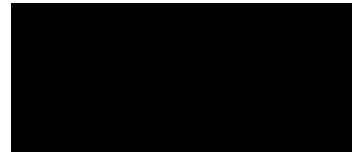


COUGAR BOOSTER CLUB
Club Board Meeting- Monday October 25, 2010, 7:00-9:45pm
Mount Royal University- U231



MEETING MINUTES

Attendees:

Jean Jarrell
Jim Jarrell
Kimmo Korvela
Dexter Nelson
Karla Karch
Roland LaHaye
Dana Kirchmaier

Regrets: Cory Letendre

1. Approval of Agenda- Appendix 1

Motion: Rollie moved that the agenda be approved, seconded by Karla.
Carried

2. Approval of Minutes from September 13, 2010 Meeting

Motion: Jim moved to approve the minutes, Karla seconds.
Carried

3. a) President's Report (Jean Jarrell)– Appendix 2

b) Treasurer's Report (Bob Tutt)

- Bob was not present and no report was submitted or presented

c) Membership and Campus Cards (Dana Kirchmaier/Jean Jarrell)

- Membership database continues to be updated
- Permanent membership cards have been reinstated at the Recreation front desk

d) Cougar Classic Report (Karla Karch on behalf of Courtney Warren)

- Courtney is in process of working out details in terms on mail out costs, etc.
- Over \$21,00 in profit; Karla to report final bottom line

- Athletics department debating whether or not it can keep organizing golf tournament, may have to hand over control to MRU

Motion: Karla moved that Mount Royal University as the institution will oversee and run the Mount Royal Golf Classic, seconded by Dexter.

Carried

e) Lottery Foundation (Roland LaHaye)

- Community Initiatives program: money available to us for travel, equipment, renovations, etc.
- Projects can go as long as 5 year projects
- Application for project due a quarter before you need the project started
- Roland to set up meeting with Cheryl from the Community Initiatives program

Motion: Jim moved that the Club should proceed with pursuing the research of funding from the Community Initiatives program of the Lottery Foundation, seconded by Dexter.

Carried

f) Wall of Fame Dedication Ceremony (Karla Karch)

- Invites to be sent out via e-mail soon by Mandy Parsons- invite design presented
- Layout of wall design presented
- Builders: Don Stouffer, Al Bohonus; Coaches: Jack Kenyon, Gary Koroluk; Athletes: ???
- Jean and Karla to decide on who presents the inductees with their plaques
- Alumni Weekend plans outlined

4. a) Fund Raising Possibilities (Dexter Nelson)

- It was proposed that in the spring, when there is some breathing room, to have a planning day and discuss what is the best way for optimal fundraising for MRU Athletics and the various teams.
- What needs to be funded, how will it be funded, and by who?

Motion: The Cougar Booster Club has been instrumental in generating revenues to provide donations to the Mount Royal University Cougar Athletic Program and

whereas: many Mount Royal University Cougar Athletic teams are moving towards becoming members of the CIS and

whereas: CIS participation is very expensive therefore they will require greater funding from the Cougar Booster Club

Be it so moved that: the Cougar Booster Club host a strategic planning meeting to examine and re-evaluate current and future models of revenue generation in the spring of 2011- the date and duration

to be determined.

Moved by Dexter, seconded by Kimmo.

Carried

b) Review of the proposed Bylaw changes (Jean Jarrell)

c) Review of the CBC/MRU Affiliation Agreement (Jean Jarrell)

d) Annual General Meeting (Jean Jarrell)

- Proposed date and time of Tuesday December 14, 2010 starting at 6:30pm

Motion: Jim moved to have the AGM Tuesday December 14, 2010 starting at 6:30pm, seconded by Kimmo.

Carried

5. Adjournment

Motion: Karla moved to adjourn meeting, seconded by Kimmo.

Carried

APPENDICES

APPENDIX 2- President's Report (Jean Jarrell)

1. Bylaws

The working draft has been completed and distributed to the Board of Directors. After a review and modifications where needed, a final draft will be prepared and presented to the general membership for approval at the Annual General Meeting. The final draft will also need to be approved by Brian Fleming, Vice President of Student Affairs and Campus Life and the Mount Royal University legal representatives before being sent to the government.

2. Cougar Classic

We are still awaiting a final report and financial statement for the Cougar Classic held in August. Hopefully this will be completed soon. Also the CBC needs to make some decisions concerning the organizational structure of the 2011 golf tournament and promotional packages should be distributed in the near future. A member of the CBC Board of Directors is needed to take a leadership role with this project if it is to continue to be a Booster Club event.

3. Web Maintenance

Reid Bilben has completed his search for a part time employee to work with the Alberta Sports Development Centre as well as maintain the Cougar Booster Club website. Tristan Telle, a second year university transfer student in the Department of Physical Education and Recreation Studies has been hired. Tristan previously did some project work with the ASDC and Reid was very pleased with his work and feels he will be able to complete the tasks that both the CBC and ASDC will require. Tristan will begin work on November 1st.

A contract has been written up and sent to the MRU legal advisors for review before signing. The CBC will establish a log on which to keep track of the hours Tristan works for the club. He will be paid \$15.00 per hour for a maximum of 10 hours a week. We are writing the contract from November 1st to March 31st recognizing that it can be extended if we wish. As according to the amount suggested in the preliminary CBC budget of \$5000.00 for web maintenance, this amount is set as the maximum in the contract. However it is felt that we will in fact be spending much less than this on this project. MRU will bill the CBC once or twice during the contract period. Karla has suggested that she and Kyle could meet initially with Tristan regarding material to be included on our website. Also Dana is prepared to work with Tristan on an ongoing basis to gather information for the website.

If anyone has some suggestions about information to put on our website please send them to Jean Jarrell or Dana Kirchmaier. What about a monthly feature article on former Cougar Athletes - "Where Are They Now"?

4. **Membership**

Work is still needed to streamline the membership process so folks are able to join the CBC with ease and receive the necessary information and membership card quickly for access to Cougar games and to be placed on the members contact list. If we received membership fees and application forms, we need to be able to process these quickly and have contact with the new members. New members need to feel we are organized and dependable in following through on what we promise without administrative hitches.

Information will be provided to those taking gate admissions at Cougar games along with samples of membership cards which will allow holders free admission.

The permanent Cougar Booster Club card template has been reinstated and members can now go to the Recreation Customer Service desk and acquire their card when they wish.

5. **Wall of Fame Celebration**

Since the CBC has made a significant donation to the MRU Athletics program to offset money that can then be available for the installation and unveiling of the Wall of Fame, it is hoped that the Cougar Booster Club will have involvement with the unveiling and initial induction ceremony.

Information has not been communicated to this point about the CBC involvement and there are several ways that hopefully we will be able to participate. Examples might be:

Invitation to the event for CBC Board of Directors and possibly general members (?)

Opportunity to have a table set up with information about the Cougar Booster Club – i.e. using our table cover, have posters, pens and discomates available, along with membership forms and a system to accept new membership fees and registration applications,

Hosting or involved with hosting a reception immediately following the unveiling for those invited as guests and families of inductees.

Honorary Cougar Booster Club membership presented to inductees if available and if they are not yet members

6. **Affiliation Agreement**

This agreement needs to be updated because of the college moving to a university (name change). Also there may be other areas that CBC members feel should be edited, updated or changed. This agreement is to be reviewed each fall so if anyone has suggestions that they would like to see included, please let Jean Jarrell know as soon as possible. CBC is not in a position to automatically make changes; however we could make recommendations for

considerations. The MRU Board of Governors with recommendations from the legal advisors would have the final decision.