



Board of Directors Meeting Minutes

A regular Board of Directors meeting was held on 24/5/13 at 2:00pm via Skype.

Board members present at the meeting: Andrew Rae, Richard Jameson, Marty Firle, Warren Feakes, Mark Dixon, Richard Hocking, Nigel Mills and Jason Clausen.

Apologies: Tom Mitten

Quorum present: Yes

Others Present: Alexia Colville

Proceedings:

Meeting called to order at 2:10pm by President Mark Dixon.

Mark Dixon was appointed chairperson of the meeting and Alexia Colville was appointed secretary to prepare a record of the proceedings.

Welcome by the President:

M Dixon

Update on website and branding:

A Rae

- *Changes to the website:* look updated, more modern, combined with similar printing & logos – matching banners, uniforms, business cards, USB sticks. Integrated new look to link to new look website. Board should get on website and have a look to be aware of changes.
- *Merchandise:* Delivery time for merchandise/ uniforms ordered looking good. Should be here for TC, some will come later. Bibs – bright blue with white writing ordered are expected end of June. Socks available. Puffer jackets, vests ordered. Hoodie and long sleeve T – samples coming.

Treasurer's Report:

W Feakes

- Audit has been returned, looks good overall.
- State of play at the moment, board should have received current balance sheet comparison between 2012 & 2013. At 30 April 2013 we have \$70,000 more than 2012. There's about \$25,000 expenditure left for summer purchases. Should leave us with over \$100,000 in the bank at the beginning of the winter season.
- Financials available on website. Some large difference between last year and this year – some of the differences is accounting practice. ASAA days were far less so a big difference there. We can explain where the differences come from.
- Andy's car salary advance appears as a loan when in fact it wasn't.
- Working on improving accounting practices & quickbooks tracking
- More work needed on budgets and forecast expenditure. Needs to be formalised so board can see.

General Business:

Sodergren scholarship

Awarded to Giddy

Old uniform disposal

A Rae: Old uniforms need to be disposed of. It is not cost effective to get rid of them. Can't donate – logos cannot be removed from uniforms. Don't want them to turn up at the resorts. Only way is to cut them up.

J Clausen: Shame to waste them. I will take them home and try to remove stitching.

Base layer for trainer's uniform

M Dixon: APSI trainers should have matching APSI branded clothing at all courses & exams/ presentations.

J Clausen: Specific for trainers or generic so members can purchase as well?

A Rae: \$25 each for long sleeve polo I am looking at. With that, then mid layers etc. that will be available through the shop and uniform jacket, there's enough for trainer's to choose from.

M Dixon: If we're making it compulsory the APSI should be providing it as part of the uniform.

A Rae: Cost about \$1300 for all staff. Then we can get more for members to purchase.

M Dixon: I would like to see it with 'trainer' to distinguish from member clothing

Board votes - APSI to purchase shirts for staff.

Prodeals

A Rae: Explains pro-deal purchase process. Website does not have functionality to show pages to members only – it's in the work though. It is up to the supplier to decide how they want their pro deals displayed.

R Hocking: Perhaps the documents can be dropped into ???

A Rae: Waiting for host to upgrade their server capabilities. It will not be available for this season.

M Dixon: ***Please add snowsport school to pro deal form. Time2Ride – add 30% “off retail” to pro deal form so can’t be mistaken for “off wholesale.”***

Indoor ski slope

A Rae: Ant Hill ran the first indoor ski slope qualification in Melbourne a few weeks ago.

N Mills: Costing and path way for indoor ski slope?

A Rae: Very new thing and the Alpine TC are going to discuss this at their next meeting. At the moment the indoor instructor cert is stand-alone – not linked to 1,2,3,4. Its’ just for organisations to meet their obligations of training their staff and allow guests to hear the same information. We would like to have a way for indoor certified staff to have an easier way of entering into the level one exam instead of taking the whole 3 day course.

N Mills: Snowboarding?

A Rae: We haven’t run a snowboard yet but the Melbourne guys are interested & Jason is attending the Alpine TC.

JC: Would you think the indoor cert would be more teaching based rather than discipline based?

NM: Will we hear from Ant to on what the difference in the progression that he taught?

AR: Yes, will be covered at TC

JC: Movements have to be modified to work on indoor

AR: Skiing is fairly similar, progression is exactly the same expect for going into matching. Stepping works better, otherwise the inside ski catches. They have added water to the carpet which helps. Cert went well and we will discuss more at TC.

Interski vice presidency

MD: Interski board are interested in someone for NZ or AUS obtaining membership on the board of Interski. They emailed and asked if I would be interested in applying for the vice presidency of interski. They are also interested in having a board meeting in Australia in the near future. Do we want this? Do we want to have a voice on the board?

JC: It would be great to have voice on the board – anyone from the southern hemisphere. The big thing is the cost of sending Mark to the board meetings.

MD: Potentially two people, the year before interski will have to go to Argentina for the election and to check out the facilities etc. from Interski. Does the cost outweigh the advantage?

AR: To get voted on two of us have to go to board meeting for election. You need to find out if Interski will cover you to attend further meetings if you are elected. There are benefits for the interski team to have prior knowledge of and it would be nice to try and get back towards more skiing at interski. Running interski at Australia – is way out of our price range

for the APSI and also for the resorts. If they had an interski meeting here it would be great, but we would want to know if it's the APSI covering the cost of the meeting.

MD: Interski covers their costs for board meetings. The only thing they didn't pay for at the last meeting was a day's skiing with guides. The cost to the APSI to hold an interski here would mostly be time and labour of organising and hosting.

AR: that sounds good, but we still need to find out more on whether it will be an ongoing cost for the APSI if MD is elected to Interski board.

MD: ***I will find more information, especially about costs.***

JC: Just AUS or are they looking at NZ as well?

MD: Yes, but I think they're looking at AUS & NZ as one – one or the other.

AR: ***I will talk to NZ president.***

JC: Yes – maybe we can get a southern hemisphere representative/ joint venture?

AR: NZ always send a rep to pre interski meeting anyway so they have shown a lot of interest in the past.

Contracts

MD: We have no contract in place for Andy

AR: Last contract signed was probably in 2004

MD: We need a clear description of Andy's role within the organisation. We need to sit down together and get something written on paper

AR: I have presented a job outline to the board a few times since my role has changed but nothing has been written down

Board agrees - General Manager and administration assistant contracts need to be re-written and include job descriptions.

Treasurer's expense claim

WF: Requesting 10 days available to claim against for duties as treasurer. 2 hours per week.

MD: What sort of rate for compensation?

WF: Same as TD rate - \$275/ day.

JC: Treasurer position is a voluntary position.

WF: Treasurer is elected not voluntary.

JC: No – it is volunteer, from within the board.

MD: If we do come to the point that we pay for extra work, it cannot be at TD rate. It should be at an administrative rate.

WF: The claim is based on normal treasurer's duties not extra duties.

JC: If there's an internal cost – it should be moved to an external provider. E.g. an accountant.

AR: We're very thankful for the job that Warren does/ has done. Warren has done what is above and beyond what the treasurer is asked to do based on the events with Angela Dunstone. No one on the board is paid for their time or employed as a member of the board. Some of us happen to be employees as well – in the capacity of TDs etc. Board

members should not be paid. To pay the treasurer opens it up for all board members to be paid for their time. If we were to change it – we should open it to anyone to apply for as a paid position. There's a difference between paying Warren some compensation for the extra ordinary hours that were put in rather than paying them for normal treasurer duties.

JC: All the board members put in a lot of hours on a volunteer basis – at least 2 hours a week. No one else is asking to be paid for their time as a volunteer.

AR: If the treasurer's role is becoming so onerous we should look at streamlining the role so that it doesn't take up 20 x days a year.

WF: A lesser level of supervision and surveillance on the accounts involves taking on a greater risk with the account keeping.

JC: I think there's justification for some compensation for what happened in the past but it's an enormous cost to take it on as an ongoing cost.

MD: It's really two separate issues – what has happened and then setting up for the future.

WF: I believe the amount of time I put into it creates zero risk.

NM: We should look at trying to re-write the treasurers duties before the AGM and then put it to the members at the AGM – if no one wants to volunteer do the job at the AGM then we should put it tender for an accountant etc. It is still a volunteer position.

MD: I believe Warren is due some compensation for past events but we should reassess paying treasurer for continuing duties.

WF: I was annoyed the prior to the Angela event I had no access to books, accounts etc. and was blamed for what happened. Now I have the access I am trying to be diligent.

Board agrees – reassess treasurers' position duties moving forward to be discussed again at the AGM.

Thank you for attending and meeting closed at 4:00 PM by President Mark Dixon.