

MINUTES PAO BOARD MEETING

Date: Monday, August 24th, 2015
Time: 4:30 p.m.
Location: Skype Teleconference

Present: B. Doughty *President*
 P. Archambault *Vice president*
 P. Singleton *Director at Large*
 J. Sikorski *Treasurer*
Regrets **B. Cook-Abbott**

1. CALL TO ORDER

The meeting was called to order at 4:30 pm noting a quorum was present.

2. MINUTES OF PREVIOUS MEETING

On a motion by P. Singleton and seconded by P. Archambault, the minutes of the July 27th meeting were approved as circulated.

3. Business Arising

None

4. President's Report

Discussed under Tournament agenda

5. Treasurer's Report

The 2015/16 Operating Budget was revisited to insure financial estimates are in line with projected income numbers and expenditures.

On a motion by P. Archambault and seconded by P. Singleton the 2015/16 budget was accepted as presented.

6. COMMITTEE REPORTS

6.1 PAO Tournament Committee

A progress update on the planning status of the September Tournament was provided by P. Archambault.

The restriction for one open event competition per member was discussed. This decision was confirmed due to the two day capacity time limit for all events. Going forward, should the PAO have sufficient funds to carry a three day rental agreement, extended hours for open competition would certainly be considered.

P. Singleton provided an update on the search and associated cost for on site tournament medical/first aid.

Action Item #1:

A call for membership volunteers with the necessary credentials to assist on standby at the Tournament, would be circulated in the August Newsletter.

B. Doughty provided an update on the purchase of tournament shirts and additional medals.

On a Motion by P. Archambault and seconded by B. Doughty the payment of tournament shirts in the amount of \$2464.93 was approved.

6.2 Membership Committee

J. Sikorski updated the board on the membership renewal status. Currently the number of renewals is tracking slightly behind last year's 750 number. The membership reconciliation count will be finalized at the beginning of September.

6.3 Grant Submission Update

J. Sikorski noted that progress has been limited by the availability of volunteer time. Members of the Curriculum Committee will be alerted that a follow up meeting during the September PAO Tournament will not be scheduled as planned. Instead as material is available, it will be circulated to the Committee for their review and input.

6.4 Communications

P. Archambault confirmed that the next PAO Newsletter is ready for review and will be circulated to the members in the next couple of days.

6.5 AGM 2015

B. Doughty provided an update on the room rental and discussed planned meeting snack options at the AGM. The notice has been published, the email notification has been sent to the members and the web has been updated accordingly.

7. NEW BUSINESS

7.1 Insurance

J. Sikorski circulated a briefing note highlighting various insurance coverage options, quotes and the associated cost benefits.

Upon analysis of the associated cost benefits, there was consensus to change the Association's insurance provider.

On a Motion by P. Singleton and seconded by P. Archambault, the Board unanimously consented to purchase the PAO renewal coverage for CGL and D&O insurance from a new insurance provider, Local Community Insurance Services (LCIS). This coverage will take effect on September 1st 2015.

Accordingly our groups covered under the PAO policy agreement will be notified of the change and new COIs will be issued.

The PAO insurance coverage does not extend to participant liability coverage. This is one area that could add value for our members. Unfortunately it is a costly premium benefit which to date has been outside our affordability. The PAO will continue to monitor this associated cost benefit affordability option.

8. CONFIRMATION OF DATE AND LOCATION OF THE NEXT MEETING

ANNUAL GENERAL MEETING OF THE MEMBERS
TO BE HELD AT 5:30 PM ON SEPTEMBER 16TH 2015
Manulife Financial Sportsplex,
2001 University Ave E,
Room 207,
Waterloo, Ontario

9. ADJOURNMENT

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS ADJOURNED ON A MOTION BY P. ARCHAMBAULT.

Secretary, J. Sikorski for B. Cook-Abbott
