

**Squash NWT AGM minutes**  
**Wednesday, January 10, 2018**

**1. Call to order**

Spider Jones called to order the annual general meeting of the Squash NWT board at 7:05 P.M. on January 10, 2017 at Sport North boardroom, Yellowknife, Northwest Territories.

**Roll call**

Present: Spider Jones, Jeff Hipfner, Garrett Hinchey, Devin Madsen, Melina Turk, Ken Landa, Cathy Tumooh, Chris Edwards, Darcy Milkowski, Arthur Taylor (phone)

**Adoption of agenda**

Board agrees unanimously to adopt the agenda as presented.

**2. Previous AGM meeting minutes**

*Garrett moves to adopt the previous AGM meeting minutes. Jeff seconds. Motion carries unanimously. Minutes adopted.*

**Business arising from 2017 minutes**

Sara Nesbitt was identified as a potential manager for the 2019 Canada Winter Games. She was not interested. However, Melina Turk has accepted the squash pro position at the Racquet Club and can take on the role.

Spider has not followed up on looking into strategic planning sessions for the board.

Insurance: Spider has looked into insurance policies and has spoken with other sport groups about their policies. This is on the agenda for later in the night.

Constitution and by-law changes: Garrett has made suggested changes and sent them to the board. Will re-send following the meeting.

Website and social media update: Jeff will provide an update later in the meeting.

**3. Opening of nominations**

**4. Nominations to Board of Directors**

One member of the board was nominated to each position on the board of directors. These nominations are presented in the following format: Office: name - nominated by. Officers were nominated in the order presented below.

- President: Spider Jones - Jeff
- Vice President: Melina Turk - Garrett
- Treasurer: Jeff Hipfner - Devin
- Secretary: Garrett Hinchey - Jeff
- Director at large: Arthur Taylor - Garrett
- Director at large: Ken Landa - Jeff

All nominated board members accepted their nominations.

## **Reports**

- **President's report**
  - Spider attached a report to the meeting materials sent to MACA that outlines our membership and activities from the previous year.
  - Now that the funding model has changed, TSOs have a lot more leeway to do what they want with the money allocated. However, Spider highlighted his concerns about following the spending guidelines by the end of the 3 year funding cycle.
  - Year highlights: We sent a strong delegation to the Men's Team National Championships this past year. Melina Turk was installed as the new squash pro at the Racquet Club.
  - Spider noted that the board is pretty settled in how we operate but that we didn't really push forward last year. He's hoping to see more innovative thinking this year ("No More Status Quo").
  - Our application to MACA was strong and resulted in a significant increase in funding for the organization.
- **Fort Smith club report**
  - Arthur Taylor gave an update on activities at the Fort Smith club.
  - The biggest highlight for their season has been a strong increase in youth participation in the sport.
  - Goal last year was to have all the equipment needed to properly run the club: with the help of grant money, this has been achieved.
  - The club brought two juniors to the Avery Cooper Junior Tournament in Yellowknife. They planned to attend again this January, but the tournament fell on the same weekend as Arctic Winter Games trials for multiple sports.
- **Yellowknife club report**
  - Melina Turk gave an update on activities at the Yellowknife club (the Racquet Club).
  - The territorial championships were well attended and were again a success.

- We've seen strong casual interest in squash at the club since Melina took over, and an increase in the amount of new players.
- There is a lot of interest in weekly programming: league, Thirsty Thursday, and Squash HiiT.
- The junior program is going strong. Juniors train on Saturdays, in addition to on-court staff. We've seen a surge in travelling junior players (9 are planning to attend PNWs this year, up from 3 last year).
- **Inuvik club report**
  - No member of the Inuvik club was available to give an update. This will be completed at a later date.
- **Officials report**
  - Jeff gave an officials update.
  - Jeff continued his training toward his provincial certification this past year by travelling to junior nationals as an official. He is one event away from being certified as a provincial official, and then he will work toward an assessor certification, which will allow us to certify officials in the NWT without bringing in an out-of-province delegate.

## 5. Financial report

Jeff gave an update on the financial situation of the organization. He presented financial statements and a draft budget.

The books for this year are basically balanced at this point. The organization is in strong financial shape with a lot of money in the bank.

The bulk of our money spent in the previous year was on competition travel for both junior and travelling adult players. A significant amount of money was also spent on bringing in visiting coaches, as well as player and referee development.

A new line in the draft budget has been added. The new line is meant to create a small pot of money to help subsidize the raise in costs for the Racquet Club's junior squash program in Yellowknife. A discussion of how to use these funds will follow later in the meeting.

*Garrett moves to accept the draft budget. Spider seconds, motion carries unanimously. Draft budget accepted.*

Jeff also suggested changing the organization's year end from June 30 to March 31, in order to be in line with MACA funding cycles. This change would kick in starting in the 2019/2020 fiscal year.

*Action item: Garrett to add proposed year end change to suggested changes to Squash NWT constitution.*

## 6. New business

- Policy adoption for insurance purposes

Spider presented a discipline and complaints policy and an inclusion policy to the board for consideration. Both policies were suggested by a lawyer who specializes in sport. The policies were suggested as good practice but are also needed for insurance purposes.

The policies are similar to Squash Alberta's and board discussion followed of the two policies.

*Jeff moves to accept the two policies as presented, and to also explore additional policies with the lawyer. Devin seconds. Motion carries unanimously.*

- 2019 Canada Games update

Melina updated the board on the 2019 Canada Games team. The training team's regimen has been amped up, and players are expected to put in 3 hours on court with coaches per week, as well as 1 hour of fitness training with Devin, a solo session, and a match. They are also required to attend 2 out of town tournaments a year, and to log court time in a journal. For the most part, these requirements are being met.

Spider said that formal coach appointments need to be finalized, and suggested striking a committee to lead advertising criteria and selection. Garrett volunteered to take a look at criteria.

*Action item: Garrett will talk with Spider to begin the process of coach selection for the 2019 Canada Games.*

- Communications/Website/Social media

Jeff and former board member Dave Heffernan were supposed to work on updating the organization's online presence and plan a communications strategy, however, Dave resigned from the board.

This fall, Jeff updated the website to give it a cleaner look, and also created a Facebook and Instagram page for the organization. He asked for help to determine how to best use these tools.

*Action item: Garrett will speak with Jeff to figure out how he can support him with online communications.*

- Parents committee

Jeff raised the idea in starting a parents committee through the board - helping organize fundraisers and coordinate logistics for events.

Ken said that he didn't see a need for a formal committee and remarked that fundraising efforts could be coordinated on an as-needed basis. Cathy said the formal aspect of a committee might scare away potential volunteers.

The board agreed to revisit fundraising efforts on an as-needed basis.

- Cost of junior squash in Yellowknife

It was pointed out that costs of the junior squash program at the Racquet Club in Yellowknife have increased significantly this year, and juniors are being priced out.

The board spoke about how to use their money to help subsidize the cost for interested players.

It was suggested that the board look at subsidizing individual aspects of the program (such as the training sessions by the personal trainer at the Racquet Club) and also look at individually assisting players based on financial need with money allocated for player development (squash camps).

*Action item: Garrett, Jeff and Ken to collaborate on a proposal and present to the board before speaking with Racquet Club management.*

- Canadian teams: NWT representation

It was noted that our team has not yet been selected for the men's team national championships which take place in February.

Melina agreed to approach potential representatives in line with Squash NWT's policy on team selection.

- Criminal record checks for NWT coaches

Spider noted that there is a policy in place for this within the Squash NWT organization, but the board has not been diligent about enforcement. He recommended checks be done annually.

A discussion then ensued on how the policy can be enforced. Jeff suggested that a line be added to the policy saying that those who do not get criminal record checks can not represent NWT squash as coaches for tournaments or sanctioned events such as lessons or clinics.

*Spider moved the board enforce the past policy to have criminal record checks done for any NWT Squash-sanctioned squash coaches and travelling volunteers annually by September 30, with Jeff's line added. Garrett seconds. Motion carries unanimously.*

- Signing authority

It was noted that with the departure of Brent Hinchey and Ozzie Vallejos from the board, there are only two board members (Jeff and Spider) with signing authority.

*Jeff moves that Garrett Hinchey and Ken Landa be added as signing authorities for the Squash NWT bank account. Melina seconds, motion carries unanimously.*

### **7. Close of nominations**

Nominations for board members were officially closed. With one nominated member for each board position, all members were acclaimed with no dissent from those present.

President: Spider Jones

Vice president: Melina Turk

Treasurer: Jeff Hipfner

Secretary: Garrett Hinchey

Director-at-large: Arthur Taylor

Director-at-large: Ken Landa

### **8. Date for next AGM**

The next AGM date was tentatively set for September 19, 2018.

### **9. Adjournment**

Chris Edwards moved to adjourn the meeting. Meeting adjourned at 9:39 p.m.