

Australian Professional Snowsport Instructors Inc.

Board of Directors Meeting Minutes

24 May 2016 via Skype.

Attendance

Present

Mark Dixon, Richard Jameson, Andrew Rae, Deborah Meehan, Adam Federico, Warren Feakes, Richard Hocking, Tom Hodges.

Apologies

Nigel Mills, Michal Bierzynski.

Secretary

Alexia Colville

Meeting Opened

The chair, Mark Dixon, declared the meeting open at 3:11 p.m.

Approval of Minutes

The minutes of the board meeting held on 30 November 2015 were adopted.

Review of Action Items

The of action items from the previous meeting were reviewed:

1. Research options and costing of upgraded website platform: Andrew, incomplete.
Focus has been on the app. Summer 16/17 is a better time for upgrading the website.
2. Email countries from Interski that problem with app access us fixed: Lexi, complete.
3. Benchmark corporate / school membership pricing again PSIA: Richard J., complete.
4. Contact snowsport schools regarding pricing for corporate membership: Michal, incomplete.
5. Set up cost centres in quickbooks: Deborah, complete. Looked into this and it cannot be done with current set up of books.
6. Revise budget submission request spreadsheet and forward to board: Deborah, complete.
Submissions received were used to inform current budget.
7. Revise draft pay policy and forward to APSI office for implementation: Deborah, complete.
8. Submit comments to General Manager regarding your vision for the APSI: Everyone, ongoing. Action item moved to technical committee level.
9. Discuss level two training (APSI v. In-house) with snowsport school directors: Nigel, complete.
Discussed, no further action taken
10. Develop a plan for higher level adaptive certification: Tom H, incomplete.
11. Improve adaptive trainer pathway: Tom H, incomplete. Still working on it. However, more adaptive trainers have been invited to trainer's coordination in 2016.
12. Explore options to increase participation in nordic and telemark courses: TDs, ongoing. Will discuss further at TD & TC meetings. Focus needed in Victoria. Move to technical committee level.
13. Create snowboard level one training guide for trainers: Adam, incomplete. Should be complete for first level one course 2016.

14. Film level four demo DVD footage: Adam, incomplete. Hoping to use time around demo team selection to film.
15. Long member discounts: Andrew, incomplete. Working with Greg to make automatic in shop. Need to conduct cost/benefit analysis of discount options. New action item: Develop members survey to inform cost/benefit analysis.
16. Review Nordic/adaptive/telemark recall options: TD's, incomplete. Move to Technical Director level, to be discussed at TD meeting.
17. Research option for production of electronic Nordic manual: Warren, complete. Instructors prefer to have hard copy to refer to. Too difficult to protect content online.
18. Follow up with Ant regarding A. Dunstone case: Andrew, complete. Ant continuing to pursue. Board will have to make decision on next step soon.
19. Investigate investment options: Deborah, ongoing. Opened term deposit account. Strategic plan is needed for any future investment.
20. Contact bank about changing Interski account: Deborah, complete. New Interski transaction account opened.
21. Change manual order spreadsheet: Lexi, incomplete.
22. Research design and quote for board members name tags: Tom H, complete. Will use existing trainer name badges for board members.
23. Review coaching pathway: Andrew, incomplete.
24. Investigate further opportunities to advertise level one training: Andrew, ongoing. A few opportunities have been identified and will discuss scholarship proposal later in meeting.
25. Opportunities for revenue growth to be emailed to General Manager: All, ongoing.

Agenda Items

2016 Life Member Nominations

Board discussed process for nomination of life members.

Board discussed nominations for 2016 Life Membership.

1. Nigel Mills
2. Justin Farnell
3. Ant Hill
4. Chris Allen

Review all nominations with further information including specific dates at meeting before AGM.

Action Item: Review forms of recognition for members and employees.

Action Item: Office to provide board with further information on nominees before AGM.

2016 Sodergren Scholarship

Board reviewed 2016 Sodergren Scholarship application process.

Concerns raised that video applications too long to download, process skewed towards applicants that are more scholastic, applications were too long word count.

Proposed that a marking rubric is introduced in 2017.

Process to be reviewed further at a later meeting.

Board discussed short-listed applicants.

Alpine: Emma Christiansen & Ali McKenzie.
Snowboard: Alexandra Parsons & Jon Steel.
Telemark/Nordic/Adaptive: Trevor Greenwood.

Vote: Board votes to award 2016 Telemark Scholarship to Trevor.

Action Item: Board to re-read applications and send vote from short-listed applicants.

Interschools Scholarship

Board discussed offering a level one course scholarship to interschool's participants.

Based on merit / schools should nominate a student and board can select a recipient. One offered in each state, perhaps in any discipline.

Action Item: Develop selection criteria and application process for review by board.

Vote: Board votes to offer a full scholarship (level one course and exam package) to one student in NSW and one student in VIC for 2017 winter season.

ISIA Update

Board discussed recent ISIA meeting.

President provided an update from latest Interski meeting.

France, Austria and Italy have pulled out of ISIA and therefore ISIA have lost 50% of their income.

There has been a proposal that ISIA, Interski and APSI join as one organisation.

ISIA and the ISIA stamp are important to APSI members and we need to work to have a voice in ISIA decisions, whether by sending an APSI delegate to meetings or working with other Pacific area associations.

Andrew proposed that APSI send a letter to ISIA similar to that sent by the Swiss association requesting that they increase their efforts to retain France, Austria and Italy as ISIA members.

Increase private lesson content in training

President proposed that APSI training needs to include more training focused on delivering successful private lessons, particularly at lower levels.

Technical Directors maintain that APSI already give instructors the best tools possible, some knowledge only comes from experience and snowsport schools need to assign their lessons to appropriate instructors.

Technical Directors will discuss further at their meeting next week.

Non-Members App Update

Progress is continuing, subscription app not complete yet however it is looking more positive.

ASAA MOU

Andrew updated Board on ASAA meeting.

The agreed days in the MOU have decreased again and while resorts have the opportunity to add more days, they often don't. When there are less NTC days, mentors or in-house training, candidate results are negatively impacted.

Technical Director Phone & Internet Allowance Rates

TD phone and internet allowance rates need to be reviewed and standardised.

Board discussed how phone and internet allowances should be paid.

Action Item: Technical Director's to email Andrew with proposed allowance rates.

Other Business

No other Business

Next Meeting

The next meeting of the Australian Professional Snowsport Instructors at 4:30 p.m. on June 8th in Thredbo.

Adjournment

There being no further business, the meeting was adjourned by the chair at 5:05 p.m.

Action Item List

All Board Members

Re-read applications and send vote from short-listed Sodergren applicants.
Email opportunities for revenue growth to general manager.

All Technical Directors

Technical Director's to email Andrew with proposed allowance rates.

Office

Review forms of recognition for members and employees.
Provide board with further information on nominees before AGM.
Develop selection criteria and application process for review by board.
Research options and costing of upgraded website platform.
Develop members survey to inform cost/benefit analysis for discounts.
Update manual order spreadsheet.

Andrew

Implement long member discounts.
Review coaching pathway.

Michal

Contact snowsport schools regarding pricing for corporate membership.

Tom

Develop a plan for higher level adaptive certification.
Improve adaptive trainer pathway.

Adam

Create snowboard level one training guide for trainers.
Film level four demo DVD footage.