

2023-24 ANNUAL GENERAL MEETING PACKAGE

Wednesday, June 5, 2024



SASKATCHEWAN
— SPORTS —
HALL OF FAME

ANNUAL GENERAL MEETING

Saskatchewan Sports Hall of Fame
2205 Victoria Avenue
Regina, Saskatchewan
S4P 2L7

Wednesday, June 5, 2024
7:00 p.m.

AGENDA

1. Call to Order
2. Welcome and Introduction of Guests
3. Approval of Agenda
4. Presentation of Minutes of 2023 AGM – May 25, 2023 and Motion of Approval
5. Presentation of Operating Budget for 2024/2025
6. Presentation of Independent Auditor's Report
7. Presentation of Financial Statement
- 2023/2024 Audited Statement to March 31, 2024 as prepared by Virtus Group
8. Appointment of Auditor for Year 2024/2025
9. Chair's Report
10. Executive Director's Report
11. Sport History Project Report
12. Governance Committee Report
 - Nominations & Elections of new Board Members
13. Other Business
14. Closing Remarks
15. Motion to Adjourn

2023-2024 BOARD OF DIRECTORS

Chair:

Trent Blezy

Vice Chair:

Karen Meban

Treasurer:

Mike Babcock

Past Chair:

Robb Elchuk

Directors:

Amber Day
Tennille Grimeau
Scott Kistner
Tim Leier
Jeff Lightheart
Kelvin Ostapowich
Chris Weitzel
Cary Wessel

STAFF

Executive Director:

Erin Stankewich

Curator:

Bryann Seib

Communications Coordinator:

Matthew Gourlie

Education Coordinator:

Vickie Krauss

ANNUAL GENERAL MEETING

Saskatchewan Sports Hall of Fame
2205 Victoria Avenue
Regina, Saskatchewan
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Thursday, May 25, 2023
7:00 p.m.

AGENDA

Present: Trent Blezy – Chair
Karen Meban - Vice Chair
Robb Elchuk – Past Chair
Mike Babcock – Treasurer
Tim Leier
Jeff Lighthouse
Cary Wessel
Chris Weitzel
Tennille Grimeau
Kelvin Ostapowich
Brian Lee (Voting Member)
Bob Reindl (Voting Member)
Amber Day (Non-Voting Member)
Autumn McDowell (Non-Voting Member)
Ron Todd (Voting Member)
Steve Hordos (Voting Member)
Bryann Seib – Acting Executive Director (recorder)
Matthew Gourlie - Communications Coordinator (Observer)
Vickie Krauss - Education Coordinator/Admin Assistant (Observer)
Marah Mattison – Assistant Curator (Observer)

Regrets: Samer Awadh
Laurel Garven

1. Call to Order
 - Trent Blezy, Chair, called the meeting to order at 7:03 p.m.
2. Welcome and Introduction of Guests
 - Trent Blezy, Chair, welcomed guests, staff, and board members and proceeded with a roll call to confirm attendance.

3. Approval of Agenda

MOTION: Move approval of the agenda as circulated.
WESSEL/MEBAN Carried

4. Presentation of Minutes of the 2022 A&SM – May 26, 2022 and Motion of Approval
- Karen Meban Vice-Chair, reviewed the minutes of the 2022 Annual and Special Meeting (A&SM) No additions or changes were reported.

MOTION: Move approval of the Minutes of the 2022 A&SM hosted May 26, 2022, as circulated.
WESSEL/MEBAN Carried

5. Presentation of Operating Budget for 2023/2024
- Bryann Seib, Acting Executive Director, presented the 2023-24 budget that had been approved by the board to no objections or questions.

6. Presentation of Independent Auditor's Report
- Mike Babcock, Treasurer, presented the Auditors Report in detail.

7. Presentation of Financial Statement - 2022/2023 Audited Statement to March 31, 2023 as prepared by Virtus Group
- Mike Babcock, Treasurer, presented the Audited Financial Statement ending March 31, 2023 in detail.

8. Appointment of Auditor for Year 2022/2023
- Mike Babcock, Treasurer, recommended the re-appointment of Virtus Group.

MOTION: Move that Virtus Group be re-appointed as the auditor for year 2023-2024.
WESSEL/OSTAPOWICH Carried

9. Chair's Report
- Trent Blezy, Chair provided a verbal report in conjunction with the Chair's Report circulated in the Annual Report.

10. Executive Director's Report
- Please see Executive Director's Report circulated in the Annual Report.
- Marah Mattison, Curatorial Assistant provided a synopsis of the 3rd gallery phase II installation.
- Matthew Gourlie, Communications Coordinator, provided a synopsis of 2022/2023 communications activities.
- Vickie Krauss, Education Coordinator, provided a synopsis of 2022/2023 programming initiatives.

11. Sport History Project Report
- Please see Sport History Project report circulated in the Annual & Special Meeting Package.

12. Governance Committee Report
- Cary Wessel provided a verbal presentation for the Governance Committee Report

MOTION: Move approval of the Governance Committee Report as presented.
LIGHTHEART/MEBAN Carried

- Nominations & Elections
 - Cary Wessel, presented the nominations report as circulated in the Annual and Special Meeting Package. He then proceeded to call for nominations from the floor three (3) times.

MOTION: Move that nominations cease.
ELCHUK/LIGHTHEART Carried

- Cary Wessel presented the acclaimed state of Trent Blezy, Amber Day and Scott Kistner. Each individual present was invited to introduce themselves and speak briefly about their interest in serving on the board.

13. Other Business

- Trent Blezy acknowledged the work of outgoing board members Samar Awadh and Laurel Garven for their service on the board. They have provided legal support, policy/ bylaw writing, and administrative board support.
- Karen Meban thanked Chair Trent Blezy for his leadership of the organization during this important shift.
- Cary Wessel noted that September 23rd is the induction; will discuss board meeting dates soon.

14. Closing Remarks

- Trent Blezy thanked everyone for joining the AGM

15. Motion to Adjourn

Motion to adjourn at 8:11 p.m.
WESSEL/ELCHUK

SASKATCHEWAN SPORTS HALL OF FAME 2024-25 OPERATING BUDGET

The 2024-25 budget presented was developed and approved in March 2023, in accordance with Sask Sport requirements to provide an operating budget two (2) years in advance. It is anticipated that the 2024-25 budget will be updated and revised mid-way through the 2024-25 fiscal.

REVENUE	2024/2025 Approved Budget	
A. SASK LOTTERIES TRUST FUND		
(1) Annual Funding	\$	424,000.00
(1a) One-time Annual Funding		N/A
(2) MAP	\$	50,500.00
(3) Sport History Project	\$	25,000.00
SUBTOTAL	\$	499,500.00
B. SELF HELP - INTERNAL		
(1) Membership Fees	\$	15,000.00
SUBTOTAL	\$	15,000.00
C. SELF HELP - EXTERNAL		
(1) Donations (charitable tax receipted)	\$	25,000.00
(2) Fundraising	\$	34,500.00
(3) Interest	\$	2,500.00
(4) Sponsorship	\$	25,000.00
(5) Induction	\$	81,640.00
(6) Outreach Exhibits & Research Fees	\$	7,500.00
(7) Non-SLTF Grants	\$	22,500.00
(8) Other - Unappropriated Surplus	\$	-
SUBTOTAL	\$	198,640.00
TOTAL REVENUE		\$ 713,140.00
TOTAL EXPENSES		\$ 711,890.00
		\$ 1,250.00

EXPENSES:

A. ADMINISTRATION	
(1) Salaries & Benefits	\$ 292,866.00
(2) Office Operations	
(i) Rent	\$ 137,407.00
(ii) Parking	\$ 4,622.00
(iii) Operating Costs	\$ 13,500.00
(iv) Bank Fees	\$ 2,750.00
(v) Office Equipment	\$ 5,645.00
(3) Insurance	\$ 11,500.00
(4) Legal Fees	\$ 500.00
(5) Audit Fees	\$ 7,161.00
(6) Accounting Fees	\$ 2,750.00
(7) Staff Travel	\$ 4,075.00
(8) Other	
	\$ 482,776.00
B. CAPACITY/INTERACTION	
(1) Planning/Annual Retreat	\$ 8,000.00
(2) Professional Development	\$ 1,000.00
(3) Awards & Recognition	\$ 1,900.00
(4) Meetings	\$ 3,700.00
Board & Executive	\$ 3,500.00
AGM	\$ 200.00
(5) Communications	\$ 1,500.00
(i) Social Media	\$ 500.00
(ii) Website	\$ 1,000.00
(iii) Print	
(6) Marketing & Promotions	\$ 17,000.00
(i) Online Activations	\$ 17,000.00
(ii) Print	\$ -
(iii) Television	\$ -
(7) Professional Memberships	\$ 1,500.00
(8) Fundraising Expenses	\$ 20,800.00
(9) Other	
	\$ 55,400.00

EXPENSES:

C. PROGRAMS & SERVICES	
(1) Collection Management	
Exhibit Development	\$ 2,500.00
Digital Storage/Online Database	\$ 125.00
Storage Revitalization	\$ -
Conservation Supplies	\$ -
(2) Traveling Mobile Exhibit	
(3) Gallery Upgrades/Maintenance	
(4) Induction	
	\$ 75,239.00
(i) Print & Publication	\$ 6,000.00
(ii) Facility, Food, Beverage & Production	\$ 53,199.00
(iii) Hosting	\$ 15,540.00
(iv) Planned Giving Support	\$ 500.00
(5) Planned Giving	
	\$ 6,600.00
(i) Great-West Life Sport Legacy Program	\$ 3,600.00
(iii) Planned Giving General	\$ 3,000.00
(6) Education	
(i) <i>Creating Active Champions</i> - Summer	\$ 250.00
(ii) <i>Never Give Up</i> - spring & fall	\$ 4,500.00
(iii) Interpretive Activities General	\$ 1,000.00
(iv) Heritage Fairs	\$ 100.00
	\$ 98,214.00
D. GRANTS	
Sport History Project	\$ 25,000.00
MAP	\$ 50,500.00
	\$ 75,500.00

TOTAL REVENUE	\$ 713,140.00
TOTAL EXPENSES	\$ 711,890.00
	\$ 1,250.00

SPORT HISTORY PROJECT (SHP) GRANT 2023-2024

The Sport History Project (SHP) Grant is the envy of the sport heritage community in North America.

Unique to Saskatchewan, this grant allows organizations to capture and record, through a variety of means, the sport history of our province. Since its inception in the late 1980's the SHP has funded more than 40 publications, eBooks (both dedicated and produced in support of the print publications), and productions/exhibits. In addition, it has funded a number of archival management projects including the University of Saskatchewan Huskie Athletics archival collection and Special Olympics Saskatchewan archival holdings.

This year the Sport History Committee was made up of the following individuals: Kelvin Ostapowich, Robb Elchuk, Amber Day, Cary Wessel, Don Gallo, Don Steponchev and Erin Stankewich.

At the beginning of the 2023-2024 year, there was one active SHP – The Saskatchewan Games 50-year history project, which worked through and completed Phase II on their overall project. Two new projects came online from Waterski Wakeboard Saskatchewan and SASKI- Para Adaptive Snow Sports.

2023-2024 Project Activity is as follow:

- **The Saskatchewan Games Council (SGC)** submitted their final Phase II Report which outlined projects such as: exhibit development, digitization/archive projects, and full-length video documentary project. They received partial funding for Phase III which includes website development and updates to be launched with the 2024 Saskatchewan Summer Games.
- **SASKSKI SASKI- Para Adaptive Snow Sports** Phase I funding was awarded to go towards interviewing between 30-40 individuals who were involved in the history of adaptive sport within the SASKI organization. The goal is to collect stories and documentation of improvements and developments, accolades, and historical documents to develop a printed book.
- **Waterski Wakeboard Saskatchewan** Phase I funding was awarded to gather, collect, and digitize stories, artifacts, and records to develop a centralized repository of the history of Waterski and Wakeboard in Saskatchewan, with the goal of building out a website and 'travelling exhibit' of banners and other information.

GOVERNANCE COMMITTEE REPORT 2023-2024

In Q1, the governance committee struck an ED Selection Committee which engaged Leadership Source to execute the full recruitment process of a new Executive Director. Upon placement of an Executive Director in July 2023, the committee began regular meetings to address the following items in the 2023-2024 year: Board Committee placements, upcoming Sask Sport 'Safe Sport' Policy implementation, 2024-2026 strategic planning activities and new board member recruitment.

The Board situation with the year ending March 31, 2024 is as follows:

- Kelvin Ostapowich has completed his second term and will let his name stand for re-election.
- Taylor Froelich is looking to serve her first term on the board and is seeking election.
- Jennifer Leflar is looking to serve her first term on the board and is seeking election.

At present the following nine (9) individuals remain serving on the board (*in alphabetical order*):

- Mike Babcock
- Trent Blezy
- Amber Day
- Robb Elchuk
- Tenille Grimeau
- Karen Meban
- Jeff Lightheart
- Chris Weitzel
- Cary Wessel

The following three (3) individuals are being presented for election to the Board of Directors of the Saskatchewan Sports Hall of Fame:

- Taylor Froelich
- Jennifer Leflar
- Kelvin Ostapowich

Taylor Froelich

Taylor grew up in Moose Jaw, SK and has always been interested in all things sports. Watching her parents play competitive slo pitch, she became a baseball enthusiast from a very young age. She played fastball competitively for years and continues to play to this day. Taylor moved to Regina after graduating from Mount Royal University in Calgary in 2017. She graduated with a Bachelor of Business Administration degree, with a major in accounting and a minor in finance and economics.

Upon graduation she started her accounting career in public practice at KPMG, where she worked primarily in the external audit stream for 4 years. She passed the Common Final Exam (CFE) of the CPA program in 2019 and officially became a Chartered Professional Accountant in 2021. Taylor now works at The Corner Office as a Senior Associate, providing contracted CFO and Controller services to a diverse client base. Taylor oversees more than 20 clients at The Corner Office, spanning across different industries, with a specialized focus on non-profit organizations.

Jennifer Leflar

Jennifer is the vice president responsible for the enterprise change management team at SGI. Prior to her role as VP, she led one of the company's busiest corporate functions, the communications, design and media relations teams. She also served as Director of Corporate Strategy in 2017 and 2018. Jennifer began her career as a radio and television news reporter, winning industry awards for breaking news coverage.

Jennifer holds a Master's degree in Business Administration from the University of Regina, with a focus on executive management. She and her husband, Scott, keep busy raising their two kids, Emma (12) and Owen (9). Jennifer is also a lifelong baseball fan, who has visited many of the iconic ballparks and the Hall of Fame in Cooperstown, NY

Kelvin Ostopowich

Kelvin Graduate of the University of Regina (Economics) in 1987 and currently works in the wealth management sector as a Portfolio Manager with CIBC Wood Gundy. Kelvin was Inducted into the Saskatchewan Sports Hall of Fame in 1998 as a member of the 1986 Regina Rams Football Team, Canadian Junior Football Champions. That year the Rams dominated the individual Prairie Junior Football Conference awards, including Kevin being named the Offensive Lineman of the Year.

As a long time board member with the Regina Rams Football Team, Kelvin was a serving board member when the team won the 1993 and 1994 Canadian Junior Football Championships, these teams were inducted into the Saskatchewan Sports Hall of Fame in 2006. Kelvin sat as Chair of the Sport History Committee in 2023-2024.