

**Edmonton Triathlon Club
Agenda – Monday, April 27, 2009
Edmonton Hostel 10647- 81 Ave, 5:30 – 7:00 pm**

Present:	Maureen Lanuke Ellen Ainsley Angela Ziemann Laurie de Grace	Dan Boonstra Rob Ellis (RE) Mike Krahn
Regrets:	Jody Anderson Christine Lauerman	Kevin Gregg Tania Dean Randy Penney -

Chair: Maureen Lanuke

1. Opening

Call to order by Maureen Lanuke at 5:56PM.

2. Approval of Minutes from March 23, 2009 Meeting and Budget Meeting March 16, 2009. The minutes were approved.

3. Treasurer's Report

Need to adopt a process for managing the collection and transfer of funds. All funds collected will be accounted for with the use of receipt books. Small amounts for events will be totaled and captured with a single entry showing the event name and the total funds collected.

Motion: All funds collected must be tracked and reconciled. When transferring funds to the treasurer or another person, both parties must count the funds and ensure that the amount recorded is correct before the transfer is complete. The person in receipt of the funds at the time is liable for all funds in their possession and for ensuring that the funds are kept secure. Seconded and passed.

4. Membership Report

Current membership is 50

5. Merchandise Report

T-shirts were received without an invoice.

Minimum of 10 shirts required for re-order, one order in hand.

Motion: To write off the \$5. discrepancy resulting from sales at the AGM. Seconded and carried.

6. Transition Clinic

To be conducted by Kevin Gregg and friend, Dave.

Scheduled to take place on Friday, June 19th at Hawrelak Park

7. Triathlon Camp/Series (Run Clinic)

Tabled until next meeting when Randy is present

8. Bricks

Wednesday is the night recommended. To be conducted by Peter and Mark.

9. AGM

Speaker well received venue good, pizza hot and beer cold! Room price reduced by \$100.

10. T Rex Trip

Increased to accept 37 participants.

11. Bike Racks

An unknown person volunteered to make bike racks.

12. Facebook

Christine as one of the administrators has limited access as discussed at the last meeting.

13. Executive Membership

Members of the executive are given free membership. Rob Ellis's wife and step son are also members of ETC and they would typically take advantage of the family membership.

Motion: Rob receives a credit of \$40 toward the \$80 family membership in recognition of his position on the board.

Seconded and carried.

Action Items

Action	By	Deadline	Status
Send notice of T-shirt order to membership	Ellen	May 8	
Merchandise List to be sent to Executive	Angela	May 25th	
3 Receipt books to be purchased	Maureen	May 8th	
Update "Receipt for Transfer and Collection of Funds"	Maureen	May 25th	
Transition Clinic			
• Book site at Hawrelak Park	Christine	May 8	
• Organize Food	Dan	June 19th	
• Additional volunteer required to help with food	All	ASAP	
• Send communication with request for RSVP	Ellen	May 8	

Next Meeting:
Monday, May 25th.

Meeting Adjourned at 7:15PM

Minutes Submitted by: Laurie de Grace, Recording Secretary