

SPECIAL OLYMPICS ONTARIO - AURORA
ANNUAL GENERAL MEETING
MINUTES

Tuesday, September 27th, 2011, 7:15 pm

Present: Meredith Allan, Andrew Belanger, Nancy Black, Lloyd Brown, Cheryl Duckworth, Casey Jacob, Dorothy Hall, Stefanie Lee, Janet Mitchell

Absent with Regrets: Jaclyn Black, Heather Brookes, Nicola McGovern, Nancy Shaw

In Attendance: Total of 28 in attendance (including members of the Community Council Executive and Community Council Positions). Total attendance up from 2010 (20).

1. **Call to Order** – The Annual SOO-Aurora AGM was called to order by Nancy Black at 7:20 pm.
2. **Approval of Agenda** – Motion by Nancy Black to modify agenda (item #10) to include question and answers. Revised agenda approved by Barb Allan, seconded by George McKie.
3. **Minutes of last year's meeting**– Motion by Nancy Black to approve last year's minutes. Approved by AJ Kirkpatrick, seconded by Sue Deacon.
4. **Opening Remarks** – Nancy Black, Community Coordinator, welcomed everyone to the AGM. Thank you to businesses and individuals for their support. Special thank you to Colin Simpkin, webmaster and Cheryl Duckworth for AGM prep work. Introduction of executive members.
5. **Business arising out of last year's minutes**
 - i. Now have a functioning website with a "donate now" button
 - ii. Mass mailing – Stefanie Lee, Fundraising coordinator, to investigate
 - iii. Determine cost of athlete per sport ratio – Dorothy Hall, Treasurer, to investigate
6. **Executive Reports**
 - I. **Community Coordinator – Nancy Black**
 - a. Two principles for SOO-Aurora:
 1. Increase awareness of SOO-Aurora in the community
 2. Ensure competitive opportunities for all athletes
 - b. Introduced basketball (last fall) and golf (towards end of fiscal year)
 - c. Continued to research new sports (ongoing)
 - d. Fell short of volunteer training goals
 - e. This fiscal year:
 1. Will introduce a new sport (likely one of: track and field, bowling, or baseball)
 2. Emphasis on training
 3. Make the Torch Run a bigger priority
 4. Partnership development
 - II. **Fundraising – Stefanie Lee**
 - a. Increased revenue by over 70% last year; have strong group of loyal support, and want to expand on this
 - b. Workout sponsorship is core to our fundraising, and will be further promoted
 - c. New this year – will be participating in IBM Sponsor Program

- d. Law Enforcement Torch Run – looking for greater participation from the SOO-Aurora community this year (early June)
- e. Mass mailing was investigated; deemed to be too expensive at this time

III. Volunteer Coordinator and Registrar – Andrew Belanger

- a. New to this position as of Spring 2011
- b. Basketball – success in terms of number of coaches and volunteers; will have new coaches this season – have a female coach lined up; hoping to add a male coach; Jaclyn back as Team Manager
- c. Swimming – Sue back as Team Manager
- d. Golf – had a great response for coaches athletes; hoping to get a Team Manager for next season
- e. Utilizing partnerships to build up volunteer and coach rosters (SAC, York Region Police, Westview golf course, York North Basketball Assn etc)

IV. Public Relations – Nancy Black for Nancy Shaw

- a. Ensuring awareness in the community
- b. Website (Colin Simpkin, webmaster) is a tool for sponsorship
- c. Community events – Santa Claus parade, Aurora Street Sale, Staples promotion etc.
- d. Awareness – articles in newspaper and Sport in Aurora magazine, Military Tattoo, Torch Run
- e. Community Partnerships

V. Parent Liaison – Nancy Black for Heather Brookes

- a. Parent Liaison is available to the athletes and parents – act as a liaison to the SOO-Aurora group
- b. Any feedback is welcome

VI. Sport Technical Coordinator – Lloyd Brown

- a. New position on SOO-Aurora executive this year
- b. Interact with parents, athletes, coaches and other SO communities to make sure there are ample competitive opportunities for the athletes
- c. Work with Volunteer Coordinator re NCCP training courses
- d. Responsible for knowing the specific requirements for coaches to attend higher level meets or tournaments with their athletes

VII. Treasurer – Dorothy Hall

- a. SOO-Aurora is in good shape financially
- b. Have managed to computerize everything so can analyze on a sport specific basis; thank you to Cheryl Duckworth for doing this position manually in the past
- c. Challenge – what we don't know. How to fund our successful athletes when we don't know what these costs will be? To handle this, we have set aside funds in reserve: if we have very successful athletes, we will have to set aside more

7. Sport Club Reports

1. Swimming – Team Manager Sue Deacon

- a. Stable number of athletes: approximately 25
- b. Will need a few more coaches
- c. Eric Oliver – assisting to help with scheduling
- d. Attended more meets (5) this year including our first overnight
- e. Appreciate the sponsorship block donations
- f. Price increase this season - \$50 (same) for once/week; \$75 for twice/week
- g. Excited to announce: 5 swimmers have qualified for next year's Provincials!

- h. Meredith Allan is our swimming athlete representative (in addition to being overall athlete rep)

2. **Basketball – Nancy Black for Team Manager Jaclyn Black**

- a. Basketball is a new SOO-Aurora sport this season; started with 19 athletes; ended at 22; season runs October thru April
- b. Attended 1 tournament; had 5 intramural games
- c. Next season:
 - i. Hope to send all athletes to a tournament instead of just a select group
 - ii. Would like to have more competitive opportunities
 - iii. All athletes but 1 are returning; 6 on waitlist; may expand to 30 (absolute max)
- d. Basketball athlete rep – Mary Haberer

3. **Golf – Nancy Black for Head Coach Nicola McGovern**

- a. New SOO-Aurora sport this season; started end of last fiscal
- b. Sport chosen based on need within SO
- c. 23 athletes at season start; ended at 25; 12 coaches
- d. Westview Golf Course (Mike Nisbet) provided facilities; thank you to Casey Jacob for connecting us with Mike;
- e. Athlete cost of \$50 for the season
- f. 9 athletes attended Stouffville tournament; was also a skills competition
- g. Golf athlete representative – Ian McKie
- h. Nicola - acted as both manager and head coach;
- i. Next season:
 - i. Would like to add another tournament
 - ii. Looking for more coaches as well as golf cart drivers
 - iii. Looking for a Team Manger



7. **Reports as may be directed by SOO-Aurora Community – Nancy Black** – noted that Cheryl Duckworth is our Event Coordinator which is a new position for fiscal 2011/2012

1. **Athlete Representative – Meredith Allan**

- a. I am the overall rep for the three sports clubs: Ducks, Dunks, and Eagles
- b. Mary Haberer – Dunks basketball athlete rep
- c. Ian McKie – Eagles golf rep
- d. I am the Ducks swimming rep
- e. Last year – attended monthly board meetings to learn what SO was doing in Aurora and how I could do my job
- f. I speak with athletes in each sport club and talk to them if they have questions. This year I met with the basketball and golf team
- g. I look forward to another great year of Special Olympics in Aurora

2. **High School Liaison – Casey Jacob**

- a. New position created towards the end of May
- b. Purpose – to determine where the gaps lay as athletes graduate from high school
- c. Looking for feedback from high school; Hoping they will help us determine which sports to look at next, and to help with procuring facilities
- d. We can offer students the opportunity to fulfill their volunteer hours with SOO-Aurora

8. **Election of new officers to the SOO-Aurora Community Council** – Nancy Black noted that there are no elections as positions were acclaimed (Nancy Black – Community Coordinator, Janet Mitchell – Secretary, Dorothy Hall – Treasurer)

9. **New Business – Nancy Black**

1. Barb Allan from ABLE network has a display at the back of the room – please check it
2. Floor was opened to questions

Question: (AJ Kirkpatrick): I feel that communication between volunteers, athletes etc waned as the year went on. I would like a 1 page communication document (eg newsletter) to come out each month

Answer: (Nancy Black): We have started, and will continue to have Heather send out information to athletes as one source to avoid repetition; Volunteer info will come out from Andrew (eg Staples promotion); Wanted to make sure we are not sending out too much information too often. We will add addressing communications to our “to do” list.

(Colin Simpkin, webmaster): We can have a link on the website where we can send information off to other people

Question: (Diana Hristovski): I have the opposite problem – I am receiving too much information for swimming for Friday nights, as I only coach Sundays

Answer: (Sue Deacon): As this is specific to swimming, this will be worked out with the coaches

Question: (Cheryl Duckworth): Re communications: are there sometimes too many emails to a household?

Answer: (Nancy Black): Asked parents in attendance if too much/too little info. Will ask Heather to follow up. When yearend surveys are done, will poll parents

Question: (AJ Kirkpatrick): Is there any way to get feedback for a coach – ie a coach evaluation?

Answer: (Nancy Black): That comes down to a head coach – coach’s responsibility with assistance from Andrew. Can make sure there is enough on questionnaires at season end.

10. **Adjournment** – Motion to adjourn by Dorothy Hall. Seconded by Lloyd Brown.

Adjourned at 8:45 pm, followed by DVD presentation

Minutes submitted by Janet Mitchell