



Saskatchewan Underwater Council Board of Directors Meeting			
Date: 9August2022		Meeting Time: 19:00 hrs	Teams Meeting
Meeting called by	Name		
Type of meeting	Saskatchewan Underwater Council Executive Meeting		
Facilitator	Brad, President		
Note taker	Tracy Wilson		
Timekeeper			
Attendees	Sheldon Funk (SF); Tracy Wilson (TW); Chris Peterson (CP); Richard Reed (RR); Dennis McCullough (DM); Brian Lanktree (BL); Donovan Onishenko (DO); Richard Reed (RR); Brad Nelson (BN); Alanna McIntyre (AM); Kyle Mazer (KM); Cathy Charpentier (CC)		
Regrets	Shawn Silzer (SS); Fred Cardinal (FC)		
Call to Order	Meeting Called to Order by BN at 19:02 hrs		
1. Call to Order			
19:02 hrs	BN called the meeting to order		
Discussion			
Motion			
2. Minutes of Tuesday, July 5, 2022			
Time allotted	Presenter		
Discussion			
Motion	The minutes from 5July2022 be adopted as circulated (DM,AM)- CARRIED		
Action Items		Person Responsible	Deadline
Minutes and financials to be posted on the SUC website		TW	Date time
3. Additions to Agenda			
Time allotted	Presenter		



Discussion	
Motion	The Agenda be adopted with no additions (EL, CP) – CARRIED
Action Items	Person Responsible
	Deadline
	Date time
4. Correspondence	
Time allotted	
Discussion	<ul style="list-style-type: none"> i. Draft audit is attached ii. Executive Director Applications: The applications for the Executive Director position officially closed on July 31st. In total, we received 35 applications. 30 applicants applied through LinkedIn, 4 applicants applied directly via email and 1 applicant applied via LinkedIn then did some research on our website and submitted their cover letter and resume via email. Of the 35 applicants, 10 were immediately screened out by LinkedIn as not being a fit, I screened out an additional 19 as they were not located in Saskatchewan (lottery funds are not to be used outside the province). The 6 remaining applications were sent to the board for review
MOTION	
5. Reports	
Time allotted	Presenter
Discussion	
President's Report (BN)	<ul style="list-style-type: none"> i. I have been out of the province for the last month for work ii. CIBC will be addressed in the next week iii. After much thought, I have decided to step down from the board effective September 30, 2022
Vice President (BL)	
Secretary (AM)	<ul style="list-style-type: none"> i.
Treasurer (SF)	<ul style="list-style-type: none"> i. the executive director cheques were post dated for the remainder of the term ii. there is an upcoming bill for diver magazine to be paid



Grants Director (SF)	i. I applied for grant funding through CIF Grant funding, and there is another grant to we can apply for through federal government but will have to wait until later to apply as it only applies to activities in July
Program Director (CP?)	i.
Publications Director (AM)	i. Information regarding Facebook advertising is attached.
Membership Director (CP)	i.
FC	i.
RR	i.
DO	i.
KM	
Battleford's Scuba Community (DM)	<ul style="list-style-type: none"> • Women's Dive Day and Beach Clean-up – July 16 <ul style="list-style-type: none"> ○ 8 divers registered but only 7 dived ○ Turtle Lake Lodge area of Turtle Lake ○ Minimal amount of garbage found ○ Second dive took place in a deeper section of the lake ○ Followed by potluck dinner and socializing at the Turpin cabin ○ 9 support personnel • Picked up the sailboat to be sunk at Atton's Lake <ul style="list-style-type: none"> ○ Power boat was already in our possession • Drive and Dive Event cancelled for this year • Club Projects for the summer still in the works <ul style="list-style-type: none"> ○ Scuttle a couple of boats in Atton's Lake ○ Attempt to locate the lost steam tractor in Turtle Lake
Moose Jaw Barracuda's (CC)	Nothing to report



<p>Regina Scuba & Snorkel Club (SS)</p>	<p>On July 1, we had strong representation from the club at the SUC Canada Day event.</p> <p>In mid-July, 6 members of the club took a trip to White Swan. We participated in a mix of shore and boat diving. We chartered a boat thru George in Saskatoon for half a day. Already our club has made reservations for next year and we're extending the invite wider. Unfortunately, the White Swan trip meant we could not attend the North Battleford event, which we have sent Regina reps to for the previous two years.</p> <p>With the launch of our RSSC website earlier this summer, our club has had several requests for courses and continues to perform open water pool training, SCUBA refreshers and discover SCUBA courses. The insurance issue has been something our Board has been grappling with, and its impact on course pricing.</p> <p>We will invest some funding into search engine optimization for our website.</p> <p>We are also exploring partnership opportunities with other Regina-based instructors to help build the diving community in our city and support each other.</p> <p>We are starting research into outreach/training opportunities in the Regina and area school system for this fall.</p> <p>Planning continues for our club's first international trip, to Cozumel in November 2022, which is sold out.</p> <p>Our "home" lake - Lovering Lake - is closed due to low visibility for the time being; probably until later in the fall.</p> <p>With John Kennedy being called away from Canada increasingly due to work, Chris and Shawn will assume the club rep role (Shawn's health, which caused him to step away from the Board earlier in 2022, has sufficiently improved).</p> <ul style="list-style-type: none"> •
<p>PA Scuba Club (EL)</p>	<p>Lots of fun and good snacks after we've had! We did four dives in July, with a total of 16 divers participating. We dove Heritage, Sandy Lake, and the Gem lake.</p> <p>Most dives award in July goes to Kellene Wolfe!!! Too many to count!!</p> <p>Little Bear Lake fun dives on August 27 - 28/22.</p>



	<ul style="list-style-type: none"> - 40 ft and 20 ft Pontoon boats. - Air fills available at Ed's Cabin. ○ 	
DISCUSSION	i.	
Motion	Motion to adopt the reports as presented (AM,KM) - CARRIED	
Motion		
6. Ongoing Business		
6.1 Program Director Duties		
Time allotted	CP/BN	
Discussion	<ul style="list-style-type: none"> i. Last meeting CP nominated as Membership and Program ii. CP cannot do both roles due to time iii. Will do membership, but cannot do both iv. BN stepping down, so need to find someone to fill president and Programs director v. BN carry-on until Sept 30th. vi. BL does not have enough time to step into President vii. Kyle willing to step up where needed 	
Motion	<p>Motion thanking Brad for all the work he's put in for both this term and the next term and it has been very much appreciated. (DM)</p> <p>Nominate KM for Program Director (DM,BL) - CARRIED</p>	
Action Items	Person Responsible	Deadline
BN will forward everything he has from Programs Director		Date time
		Date time
6.2 Membership Drive/Prize		
Time allotted	CP	
Discussion	<ul style="list-style-type: none"> i. Will get info from BN ii. EL - thoughts about providing students with SUC membership, discussion will continue going forward 	
Motion	Table this discussion for the new year (EL,DM) - CARRIED	
Motion		
Action Items	Person Responsible	Deadline



		Date time
6.3 CIBC		
Time allotted	BN	
Discussion	<ul style="list-style-type: none"> i. BN not able to get everything done with CIBC as have been out of province for the month ii. Will prioritize it for this week iii. Have all documentation to go forward with this. iv. Will need at least one new person to have signing authority 	
Motion	Motion to add Alanna as signing authority (KM, DM) - CARRIED	
Action Items	Person Responsible	Deadline
BN take care of this and update board when it is done		Date time
7. New Business		
7.1 Executive Director Applications		
Time allotted		
Discussion	<ul style="list-style-type: none"> i. TW gave a brief summary of the applications, etc ii. Board members provided their review of the candidates iii. Interview committee – KM, DM, TW; BL as an alternate 	
MOTION	<p>Motion that Tara, Brenda and Shayne are moved to finalist candidates for interviews (KM, AM)</p> <p>Motion that TW, DM, and KM are the interview committee with BL as an alternate (KM, CP)</p> <p>Motion that the salary range be from \$1000 - \$1600 per month depending upon qualifications, experience and negotiations (DM,CP)</p> <p>Motion that the new Executive Director would be paid their salary for the month of training (SF, KM)</p>	
Action Items	Person Responsible	Deadline
TW will thank the others for their applications		Date time
Interviews August 23, 2022 from 7-9pm		



KM, DM, TW develop interview questions		
7.2 Discussion of Board Restructuring/Governance		
Time allotted	BN	
Discussion	i.	
MOTION	Table this for discussion at the next AGM (KM, DM)	
Action Items	Person Responsible	Deadline
		Date time
7.3 SaskSport Accounting Services		
Time allotted	TW	
Discussion	i. Information was sent out to the board prior to the past meeting for review ii. Would be an advantageous service	
MOTION	The start the process of getting SaskSport to takeover the finances as soon as possible (KM,BL) - CARRIED	
Action Items	Person Responsible	Deadline
Contact SaskSport	TW	Date time
7.4 SUC Awareness Signs for Little Bear Lake		
Time allotted	BN	
Discussion	i. In our budget we have a budget for 2 signs per fiscal year, EL would like at least 1 sign for Little Bear ii. KM will approach Creative Clicks in Moose Jaw iii. Had also though about boat launch at Turtle Lake	
MOTION	Approve at least 2 signs for production (KM, SF) - CARRIED	
Action Items	Person Responsible	Deadline
Look into costs for the signs	KM	Date time
7.5 CIF Grant Application		



Time allotted	SF		
Discussion	<ul style="list-style-type: none"> i. CIF grant was rejected because SUC is considered a third party ii. SF will circulate the grant application to the clubs as maybe they can apply directly iii. Through Federal Government, funds for programs in July for “Canada Celebrates” activities, application cannot be submitted until January 1 		
MOTION	Table this until next meeting (DM,AM) - CARRIED		
Action Items	Person Responsible	Deadline	
		Date time	
7.6 Progress in Meeting SPRA Eligibility Requirements			
Time allotted	TW		
Discussion	<ul style="list-style-type: none"> i. We are close to meeting the requirements, a draft will be sent out to the board in the near future as each of the requirements has essentially been met 		
MOTION	Table for further discussion at next meeting once the board is fully updated (KM, SF) - CARRIED		
Action Items	Person Responsible	Deadline	
		Date time	
7.7 Update on Spending surplus funds			
Time allotted	BN		
Discussion	<ul style="list-style-type: none"> i. Budget reallocation needs to be done as there currently is no “surplus” ii. Thoughts need to be put into how the budget will be allocated iii. Discussions about tents and banners, etc 		
MOTION	Table for further discussions are next meeting (BL, DM)		
Action Items	Person Responsible	Deadline	
Reach out to a couple of places for tent canopies	KM, BN	Date time	



8. Schedule for Next Meeting	
Time allotted	Presenter
Discussion	Tuesday, September 13, 2022 at 19:00hrs
	TW set up via TEAMS
9. Adjournment	
Time allotted	Presenter
Discussion	Motion to adjourn the meeting (BL)- CARRIED
	BN adjourned the meeting at 20:20 hrs