



# **DOLPHIN SCUBA CLUB**

## Minutes of Executive Meeting

18 Apr 2010

Attendance:

Present:

President: Kevin LeBlanc

V-P: Todd Vanderklooster

Treas: Gaetan Grondin

Sec: Matt Charlesworth

Equipment Manager: Jim Mills

Activities Coordinator: Kim Sararas

Webmaster: Scott Sararas

Absent:

Chief Instructor: Mike Hill

TSO: Adam Rushton

### **1.0 Call to Order:**

- 1.1 Meeting called to order by Kevin LeBlanc at 1930
- 1.2 Presidents' comments: Direction given that we must adhere to the agenda, keep points relatively brief, and respect floor time of others.

### **2.0 Old Business:**

- 2.1 The old compressor: No additions or deletions were made to the general auction form. The length of the auction was discussed: one day for viewing and making a bid was agreed upon, with the condition that the winner must provide a certified cheque within a week, or the next highest bidder would be given the opportunity to acquire the compressor. Time of viewing was 1300-1600 hrs for one day only. Options for public advertising were discussed. V-P will overlook the admin for this, use the local newspaper and the KMFRC sign in front of the gym. Volunteers

from the exec are required to attend the auction. GST must be added to the winning bid.

- 2.2 Club Bylaws: a request to clarify timelines for membership to PSP is needed. The current PSP membership timelines are from Sept to August, whilst the club's core operation months are Jan to Dec. More info is required if exceptions for other clubs exist, such as the sailing club who share our peak seasonal months. We are still in the planning stages for our own bylaws review. Another topic discussed was clarification on how courses are administered, and must be detailed in the new bylaws.

### 3.0 **Reports:**

- 3.1 **Treasurer** There is a new NPF system now in place, and it appears to be administered efficiently at this time.

HST must be added to all of our prices. The general consensus is that we will simply raise prices to the nearest dollar to make payments easier. These prices will go into effect as of the July 1<sup>st</sup> 2010. New prices, including all taxes, are as follows:

- a. Air Cards - \$50
- b. Discover Scuba - \$15
- c. Membership for all categories - will increase \$5
- d. Single Air Tank Fill - \$6
- e. Rentals, Full Gear Set - \$50
- f. Regulator - \$10
- g. Buoyancy Compensator - \$10
- h. Weights and belt - \$6
- i. Air Tank Rental - \$6
- j. Mask / Fins / Snorkel - \$6
- k. Wet Suit - \$20
- l. Hood / Boots / Gloves - \$6
- m. Wet Suit Combo (all parts) - \$25
- n. Regulator / BCD / Tank Combo - \$20

Course Pricing will need to be adjusted due to HST. Further options such as new E-Learning Courses with lower costs were discussed but no decisions were made at this time. Contracts for instructors and how they are approved will need review. It is the intent of the club to draft into the new bylaws that all instructor contracts will be awarded by Executive Approval (via recommendations of Chief Instructor.)

**3.2 Activities** Treasure hunt – a request for volunteers from the Exec was made as Kim and Scott cannot handle all timelines for set-up and tear-down due to other commitments. V-P will cover gear required (tents, tables chairs etc..). Prizes for the event discussed, but not finalized. President will pick up gear required from the club (O2 kit, dive flags, etc..).

**3.2 Equip Mgr** Summer hours to change to new rentals days: Monday and Thursday afternoons 1600-1700 hrs, as of the 1<sup>st</sup> of June.

Spring hours in effect beginning May 1<sup>st</sup> and is Wednesday afternoons 1600-1700hrs.

New Equipment pricing must be reflected in Treasurer reports and returns.

#### **4.0 New Business:**

4.1 No new business discussed due to closing of establishment (venue).

#### **5.0 OPEN DISCUSSION:**

5.1 Nil

#### **6.0 ADJOURNMENT:**

6.1 Called by Kevin LeBlanc. Motioned by Jim Mills, seconded by Todd Vanderklooster. Motion Carried at 21:59 hrs.

1. CLUB PRESIDENT

2. REC COORDINATOR

\_\_\_\_\_  
MCpl Kevin LeBlanc, Pres

\_\_\_\_\_  
Ms. Elisabeth Gibson, Rec Coord.

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**RECOMMENDED/ NOT  
RECOMMENDED**

3. REC COUNCIL CHAIRMAN **APPROVED / NOT APPROVED**

\_\_\_\_\_  
Mr. Paul Butt FS&R Director

Date: \_\_\_\_\_

DISTRIBUTION LIST

ACTION

FS&R Dir

Rec Coord

Club President

INFO

Club Members (by website)