

# ASA Board Meeting – Minutes

Wed. May 15, 2019 @Markin MacPhail Bldg, Excel Room

6:30pm-8:00pm



Start time	Subject Matter	Person leading	Action Items
<b>Present:</b>	<b>Mike Choi, Corri-Lynn Deitsch, Colleen D’Hondt, John Fair, Stacey Hicks, Jeff Jarvis, Chris Lewis, Wes Miskiman, Michael Riddell, Shelley Spackman, Board Observers:</b>		
<b>Absent:</b>	<b>Bob Duszynski, Nigel McCreary,</b>		
<b>6:30pm (10 min.)</b>	<b>Call Meeting to order.</b> Motion to open meeting: John Fair Motion seconded by: Mike Choi Carried: Unanimously.	<b>Jeff Jarvis</b>	
	<b>Discussion re Agenda.</b> Motion to approve Agenda: Chris Lewis Second: Wes Miskiman Carried: Unanimously	<b>Jeff Jarvis</b>	
	<b>Discussion re last meeting minutes.</b> Motion to approve last meeting minutes: Corri-Lynn Deitsch Motion seconded by: John Fair Carried: Unanimously.	<b>Jeff Jarvis</b>	
<b>Scheduled Board Agenda Items:</b>			
<b>6:40 pm (5 min.)</b>	<b>Review Outstanding items from last meeting</b> <b>Notable discussion points:</b> <b>All items done or on time.</b>  <b>Financial Update:</b> <b>Financial status is on track with budget to date.</b> <b>Chris’s focus moving forward will be asking operations to point out is <u>differences</u> between projected and actual amounts.</b>	<b>John Fair</b>  <b>Mike Choi</b>	
<b>6:45 pm (10 min.)</b>	<b>For Discussion and Approval:</b> <b>Volunteer Bond</b>  <b>Notable discussion points:</b> The goal is to run at break-even.	<b>Shelley / Stacey</b>	

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	<p><b>Succession Plan:</b>  <b>Notable Discussion Points: We must communicate the needs of the board for new members at the AGM.</b></p>		<p><b>Action: Prepare a report for the AGM</b>  <b>Person responsible: Chris Lewis</b>  <b>Deadline: Next meeting.</b></p>
<p><b>6:55 pm (30 min.)</b></p>	<ul style="list-style-type: none"> <li>Financial Policies and Procedures</li> <li>Expense Procedures</li> </ul> <p>Notable Discussion Points:</p> <p>Motion to approve the financial and expense policies as presented by Colleen: Chris Lewis                  Secoded: Jeff Jarvis                  Carried unanimously</p>	<p><b>Colleen</b></p>	<p>:</p>
<p><b>7:25 pm (20 min.)</b></p>	<p><b>Discussion: Board member review</b></p> <ul style="list-style-type: none"> <li>Strategy to review and improve contribution from each individual Board Member.</li> </ul>	<p><b>Chris / Jeff</b></p>	<p><b>Action: Do personal reviews and send to Chris.</b>  <b>Person responsible: All BOD members</b>  <b>Deadline: Next BOD meeting.</b></p>
<p><b>7:45 pm (10 min.)</b></p>	<p><b>AGM Planning</b></p> <ul style="list-style-type: none"> <li>Board member attendance if possible is requested</li> <li>Bylaw changes needed:                             <ul style="list-style-type: none"> <li>-Changing financial year end to June 30</li> <li>-Changing nomination process for board members in alignment with CSA policies</li> </ul> </li> <li>Board recruitment strategy</li> <li>Present policies, policy inventory, governance, and performance bond details</li> </ul>	<p><b>Chris</b></p>	
<p><b>7:55 pm (5 min.)</b></p>	<p><b>ED Update</b></p> <ul style="list-style-type: none"> <li>Xgames, World Cups, and Progression Park updates:                              There will be both a SS and HP World Cup event (Ski and Snowboard) in Calgary in February, and X-Games in early March.                              The progression park is delayed by development permit approval at City Hall. The park opening will be delayed a few months to Fall 2020.</li> </ul>	<p><b>Stacey</b></p>	

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<p><b>7:55 pm</b> (5 min. only if necessary)</p>	<p><b>Parking Lot –</b> Governance policies still need to be completed.</p> <p><b>Strategic Planning Session: To be held June 21/22.</b> Details TBA.</p> <p><b>Next Meeting Date: Was to be Wed. June 19, 2019 but will be cancelled in lieu of the Strategic Planning Session.</b></p>	<p><b>Jeff</b></p>	<p><b>Action: Update our policies in accordance with CSA when CSA has finished theirs.</b> <b>Person Responsible: Governance committee</b> <b>Deadline: Asap</b></p> <p><b>Action: Organize the planning session.</b> <b>Person Responsible: Chris Lewis</b> <b>Deadline: June 7,2019</b></p>
<p><b>8:00 pm</b></p>	<p><b>Adjourn</b> <b>Motion to Adjourn by: Michael Riddell</b> <b>Seconded by: Wes Miskiman</b> <b>Carried: Unanimously</b></p>		