

WOODSTOCK BADMINTON CLUB

BOARD MEETING MINUTES

August 6, 2013

Location: 253 Fairway Rd.

Dave Truscott offered his welcome and called the meeting to order at 7:00 p.m.

Present: Carol Bossenberry, Wendy Clement, Ron Cougler, Drew Fallowfield, Darlene Hull, Nancy Shaw, Bob Trowhill, Dave Truscott

Regrets: Erik Kendall, Kevin Cougler

Additions to Agenda- none

1. Approval of Minutes of July 9, 2013.

Motion to accept minutes made by Wendy, seconded by Drew.

Business Arising- Ron reported the Signing Officers are now all set up at the bank. Our Line of Credit should be approved shortly.

2. President's Report

Standing in for Kevin, Dave offered kudos to Kevin for all his hard work. There is recognition and appreciation for the time and energy Kevin devotes to the development of the WCB in such a variety of different ways. All Board members concurred.

3. Treasurer's Report

Review of forms supplied by Ron: Budgeted Income Statement, Balance Sheet as of 31/07/13, Comparative Income Statement, Bank Reconciliation as of July 31, 2013 (\$28,425.05). Wendy requested an additional report: current month/year to date. Ron moved to have this report accepted, seconded by Drew, passed.

4. Renovations Committee Report

Progress is well underway with much of the painting done, floors to be laid then baseboards. Offers of help have come in from some members; Drew will continue to advise when/ where extra hands are needed.

Reports from other Directors/Standing Committees:

5. Finance

Ron advised the Finance Committee is now set up, includes himself, Dave and Keith Murray. A focus will be on the Budget Income Statement, to estimate accruals, set targets and adjust over time. The 6 Financial Goals are: 1. To Increase Membership 2. Adopt a Special Fundraising Project 3. Keep Mining for Grants 4. Look for Corporate Sponsors 5. Reduce Expenses 6. Monitor Budget and Actual Variances. Their next meeting is August 14, 2013.

6. Governance

Members Carol, Wendy, Russell, Ron will meet weekly to review our Constitution and make recommendations. Next meeting is August 15, 2013.

7. House

Drew will be ordering kitchen supplies for upcoming season. Additional items to be considered as the renovations are completed.

8. Junior Program

Bob and Darlene will work together to further develop the youth program. Facilitated through good networking, Bob feels their goals are ambitious but achievable.

9. Maintenance- deferred.

10. Membership

Wendy notes membership renewals typically start in late September. In preparation, older forms have been converted to a more workable format. Discussion about waivers; Dave to share a sample waiver and encourage training of board and openers as to how to get a waiver signed. To be reviewed.

11. Publicity

PR proposal from Heart FM reviewed. Discussion about the message we want to send and the timeliness of this effort, given our Registration/Open House is soon. A motion to accept was made by Drew for Kevin in his absence, seconded by Wendy. Members of the Publicity Committee will follow up with Heart FM.

Ron noted our additional outdoor sign should be up this week.

Ron brought a large amount of Registration/ Open House flyers. All present were encouraged to take some to circulate. Many flyers have already been distributed to numerous local agencies/ groups.

12. Strategic Planning

Ron addressed the concept of "Corporate Nights" whereby local companies would be invited to partake of the resources at our facility. Saturday night is the identified time. Our Chamber of Commerce would be approached to provide a list of possible businesses.

13. Other Business

Bob brought forward concerns about being prepared for upcoming tournaments, since the schedule is fast approaching. It is unclear if contact has been made with WOBA/ OBA. The other Board members agreed; Kevin will be so advised.

Date of Next Meeting: September 10, 2013 at the WBC.

Dave closed the meeting at 8:33 p.m. and accepted a motion by Carol to adjourn. Passed.

Minutes submitted by Nancy Shaw