeanien Carmody-Fallows

The 2022/2023 skating season has continued to use remote officiating for some skating competitions including Klahowya, with a lot of the paper work and logistics being coordinated through the Section Office, and reliance on the host club for posting skating orders and results in the arena. And the CNCR will return to live officiating with Regionals and Totem this year. We continue to learn and improve with each event that we host. We

We still need more data specialists in the Region, so please consider joining the data specialist group.

Respectfully submitted,  
Jeanien Carmody-Fallows  
Data Specialist Rep

### **CNCR JUDGES BUREAU AND STATS REP SAGM REPORT**

-Angela Tremblay

Big news arrived at the beginning of the season in that regions are no longer required to keep statistics regarding the assessment sessions and pass/retry rates during those sessions as the data is considered electronically created and kept by Skate Canada. This means that club assessment coordinators no longer have to collect statistics for the assessments held in their club and forward them to me, nor do I need to file them away for years and years!

With that in mind, I would still love to know how often clubs are having assessment sessions, whether virtually or in-person. I know that assessment sessions continue to be held virtually throughout our region and I've had the opportunity to attend both as an observer learning the virtual assessment process and as the assessor for that session. It is quite a different experience for officials to be assessing on a video and I'm sure it's quite different for the skaters and coaches as well!





The process for arranging assessment sessions still goes through Haley at the BC/YT Section office (haley@skatinginbc.com) so please keep making your requests through them. I know some clubs have attempted to put in requests and find that the wait-time is quite long before they receive a response or can get a session scheduled. This is unfortunate, but as an official, I also know that there are only a handful of us doing virtual assessments, much fewer than the number of us that did in-person assessments prior to COVID. Please be patient and keep trying if you are in fact waiting for a response.

Lastly, some questions have been asked about incorporating in-person assessment days again. This is indeed a possibility, but the Section has asked that requests still be made through their office. At the end of the day, as I'm the only assessor in CNCR (and I don't even live in the region at this time), the Section would have to coordinate an assessor anyway. For assessments, you can definitely combine clubs – and you can also combine clubs for virtual assessments – in order to best meet the needs of the skaters while keeping costs down. I'm curious about what clubs would think about re-introducing in-person subsidized centralized assessment session on a rotational basis in each area like we did prior to COVID. Your thoughts and ideas on this would be appreciated and can be communicated to me by email.

Respectfully submitted,  
Angela Tremblay

### **CNCR JUDGES TRAINING SAGM REPORT**

-Angela Tremblay

Considerable changes have been made to the STAR 1-4 assessor pathway (for competition), which now includes the completion of e-learning modules and a pre-course knowledge check prior to the in-person or virtual training seminar. After that, candidates would complete the Respect In Sport e-learning as well as be assessed on their role on a minimum of 4 STAR 1-4 event panels in order to be recommended for promotion as a STAR 1-4 assessor. The pre-requisites for this STAR 1-4 assessor training remains two-fold: candidates must be 16 years of age or older AND must have passed two STAR 5 assessments or one STAR 6 assessment in any discipline.

As always, if you know someone who might be a good fit as an official, please pass along their name/contact information.

Respectfully submitted,  
Angela Tremblay

### **CNCR LIAISON – NORTH AREA SAGM REPORT**

-Stacy Flotres

I have nothing to report on this position but would like to welcome Hudson Hope as their own club in the CNC Region.

As the North Area Rep, I would like to let you know that I have experience with Non-Profit programs and managing boards. Feel free to contact me if you have question, I am happy to help.

### **CNCR LIAISON – SOUTH/CENTRAL AREA SAGM REPORT**

-Lynne Dunn

I do not have anything to report for this position. Clubs are welcome to reach out if they have any questions.

### **CNCR LIAISON – WEST AREA SAGM REPORT**

-Cynthia Medeiros

Most of the West Area clubs and skaters are able to get on the ice early with successful summer skating schools. It is nice to see that the skaters in our clubs have the opportunity to start their season earlier and prepare for the early competitions.

The Prince Rupert club hosted an in person KLA HOW YA competition with virtual judging. This growing club did a great job of pulling together their volunteers to make the event a great success. With more events next season for the younger skaters we hope to see an increase in numbers moving forward.

Most clubs seem to be taking advantage of the virtual assessment days. Being able to hold a virtual assessment day really keeps the cost of the test days down for our skaters as we are in such a remote location.

We look forward to seeing what the coming year has to offer this area.

Yours in skating,  
Cynthia Medeiros, West Area Rep  
Cariboo North Central Region

### **CNCR SKATERS DEVELOPMENT SAGM REPORT**

-Amanda Thomas

This year has been the first year clubs have started to host seminars since Covid limited activities back in 2020. Prince George Figure Skating Club hosted a seminar September 17 & 18 with Zdenek Pazdirek as the moderator. I look forward to seeing more clubs hosting seminars in the upcoming season.

Thank you  
Amanda Thomas  
CNCR Skater Development Rep.

### **CNCR ADULT/SYNCHRO REP SAGM REPORT**

-Andrea Tarkington

During the 2022 season synchro was allowed to take place again within clubs. Competitions for synchro were being held both virtually and in person put on through the Section. These took place in the spring. There were changes made to the structure of synchro this year to fall in line with the Star system. Star 3 and 4 categories were added to competitions to try and get more interest in synchro skating.

Neither Kla-How-Ya or Regionals had any synchro teams entered but Totem has 8 teams entered. 2 in Star 3, 4 in Star 4, 1 Star 8 and 1 Adult 2.

In December, the Mile 0 FSC club took 3 synchro teams to compete in Calgary at the Rosebowl competition and came home with 3 medals! The Star 4 team took first place, and the Pre Novice (Star 8) team took third and Adult 2 took silver.



Adults were allowed to train again in clubs without the Covid-19 restrictions of last year. The section allowed both virtual and in-person competitions for adults this year. This culminated at the Super Series final in Kelowna in March.

For the 2022/2023 competition season there were no adult entries at either Kla-How-Ya or Regionals. Totem competition has 6 adults registered in various events as well as an adult synchro team.

### **CNCR WEBSITE/FACEBOOK REPORT**

-Cynthia Medeiros/Amanda Thomas

This summer I began to overhaul the CNCR website. It's been a slow process but coming together. This last month I have added the updated policies and terms of reference and assessment forms. If you have any recommendation for what you would like to see on the website, please email me at [amandathomas.skate@gmail.com](mailto:amandathomas.skate@gmail.com)

Thank you

Amanda Thomas

CNCR Website maintenance

#### Facebook

It seems that every club has their own facebook page and we have tried to share some posts that are relevant to the Region on our facebook page. We would LOVE to post things about your club to our page and have as much excitement as we can built up to really send a shout out to the entire CNCR. If your club has anything to post that is relevant to other clubs in your area or the region please message the CNCR facebook page and we would love to share them. Items might include: Seminars, Test Days, shout outs about skaters attending Regional, Provincial or National Competitions, skaters passing Gold Tests etc...

Here is an excerpt from our policy:

Yours in skating,

Cynthia Medeiros, Facebook/Thin Ice

Cariboo North Central Region



## ACTIONS OF THE BOARD

MEETING HELD: Via: Microsoft Teams

MEETING DATE: May 14 & 15, 2022 @ 7:00am (PDT)

### ATTENDANCE:

Marilyn, Andrea, Stacy, Cheryl, Tamara, Amanda, Angela, Lynne, Cynthia, Jeanien

12:30 lunch, finish by 5:00

**MOTION** to Approve minutes from the March 15, 2022 board Microsoft Teams Meeting.

-Tamara, Amanda seconded, carried.

**MOTION** to Amend the Agenda with Flexibility to Change. -Tamara, Stacy seconded, carried.

**MOTION** to Allow Adhocs a voice, but no vote at all CNC Region general meetings during the 2022/2023 skating season. – Amanda, Tamara, Carried.

### Board Appointments:

- |  |                            |
|--|----------------------------|
| a) CNCR Competition/BC Winter Games Advisor    | - Cynthia                  |
| b) CNCR Competition Registrar                  | - Stacy                    |
| c) Competition Technical Advisor<br>(assisted) | - Tamara, Stephanie Auston |
| d) Data Specialist Rep                         | - Jeanien                  |
| e) Fundraising Rep                             | - diarized.                |
| f) Judges Bureau & Stats Rep                   | - Angela                   |
| g) Judges Training Rep                         | - Angela                   |
| h) Liaison – North Area                        | - Stacy                    |
| i) Liaison – South/Central Area                | - Lynne                    |
| j) Liaison – West Area                         | - Cynthia                  |
| k) Skaters Development Rep                     | - Amanda                   |
| l) Synchro/Adult Rep                           | - Andrea                   |
| m) Website/Facebook                            | - Amanda/Cynthia           |

**MOTION** to accept financials as presented, Cheryl, Tamara seconded, carried.

### 1. CNCR schedule for 2022/2023

- a) COMPETITIONS - Entire Board
- Kla-How-Ya - Prince Rupert FSC – Dec 2 - 4, 2022
  - Regionals – Williams Lake FSC – Jan 20-22, 2023
  - Totem – Mile Zero FSC – Feb 10 - 12, 2023

**MOTION** - The Region will collect 17% of the net income due to the club after expenses (CNCR, Section, expenses etc) are deducted. - Cheryl, Tamara seconded. – Carried.

- Production Fees (camera person, travel, hotels, gift card) – minutes from Dec 19/21 meeting regarding motion & notes. – this will only apply to virtual competitions.
  - \$3 per event covers the camera equipment and production
  - expenses for camera person(s) will be additional for host club

### 2. Policies Review - Entire Board

Changes to policies are noted below.



- BC WINTER GAMES  
BC Winter games will be in Vernon, March 2023.  
**CHANGE** – Zone Coach(es) will be selected by the Coaches Representative and **Competition Advisor**.  
**CHANGE** - The chaperone will be selected by the Competition Advisor and **the Coaches Representative**
- COMPETITIONS WITHIN CNCR  
**CHANGE** - **The Region will collect, in lieu of fundraising, 17% of the net income due to the club after all expenses are deducted.**  
**CHANGE** - The Region computers and data specialist supplies must be used at all **live** competitions in the Region and will be charged at **a rate of up to \$500 per competition**  
**CHANGE** – **If a camera person is required (live skating with remote officiating), expenses will be covered by the host club of the competition following the CNCR expense claim form for transportation, hotel, and meal per diems. In addition, the honorarium for camera person(s) at a CNCR competitions will be up to \$100 per day worked.**
- CNCR SCHOLARSHIP  
**CHANGE** – Applicant’s achievements in skating including assessments, competitions, **courses with dates**, and **future** dedication to Skating.
- DEVELOPMENT SEMINAR SUBSIDY  
**CHANGE** - ~~If Item 1 and 2 are equal clubs that have participated in Region Fundraising will be given higher consideration for funding.~~  
**CHANGE** ~~If all of the above are equal the names of the clubs will be put in a hat and two names will be pulled out. The first name will be awarded the seminar and the second name will be the backup club in case the first club cannot host.~~  
**CHANGE** - The Host Club must send out their invitation to their entire **area** Region through the group club e-mail that is sent out by the Region Chair to assure the invitation goes out to all the clubs in **their area** ~~the Region~~.
- EXPENDITURES AND REVENUE  
**CHANGE** - Board of Directors mileage is ~~\$.48~~ **\$.52** per km effective **May 14, 2022** and per diem meals\* as follows: \$12 for Breakfast, \$15 for lunch and \$23 for dinner
- STAR ASSESSMENTS DURING COMPETITIONS  
**CHANGE** - Only after the competition schedule has been finalized and the judges are in place, will the clubs be notified **by the Competition Registrar**, if their application for assessments will be accommodated.
- TRAVEL EXPENSES – BOARD OF DIRECTORS  
**CHANGE** - Mileage will be reimbursed at the rate of ~~\$0.48~~ **\$0.52** per km traveled effective **May 14, 2022** ~~March 31, 2017~~.
- CNCR WEBPAGE/FACEBOOK  
**CHANGE** – corrected typos.
- **NEW** - CNCR Camera equipment –
  - Added Camera Person to the Competitions section
  - Discussed the idea of renting/loaning equipment to clubs for their events to stream events and do their own production.
- PROTECTION OF PRIVACY (NEW)

The CNC Region follows the Privacy Policy adopted by Skate Canada.

The CNC Region is committed to protecting the privacy of any personal information you may provide. Any further use of the personal information you give us will be in accordance with the federal Personal Information Protection and Electronic Documents (PIPED) Act.

The CNC Region web site does not automatically gather any specific personal information from you, such as your name, phone number or e-mail address. We only obtain this type of information if you supply it by sending us an e-mail. All information voluntarily sent to the CNC Region, by e-mail, feedback form or other means becomes the property of CNC Region. The CNC Region does not sell or distribute any personal information.

**MOTION** to adopt the changes to the policies as outlined above – Tamara, Stacy seconded, carried.

3. Terms of Reference Review - Entire Board
  - a) Treasurer  
CHANGE - Files the Society Reports yearly and obtains the letter of good standing.
  - b) Coaches Rep  
CHANGE - Works with the Competition Advisor to select the Zone 7 and Zone 8 BC Winter Games coaches and chaperone and passes that selection onto the Region Chair
  - c) Competition Advisor  
CHANGE - With the Coaches Representative, selects the zone coach(es) and secures Zone chaperone for BCWG, if needed and ensures that the chaperone has the Respect in Sport and Commit to Kids courses completed.
  - d) Fundraising Rep – position is not filled – but will remain in terms of reference  
**MOTION:** to adopt changes to the terms of reference as outlined – Tamara, Amanda, carried.
4. Budget Review - Entire Board
  - o Based on the 2019/2020 season (last year of normal skating)  
**MOTION** – to reduce the CNCR levy from 17 to 12% and amend the policy to reflect this change. - Tamara, Stacy, carried  
**MOTION** to accept the budget as discussed and finalized at the meeting – Cheryl, Tamara seconded, carried
5. Board Meeting Dates for The 2022/2023 Season: - Entire Board
  - a) Board Conference Calls – Tuesdays at 7:00 p.m. Pacific Time
    - October – October 18<sup>th</sup> – 7:00 p.m.
    - December – December 6<sup>th</sup> – 7:00 p.m.
    - March – Feb 28<sup>th</sup> - 7:00 p.m.
  - b) SAGM – Friday, January 20, 2023 of CNCR Regionals Competition – at 8:00 p.m. depending on the schedule.
  - c) AGM/Planning Meeting – May 13 & 14<sup>th</sup>, 2023

MEETING HELD: **Via Microsoft Teams**

MEETING DATE: October 25<sup>h</sup>, 2022

ATTENDANCE: Jeanien, Angela, Cheryl, Tamara, Andrea, Lynne, Amanda, Cynthia

**MOTION** to amend the agenda with flexibility to change.



- Tamara, Cheryl, Carried

**MOTION** to approve minutes from the May 14<sup>th</sup> & 15<sup>th</sup> Microsoft Teams Planning Meeting.

- Tamara, Lynne, carried

- o Correction to spelling of Klahowya under finances

**MOTION** to accept Financials as presented – Cheryl, Amanda, carried.

MEETING HELD: **Via Microsoft Teams**

MEETING DATE: December 6th, 2022 @ 7:00 p.m. PST/8:00 p.m. MST

ATTENDANCE: Marilyn, Amanda, Stacy, Cheryl, Tamara

REGRETS: Andrea, Lynn, Cynthia

**MOTION** to amend the agenda with flexibility to change. – Amanda, Tamara seconded, carried.

**MOTION** to approve minutes from the October 25th Microsoft Teams Board Meeting.

- Tamara, Amanda seconded, carried

**MOTION** to accept financials as presented – Cheryl, Stacy seconded, carried.

## FINANCIALS SAGM REPORT

- ATTACHED

## ELECTIONS

CNCRegion Board Elections

- Director 1 yr. term
- Director 2 yr. term
- Director 2 yr. term
- Secretary
- Treasurer