

**PAO Board Meeting Minutes**  
**Held by Skype at 4pm July 27, 2015**

1. **Called to Order** 4pm

In Attendance: B Doughty - President                      B Cook-Abbott- Secretary  
                    P Archambault – Vice President              J Sikorski - Treasurer  
                    P Singleton - Director-at-large

2. **Minutes of Previous Meeting** – Motion by P Singleton, seconded B Cook-Abbott that the minutes of June 22, 2015 be accepted as written – approved.

3. **Business Arising**

None

4. **President’s Report** – covered via other agenda items

5. **Treasurer’s Report**

2015-16 Operating budget presented and motion by B Cook-Abbott/P Singleton to accept passed. It was agreed that the budget would be reviewed at first meeting after September AGM when membership numbers for 2015-2016 were confirmed.  
2014-15 Financial Statements were reviewed and approved for distribution at 2015 AGM.

6. **Committee Reports**

6.1. **2015 PAO tournament**

M Brandon has addressed the registration issue. Peter reported that a marshall (and a backup) would be required in each gym to facilitate scheduling. Some volunteers have already been identified and others to be approached.

Medical support is required and Peter agreed to approach RIM to see what first aid support is available. If required St John’s Ambulance will be approached. It was pointed out that several retired nurses were PAO members/participants and should be approached to assist as required. Availability of ice, bandages and other basic first aid supplies were to be confirmed.

6.2. **Membership Committee**

It was reported that membership renewal number is currently at 598. Target was set for 750 by September 2015

6.3 **Sponsorship**

Draft document provided by B Cook-Abbott was shared and board members to review and provide comments to Bob by August 18.

6.4. **Grant Submission**

A document from a PAO member for fee for services being requested to support the PAO grant proposal was reviewed and rejected on the grounds that PAO does not have unlimited funds and had to rely on volunteer services (as per existing financial

administrator, web master, membership chair etc). J Sikorski agreed to provide requester with appropriate feedback.

A meeting in September will attempt to establish an alternative approach to grant process.

#### **6.5. Nominating Committee**

Bruce to approach candidates for brief bio (completed)

#### **6.6. Communications**

Patricia is working on an August newsletter using material received from various members.

#### **6.7. 2015 AGM**

A motion to accept the draft bylaws prepared for 2015 AGM was approved (moved B Cook-Abbott/P Singleton). A motion to approve the draft Agenda and Minutes of 2014 AGM was approved (moved J Sikorski/P Singleton).

#### **6.8. Insurance**

J Sikorski confirmed that the Insurance company has requested material as part of their "due diligence" review of PAO.

### **7. New Business**

The revised policy manual (v5), previously circulated was reviewed. A motion to accept the changes was passed (Moved B Cook-Abbott/ J Sikorski).

### **8. Other Business**

The next meeting was to be scheduled for August 24 (revised time 4.30pm) using SKYPE.

Meeting adjourned 5.55pm