



CALGARY INTERCLUB SQUASH ASSOCIATION

Regular Monthly Meeting. Wednesday October 21, 2015 – 7 p.m.

Location: Danish Canadian Club 727 – 11 Avenue SW

Agenda

Protocol: Robert's Rules of Order

1. Welcome and Call to Order at 7:04pm

CLUB /EXECUTIVE	REPRESENTATIVE(S)	Yes	No
President	Peter Schwartz	Y	
Vice President	Rick Spyker	Y	
Treasurer	Chris Watson	Y	
Secretary	Patty Lew-Lapointe	Y	
Director	Ron Coggan	Y	
Bankers	Graeme Edge	Y	
	Stephen Kaltenhauser		N
Bow Valley Club	Ken Gellatly	Y	
Calgary Winter Club	Colleen Hicke	Y	
Eau Claire Y	Rick Spyker	Y	
Fifth Ave	Arash Ardeshiricham	Y	
Fish Creek	Charles Fair	Y	
	Alex Altamirano	Y	
Fit Plus	Peter Schwartz	Y	
Glencoe	Craig Hutchings	Y	
Mount Royal University	Anthony Reimert	Y	
	Patty Lew-Lapointe	Y	
Racquet Network	Patty Lew-Lapointe	Y	
SAIT	Ron Coggan	Y	
Southland	Stuart Rose	Y	
	Ted O'Connor		N
U of C	Wanda Popadynetz	Y	
Western Canadian Place	James Jelinski	Y	
West Hillhurst	Mark Hartley	Y late	
World Health	Chris Watson	Y	
	Keith Wellon	regret	
	Larry Allen	Y	
	Rachel Anne Burrows		N

2. Approval of Previous Minutes

- a. Motion to Approve Minutes for meeting, September 16, 2015 as written and distributed
 - i. Motion made by: Craig Hutchings - Glencoe
 - ii. Seconded by: James Jelinski - WCP
 - iii. Minutes for meeting, September 16, 2015 are Approved as written and distributed

3. Reports

a. Officers

i. President

Peter Schwartz

- Nothing to report

ii. Vice President

Rick Spyker

- Nothing to report

iii. Secretary

Patty Lew-Lapointe

- Nothing to report

iv. Treasurer

Chris Watson

- Annual return to be filed. Slight change, an extra \$200 received from outstanding items
- Currently \$22,605 in cash – \$1,600 out of \$7,300 to be paid
- CWC, Eau Claire, Racquet Network and WCP have paid
- Jonathan Hill on extended leave from World Health - fee will take longer to pay
- \$1,500 TGG sponsorship received but the monies will be going to Jack Hoogstraten for Doubles
- Web sponsorship fee – no invoices out or monies coming in yet (Graeme to send out invoices tomorrow)
- Rick Spyker (Eau Claire) made a comment that the League accepts email funds transfers so it might make it easier to pay

v. Director, Community Relations

Ron Coggan

- Long term plan to approach Trail Courts for interclub teams
- If any teams are looking for players, please contact Ron as he consistently meets people that want to play. Currently there are 2 men available for Level 12, and 2 ladies available for Ladies Level 3 or 4
- Arash Ardeshiricham (Fifth Avenue) comments that their club is losing players every week, captains as well. No one is stepping up to be captain or club rep. People are getting laid off and leaving the club. This is a big issue for Fifth Ave Club

- Chris Watson (World Health) comments that there needs to be news about what's happening at the Fifth Avenue Club that layoffs are having an effect on social activities
- Rick Spyker (Eau Claire) commented that Clubs can reach out within the league to find players for Fifth Avenue Club

ACTION ITEM: Arash to email Ron regarding what the club needs in terms of players to assist the teams and all Reps to let Ron know about the spares or available players so that he can get players to the teams that need players

b. Committees

i. Player Eligibility

Alex Altamirano

- As the result of the meeting between CISA and SA executives, the Player Eligibility Committee members (Ron and me) have access to search and review the membership status of any given player on real time (on-line), and this has allow us to update our database promptly and accurate.
- Around 50% of the squash results are updated the same night of the match and between 80% to 85% are completed the next day (Wednesday night). If the result is not uploaded up to Thursday night (usually between two to five matches are missing), the captains and reps of the respective teams will receive a friendly email requesting their feedback of what happened during the match (either was played and enter the results or was reschedule and indicate a new date for the match).
- We still have mistakes on filling the results forms for the matches, and the worst cases are when a player is NOT listed into the roster player list of the team and the person updateing the system, decides to use DEFAULT instead of requesting/updating the player list properly before the system is updated, as doing this creates more problems than solving them. (Copies of a matches with errors were distributed to show the problem). This is a reminder to the captains that their player lists needs to be updated constantly (consider new players and/or substitution from other levels).
- Despites the efforts from the association/league and SA, players "forget" to become current members of SA prior their first match. Up to now, I have 16 reported cases were captains and reps are aware of the situation.
- Four Penalty Point reports will be issued over the season, according to the following:
 - first release covering weeks ONE to THREE of the season,
 - second release covering weeks FOUR to SEVEN of the season,
 - third release covering weeks EIGHT to TWELVE of the season and
 - fourth release covering weeks THIRTEEN to FOURTEEN/FIFTEEN of the season,

ii. Rules/League Inquiries

Mark Hartley

- No update from Mark (absent)

- Ron Coggan (World Health) commented that Malek Kamal, currently playing World Health playing Ladies Level 2A is looking for more competition would like to also play Bankers Hall Ladies Level 1.

ACTION ITEM: Ron to send Patty an email of the request. Peter will review and Committee will vote on the request.

iii. Playoffs & Banquet

Colleen Hicke

- Everything good to go - budget has been sent to Chris

iv. Sponsorship & Fundraising

Graeme Edge, Stuart Rose, Charles Fair

- Sponsorship report from Graeme Edge attached
- The purpose of raising money needs to be determined aside from raising money for the website. Most money will come from within the league rather than the general public.
- General options are outlined and decisions on what options to approach:
 - Running people through LinkedIn and finding out who and where people work and who to best approach for funds.
 - Speaking to past sponsors for feedback – how have we done, how can we improve
- Committee would like direction on permission to data mine to move the sponsorship targeting moving forward.
- Discussions followed around
 - email privacy and email blasts
 - Is there a point where there is too much money for a Non-profit to have?
 - Chris Watson (Treasurer) comments that currently, nowhere near thresholds that might cause red flags for CRA. There is a need build funds for current and future infrastructure needs. Annually the banquet erodes funds each year. The minimum balance to be maintained is \$15,000.
 - Our objective is to promote squash – how to do that and what can we do if we had the money
 - Ken Gellatly (BVC) suggested that we find a 'cause' to support something that tugs at heart strings. This might help sponsorship.

- Alberta Sport Council can have money directed to them to Squash Alberta, and then can be directed to other places, like Bow Valley Sport Council or CISA. This will generate a tax receipt for corporations and individuals

ACTION ITEM: 1) Graeme to send out the Sponsorship sheet for comments. Where should the money be spent is the first question to be answered; and 2) Information on collective suggestions from email, as well as a sense of what the information from LinkedIn might look like.

v. League Email Blasts

James Jelinski

- Ron Coggan (World Health) is still drafting the next note from the last meeting
- No email has been distributed since Season Opener
- Mid-season email would be good – Mid-December reminder of when season starts up
- Responsibility as reps to telling our captains about the new rules and how to enter information on the website

ACTION ITEM: Peter Schwartz to work with James Jelinski in drafting up the email for the Mid-Season email blast.

vi. Website

Larry Allen, Steve Kaltenhauser

- General website info - updates for Captain's list and schedule this year. Only 2 score sheet updates, and there may be a couple more coming
- Ongoing problem with Doubles website – Arthur doesn't have much time to work on – basically, the Doubles website is unavailable. There is a procedure work around so the Doubles season can proceed
- Also problem with the email accounts – realized it about 2 weeks ago. But tested yesterday, it works. Apparently the email is now working
- New website proposal - concerns proceeding forward:
 - Can the two systems (new website and Squash Alberta site) talk to each other, and to not let Squash Alberta drive our decision
 - SportyHQ is used on the west coast for leagues similar to ours in size
 - Steve Kaltenhauser is running a beta – parallel system and plans to go live next season
 - Glencoe is paying a fee for the usage of this website although they say it's free – concern – needs to be addressed within a specific contract for costs for specific number of years – ie. revenue from club fees which have not been increased for many years (from \$40 to \$45) with the money being allocated for the website.

MOTION:

Graeme Edge (Bankers Halls) makes the following motion:

To proceed to with a more detailed conversation and due diligence with Sporty HQ to proceed with developing this website

Seconded by Craig Hutchings (Glencoe)

Discussion Concerns:

- **Going forward, caution of responsibility for a long term contract**
- **This website is to mitigate the risk that occurred last year when the current website went down**
- **80% requirements require personalization – cost around it – Rick Spyker (Eau Claire) comments that we may need to be prepared to adjust our requirement to minimize the personalization costs**
- **Jack Hoogstraten (Doubles) checked this website reference by users in BC, and has received positive comments – 100% supports this systems**
- **Wanda Popadynetz (UofC) wants it to be beta tested by some captains, and Steve Kaltenhauser agrees and will get a few captains to test it out**
- **Needs a test and implementation plan - a change management plan needs to build**

Voting Results

- **In- Favour / Yes – unanimous**

vii. Attendance Report

Colleen Hicke

- **Nothing to report**

viii. Captains List

Wanda Popadynetz

- **Nothing to report**
- **Alex Altamirano needs info from Racquet Network**


ACTION ITEM: 1) Patty Lew-Lapointe (designated Racquet Network) to find contact information for Captains of the Racquet Network team; and 2) Graeme Edge (Bankers Hall) to check with captains to see who would want their phone information on the website.

ix. Bylaws (10)

Craig Hutchings

A robust conversation ensued

Rick Spyker (Eau Claire): The current by-laws are close to 30 years old. Fundamentally do not reflect the current status of how this league is operating. Currently, club reps are managing this league – not the directors as outlined in the current by-laws. Feels that it needs to be updated and bring it up to date.



Peter Schwartz (Fit Plus): Hopes that everyone has had the opportunity to read the old by-laws and the draft by-laws distributed.

Craig Hutchings (Glencoe): Expresses that these are just draft 1, and has received several comments from other members (Chris, Larry, Ron) and would like to implement the suggestions and feels the By-Laws should be implemented before the start of the next season not tonight. By-Laws are an annual thing, and not to be implemented mid-season. Does not wish to go over the by-laws item by item, and feels that the by-laws are more general and that the rules can be updated and changed as needed

Suggestion – send comments to Craig about what should happen or how it should be done – everyone has an idea on how it should be done

Peter Schwartz (Fit Plus): This is not an Executive decision but rather a Board/Committee decision

Charles Fair (Fish Creek): Agrees with Craig. Bylaws are important but do not impact day to day operations, and has more comments for these bylaws. They don't need to be lengthy but need to be clear but thinks it's a good start

Rick Spyker (Eau Claire): Agrees with Craig and Charles but disagrees with moving to the new bylaws via the rules of the old bylaws

Charles Fair (Fish Creek): Should be careful on how to implement a new change, and give people an opportunity to be heard.

Rick Spyker (Eau Claire): Disagrees that it should be opened to all the members but should be left up to the reps, as the reps are representing the clubs

Larry Allen (World Health): Says that the law requires that bylaws need to be approved by all members – by holding either a special AGM or the regular AGM

Rick Spyker (Eau Claire): Would like to put something in place sooner rather than later, as he feels that we are at risk.

Peter Schwartz (Fit Plus): Asks “Why at the end of the season”?

Craig Hutchings (Glencoe): Answers, fundamental change to the season should not occur mid-season, and recognizing that the registry needs an AGM to change the ByLaws

Stuart Rose (Southland): If we change the Bylaws and submit to the Registry, the financial statements need to be submitted within 3 months.

Chris Watson (World Health/Treasurer): An AGM should be when the financials are ready. Our usual ‘AGM’ is May or June, when the financials are not ready.

Graeme Edge (Bankers Hall): Could we call Alberta Registry for advice on how to move forward, as their website is confusing?

Stuart Rose (Southland): He can send out samples of By-Laws for sports. It's usually 2 pages and quite simple. Boiler plate is only 2 pages

Peter Schwartz (Fit Plus): Let's keep it simple, and keep moving forward

Wanda Popadynetz (U of C): Can it be email voting? Could we hold this during the play offs to ensure that there is lots of attendance?

ACTION ITEM: Graeme Edge (Bankes Hall) and Craig Hutchings (Glencoe) to get advise on how to move out dated By Laws to current

Arash Ardeshiricham (Fifth Avenue): If we sent this out to the membership, they will question why we are doing this? Possibly raising an issue that does not exist.

Craig Huitchings (Glencoe): We will have to do a name change from CISL to CISA (which is the original name)

ACTION ITEM: Stuart Rose (Southland) to reach out and get advice on the easiest way to change old outdated bylaws

Peter Schwartz (Fit Plus): This needs to be done but don't get muddled down with the details. Currently by-laws are not reflective. We've dragged our feet long enough. All comments should go to Craig. And this will be brought to conversation again next meeting.

ACTION ITEM: Send all comments to Craig Hutchings for the by-laws via email and Craig will compile and send out a revised version for everyone to review

x. December meeting(9)

Wanda Popadynetz

- This year on Dec 9, 2015 at Brewsters on 11 Avenue
- Menu item will be passed out shortly

4. Other Business Arising

- None

5. Round Table/Club Feedback

All

- a. Bankers - Nothing
- b. Bow Valley - Nthing
- c. Calgary Winter Club – New bar open Saturday and by next meeting will have hired a new associate pro
- d. Eau Claire Y - Nothing
- e. Fish Creek – renovations are now complete
- f. Fit Plus - Nothing

- g. Glencoe – Nothing
- h. MRU - Nothing
- i. SAIT- Some confusion on free parking being sorted out. Information will be on the website. Parking is in section P6 \$11 credit for Interclub players after 5:00 or 5:30
- j. Southland - 15 minute prior to matches for Interclub access only- Larry to add to website
- k. U of C- Nothing
- l. West Hillhurst - Nothing
- m. World Health – Jonathan Hill on an indefinite absence; Calgary Open coming up
- n. Racquet Network – This will be last season in Interclub, It's too much hassle to organize and current players are encouraged to play on other club teams
- o. WCP – Nothing
- p. Fifth Ave – Losing player as well as manager, squash program may also be lost

6. New Business

7. Next Meeting Date: November 18, 2015

8. Adjournment

- a. Motion by Rick Spyker (Eau Claire)
- b. Seconded by Arash Ardeshiricham (Fifth Avenue)
- c. Meeting adjourned at 9:15pm

OUTSTANDING OR ONGOING ACTION ITEMS:

ACTION	Who	When	Status
Provide Budget items to Chris Watson – revenue and/or expenses	All Committees	End of October	Open
Coordinate Doubles finals with Singles finals - dates and budget	Colleen Hicke & Jack Hoogstraten	Ongoing	Open
Meet to discuss & formulate plans & options of sponsorship – present to CISA	Sponsorship Committee – Graeme Edge, Stuart Rose & Charles Fair	Next meeting – Oct 21	Open

Craft email blast for junior program outreach & tournament in Jan at BRMR	Ron Coggan	Next meeting – Oct 21	Open
Assess timeline and costs for website redesign	Steve Kaltenhauser	Next meeting – Oct 21	Open
Proposed rewriting of Rule 6.3	Rules Committee	Next meeting – Oct 21	Open