

Edmonton Outdoor Club  
Volunteer Meeting Minutes  
Thursday May 13, 2010  
6:30 pm at Mae's house

In attendance: Sandie Sundgaard, Narmin Hassam, Larry Leitch, Peter McClure, Joanne Martineau, Karl Waskiewicz, Dave Forbes, Mark Gibbons, Ryan McKenzie, Jeff Shaw, Keith Barnes, Paul Carter, Mae Beck (Recorder)

1. Welcome and introductions
2. Event Cancellations – Pay attention to weather bulletins. When canceling an event please make sure that all members are contacted.
3. The coordinators are feeling that the no-show appeal process has many grey areas. All information from both parties needs to be reviewed by the directors. Coordinators were in agreement that the directors should side with the event coordinator when the process has been followed.
4. Safety Officer position duties were clarified by Peter. He is just doing his job according to the role of the position when he sends out “warning” emails. Peter will put a tip sheet online entitled “things to consider” to ensure that all safety and liability issues are covered.
5. Reporting and recording injuries and incidents will be further discussed by Susan and Peter to come up with a more formal process and procedures. It was suggested that all event coordinators should have basic first aid and CPR.
6. Scrambles - This topic is being revisited on a case by case basis. Jeff will forward definitions of Scrambles. Insurance

will be further researched and further discussion will take place at the next meeting.

7. Sandie resigned her position as Communications Officer. Jeff will take on the Communications Manager position. Karl will take on the Webmaster and content editor positions. Karl will email Rhonda to advise of the changes to the website. Ryan stepped down as a Director. The club needs more directors and it was suggested that the other volunteers could step into the role and assume the position for one month at a time on a rotational basis.
8. With many more events being posted on the calendar and many new coordinators, Sandie will send out a “tip sheet” for coordinators with some ideas to ensure smooth events. Sandie asked that drafted events be reviewed by one other person prior to posting.
9. It was agreed that the club would pay for food for the EOC volunteer meetings.
10. Club donations were collected by Mae to be given to Donna for deposit. Joanne \$30, Dave \$10, Paul \$12 and Mae \$68.
11. Next meeting Monday July12, 2010 at Mae’s home.