



INNOVATION CREATIVITY EXCELLENCE

Coquitlam Skating Club 2017 Annual General Meeting

Time and Date: 7pm Thursday, June 1st

Location: Poirier Rec Centre Meeting Room 2

CALL FOR APPLICATIONS FOR DIRECTORS OF THE BOARD and EXPRESSIONS OF INTEREST FOR COMMITTEE MEMBERSHIP

The Coquitlam Skating Club (“CSC”) is seeking members who would like to assist the Club in fulfilling its Mission Statement: *“The Coquitlam Skating Club will have a continuing legacy of excellence in skating and be recognized as a leader in the delivery of creative and innovative programs through effective coaching, discipline, perseverance, integrity, health and physical activity, and a sense of community.”*

Club members and member parents who are interested in being considered for a position on the Board of Directors are invited to submit an application by May 1, 2017. Application forms will be emailed to the club membership. Email secretary@skatecoquitlam.com if you would like a copy of the application.

Board Positions up for Election

Board Position	Term	Responsibilities
President	2 years	<ul style="list-style-type: none">• Preside at all meetings of the Club and of the Board• Ex-officio Member of all Committees• 10-20 hours/week
Vice President	2 years	<ul style="list-style-type: none">• Assist President in performance of duties• Take over President role when President unable• Lead one standing committee• 10-20 hours/week
Director at Large X 3 + 1 1 year term	2 years (1 year)	<ul style="list-style-type: none">• Attend and participate in monthly Board Meetings• Lead or participate strongly in one of the Standing Committees• Take on tasks necessary for the smooth running of the Club• 5-10 hours per week

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General Board Member Roles and Responsibilities

- Serve as a positive ambassador for the Club, its skaters, coaches and volunteers
- Participate in and be prepared for Board and Committee meetings
- Stay in touch with Club members and keep informed of Club matters
- Maintain strict confidentiality
- Represent Board decisions by speaking with “one voice” outside the Boardroom
- Recognize when there is a conflict of interest and act in an ethical manner

Board Members must be committed to giving their time and energy to the running of the club by attending meetings regularly, accepting responsibility and completing tasks effectively and timely, and supporting fully the decisions of the CSC Board.

This is a major commitment that must not be taken on lightly.

DEADLINE: 8 pm. May 1, 2017. Please forward applications for Board Positions or Standing Committees by email to secretary@skatecoquitlam.com,

annechow@skatecoquitlam.com, or erinchapple@skatecoquitlam.com. Sealed applications can also be handed directly to Leo Willing, Anne Chow or Erin Chapple or into the office.