

Garrison Petawawa Indoor Rock Climbing Club
General Meeting
08 Dec 2023, 1800hrs
73 Pembroke St W Pembroke ON

Members in Attendance:

Barb Langlois (President)
 Matt Luxton (Vice-president)
 Cynthia Tremblay (Equipment Manager)
 David Oakes (Equipment Manager)
 Tamayra Joy (Secretary)

Guest(s) in attendance:

Patrick Desormeaux
 Steven Murray
 Steven Almeida
 Sue Pottle
 James Carr
 Curtis Michael
 Janelle Wojtowicz
 Jay Go

Item	Discussion	Action By
1.	Call to Order	
	a. Meeting of the IRCC of Petawawa held at 73 Pembroke St W, Pembroke ON on 08 Dec 23 at 1830hrs.	Info
2.	Opening Remarks	
	a. Year-to-Date Membership Update (same as 2022/2023)(56 memberships, 109 members) b. Closing DEC 25-29/JAN 1-5 c. Monthly Membership available JAN \$24 d. Route Setting –JAN plan awaiting quote e. CNL funding - \$2000 f. Financial Overview - Income: \$4524 from membership, \$2800 youth program(20 enrollments \$140 x 20), \$79 rental, \$2000 CNL donation = Approx. \$9479 - Expenses: 3350 + 523, 1000 equipment and \$600 - \$5,473	Info
3.	Previous Business	
	New Equipment Purchases	

	<p>Spend approx. \$500/1000. Remainder to be use on a drill set x2. David motion to increase budget to \$1500 Seconded by Tamayra Motion carried.</p> <p><u>Youth Program</u> Big success. Amending age range as per Barb's recommendation to 8-18yrs for Spring session beginning end of June.</p> <p><u>Marketing Materials</u> Sold out (x2) in Oct and Nov. Matt motioned to increase marketing budget to \$250 Seconded by Tamayra. Motion Carried.</p> <p><u>Wall construction</u> Anticipated June-Sept now</p>	<p>Vote</p> <p>Vote</p>
4.	<p>Action Items</p>	
	<p><u>Treasurer Executive</u> Announced to everyone Saskia has resigned. Barbara Nominated Tamayra for treasurer position. Motioned by Barb; second by Matt. Motion carried.</p> <p>Tamayra Joy motioned to elect Steven Almeida for open executive position (secretary); second by Barb. Motion carried.</p> <p>Tamayra motioned to get a gift for Saskia: \$50 Second by Barb Motion carried.</p> <p><u>Extending Club hours</u> Current: Mon 6-9, Tuesday 5-8 Youth Families, Wed 6-9 Recommendations: all Tuesdays as family night between the youth programs. Motioned by Tamayra; second by Matt. Motion carried.</p> <p><u>Operational Logistics</u> Lead (approve if climber can do 10s and bring own rope) Keep courses 1 day/week (yes or no): agreed to teach every night as we don't limit drop-ins at this time. QuickDraw on the wall (prevention or education) – agreed to one month trail with them on the wall. Will revisit the issue if education is not working.</p>	<p>Vote</p> <p>Vote</p> <p>Vote</p> <p>Vote</p> <p>Info</p>

<p>Uniformity in the belaying teaching: assign a head instructor and keep to the outline created. Pass/fail test & new signing sheet to confirm tested.</p>	
<p><u>Marketing</u> Action Item: Women in sport – collect information and develop a program. Handicap ppl (there is a sport for every one initiative).</p>	<p>Barbara Langlois</p>
<p><u>Casual Hours</u> Tamayra motioned to increase casual hire to 2 nights a week (7hrs wk) beginning in JAN 2024. Current budget is \$2000, additional \$\$ required \$2000. Seconded by Matt. Motion carried.</p>	<p>Note</p>
<p><u>Competition Planning, Execution and Marketing</u> Min # of Participants: 20 Cost per Participate: \$25 Prize: Winner \$100 MEC, \$50 silver Pizza for Staff (\$50) \$300 earnings Action Item: anticipated date and outline of rules/event description. Develop marketing and communications materials.</p>	<p>Cynthia Tremblay</p>
<p><u>Route Reset</u> Action Item: Plan to effectively/efficiently remove all routes and clean the holds and ropes. Action Item: Get 3 quotes for the reset (for PSP) and co-ordinate with Altitude dates and included services.</p>	<p>Cynthia and David Tamayra Joy/Barbara Langlois</p>
<p><u>Lead Course</u> Feb 24/25: coordinated with PSP to update website and open registration for the course. Price has been set at \$65. Instructors assigned: Scott/Steven/Tamayra Action item: develop activity plan for each day. Action Item: all members email, psp newsletter, FB post.</p>	<p>Tamayra/Steven Tamayra Tamayra</p>
<p><u>Marketing Materials</u> Action Item: update pamphlets with approved changes and print another batch. Action Item: coordinate with PSP to get access to CANVA. Action Item: Email all members the update on new changes and winter leave closures. Action Item: coordinate with PSP monthly newsletter to release information on lead and competition.</p>	<p>Tamayra Tamayra Tamayra Tamayra</p>

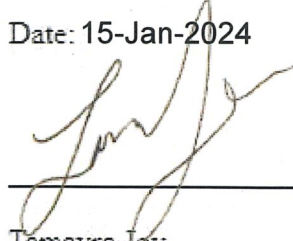
	<p><u>Kit Shop</u> Action Item: coordinate with PSP to develop a plan.</p> <p><u>Scouts/Caders</u> Action Item: touch base with scouts. Confirm activity plan, dates and cost.</p> <p><u>New Equipment</u> Vote for new holds. We agree that we should have an annual budget for hold replacement (\$2000). Under the circumstances, we require additional holds this year. Tamayra motion to include \$5000 with Altitude reset. Second by Cynthia. Motion carried.</p> <p>Action Item: email Adrian at Altitude to advise and connect with Barb to decide on hold types. Storage System for gear (transferrable from DDH to rec plex in future): requesting \$600 budget. Motioned by Tamayra Second by Matt. Motion carried. Action Item: develop and get quotes for storage.</p> <p><u>Rental Gear</u> Tamayra motioned to include renting gear as additional income source outside business operations. Agreed to offer for a custom price each time. No deposit required for onsite rental. Will consider offsite rentals on a case-by-case basis with a deposit. PSP confirmed one-time payment setup is quick and easy. Jeanie at DDH has been advised the club will rent gear and a facebook post was made for military PT. Seconded by Matt. Motion carried.</p> <p><u>Events</u> Bdays for \$200 (3hr)</p>	<p>Barb</p> <p>Matt/Tamayra</p> <p>Vote</p> <p>Tamayra/Barb</p> <p>Vote</p> <p>Barb</p> <p>Vote</p> <p>Info</p>
5.	Adjournment	
	<p><u>Next meeting date</u> - March 2024 Meeting concluded at 20:30</p>	Info

Barbara Langlois

Barbara Langlois

Club President

Date: 15-Jan-2024



Tamayra Joy

Secretary

Date: 15-Jan-2024

COMMENTS:



Patrick Desmoreaux

Club Coordinator (PSP)

Date: 16 JAN 2024



Brendan Cunliffe

Manager Community Recreation

Date: 24 Jan 2024

Casual hrs increase previously budgeted.



Judy MacDonald

A/Senior Manager PSP

Date: 24 Jan 2024

Recommended/Not Recommended

R. Balkaran, LCol

A/Deputy Commander 4 CDSG

Date: _____

Approved/ Not Approved