



**Edmonton Triathlon Club**  
**Minutes – Monday, May 31, 2010**  
**Edmonton Hostel 10647- 81 Ave, 6:00 – 7:00 pm**

<b>Present:</b>	<b>Bev Armstong Dan Boonstra Tania Dean Christine Lauerman Laurie de Grace Maureen Lanuke</b>	<b>Mike Krahn Lindsay Milne Randy Penney Sarah Wall Angela Ziemann</b>
<b>Regrets:</b>	<b>Trevor Ward</b>	

Chair: Christine Lauerman

Call to order by Christine Lauerman at 6:00 PM.

**1. Review of Agenda**

Addition of the following topics: Inquiry from Triboutique, 2<sup>nd</sup> Biomechanics workshop, AGM Minutes and ETC Liability Insurance. Amended agenda accepted.

**2. Approval of Action Items and Minutes from meeting April 12, 2010.**

Send test question to the board using Forum on ETC Website	Dan	Feb.	Deferred to Bev
Share with Ben the board decision that he step down as a board member but remain on Social Committee	Christine	Apr. 13	Done
Invite Trevor Ward to join the board as chair of Social Committee	Christine	Apr. 13	Done
Investigate insurance from EBTC's provider <i>Lundgren &amp; Young refused insurance to ETC. Our insurance policy was renewed with Sheppard.</i>	Maureen	Apr. 26	Done
Obtain new insurance policy or renew existing policy	Maureen	Apr. 27	Done
Send message to membership advising membership concludes April 30 <sup>th</sup> .	Bev	Apr. 30	Done
Create a template and guidelines for all ETC communication	Bev and Christine	May 31	In progress
Investigate "Mailings" as a means of creating an email template <i>Too costly for our purposes.</i>	Bev	May 31	Done
Request registration for Tri Camp from those who have expressed interest.	Randy	Apr. 23	Done
Send message about Tri Camp to CycleLogic Yahoo Group.	Laurie	Apr. 16	Done
Contact race directors for UofA and Coronation triathlons and request including notice of tri camp in Race Packages.	Laurie	Apr. 16	Done
Create stuffers for UofA and Coronation Triathlons	Laurie	Apr. 30	Done
Investigate obtaining "Bikes on Road" signs for transition clinics	Lindsay	May 31	Done

Speak with Karen Shulhan about joining River Valley Runners for Saturday rides in Ardrossan.	Tania	May 31	Deferred to June
Contact Clubb Sports Psychologist to arrange presentation to ETC members.	Trevor	May 31	Deferred to June
Ask Ben to investigate climbing night at Vertically Inclined Consider this for a fall activity.	Christine	Apr 16	Deferred to June
Record names of 2010/11 Board members and include with Club annual return.	Maureen	April 16	In process

**Motion:** To approve with amendments. Randy/Maureen Carried.

### 3. Treasurer's Report

Bank Balance is \$11,077.52.

### 4. Membership Report

We have 62 members.

### 5. Merchandise Report

**Motion:** To issue refunds for product orders to those people who paid with one cheque for membership and product orders. Randy/ Laurie Carried

Triboutique, a new online supplier of triathlon gear has contacted ETC offering "sponsorship". Angela will forward the information to the board prior to the June meeting.

Endurance Apparel – this company has expressed interest in a relationship with ETC. Discussion deferred to June Meeting.

### 6. Triathlon Camp

20 people (including 7 non-members) have registered. Cheques have been received and will be cashed upon the completion of the camp.

**Motion:** To offer membership to non-members participating in camp and apply the \$20 premium for camp registration toward cost of membership. Randy/Maureen Carried

An LCD projector is required for presentations during camp. Angela will see if she can borrow one from McBain Camera.

**Motion:** To purchase an LCD projector for use at ETC functions. Mike/ Laurie Carried

Angela will investigate projectors

### 7. T Rex Review

The trip was a success and it generated \$391.50 for the club.

Based upon feedback that some participants would prefer to have fewer than 4 people per room, consideration should be given to offering more choices of room occupancy for future trips.

Investigate the ability/legality to have more people drive the rental vans.

### 8. Club Policies

The club requires policies to address all aspects of refunding fees for club events. Board members are to review sample "Event Registration" document provided by Maureen. Discussion deferred to June Meeting.

We need to review the various liability clauses that the club is using. Send all versions to the board for review prior to the next meeting.

Christine will be stepping down as the coordinator for the ETC bike trip next year and therefore recommended that we create a handbook for organizing and conducting future events. She will draft a handbook.

### 9. Bricks

June 16<sup>th</sup> will be the last Brick workout for this year. Bev will send a notice in the next communication to membership.

### 10. Hill Climbing Clinic

Annett Kamez will conduct the clinic which will take place on Thursday, June 17<sup>th</sup> at 6:00PM, location TBD. Cost \$15. Limited to 15 participants, members will be given first opportunity to register. If space is available, registration will be opened to non-members for \$20.

### 11. Bio Mechanics Workshop

River Valley Health would like to run another clinic for ETC and has suggested Monday June 7<sup>th</sup> at 6:30PM. The decision was to recommend June 21<sup>st</sup>. Laurie will follow up.

### 12. Annual Planning

Discussion took place about the need to hold an annual planning session to develop a calendar of events. Further discussion required at a future meeting.

### Action Items

Speak with Karen Shulhan about joining River Valley Runners for Saturday rides in Ardrossan.	Tania	June 28	
Contact Clubb Sports Psychologist to arrange presentation to ETC members.	Trevor	June 28	
Follow up with Ben about a fall climbing night at Vertically Inclined	Christine	June 28	
Visit Revolution Cycle to see potential space for 2011/12 Spin Season.	All	June 28	
Investigate capabilities of the forum on our website for communication with membership, including conducting surveys. Send a test question to the board to determine survey capabilities	Bev	June 28	
Send reconstructed minutes from March 15, 2010 meeting to board members for review.	Laurie	June 4	
Issue refunds for product orders to members who paid with one cheque for membership and product.	Maureen	June 11	
Forward information from Triboutique to board	Angela	June 25	
Investigate borrowing an LCD projector from McBain for the Tri Camp.	Angela	June 7	
Research the cost of purchasing an LCD projector	Angela	June 28	
Investigate having multiple drivers for rental vans in preparation for future club rides.	Christine	June 28	
Review sample "Event Registration" document and provide feedback to Maureen.	Board Members	June 14	
Email all liability clauses in use by the club to the board	Christine	June 14	

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members to review			
Request review of liability clauses by member of EBTC who is a lawyer.	Maureen	June 28ps	
Draft ETC Event Registration Policies	Maureen	June 28	
Draft Handbook for ETC bike trips	Christine	Sept 27	
Advise membership of last date for Brick workouts	Bev	June 9	
Contact River Valley Health and suggest June 21 as the next date for a BioMechanics Workshop	Laurie	June 4	
Investigate obtaining "Bikes on Road" signs for transition clinics	Lindsay	May 31	

Next Meeting:

Monday, June 28, 2010 The location will be at Christine's home. .

Meeting Adjourned at 6:53PM

Minutes Submitted by: Laurie de Grace, Recording Secretary