

# WHISTLER GYMNASTICS

## AGM 2024

### Report



**Tuesday June 18, 2024**  
**5:30 – 7:00pm**  
**HI Whistler, 1035 Legacy Way**  
**Meeting Room**



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# 2024 ANNUAL GENERAL MEETING

## AGENDA

**Tuesday June 18, 5:30PM –7:00PM**

Meeting Room at Hostel International Whistler, 1035 Legacy Way



### AGENDA:

- 1) **Approval of 2024 AGM Agenda**
- 2) **Approval of Minutes of AGM 2023**
- 3) **President's BOD Report – Jamie Dowling**
- 4) **Executive Director's Report- Marc Davidson**
- 5) **Annual Financial Reports – Natalie Percival**
- 6) **Motions to Affirm BOD resolutions.**
  - *Motion to affirm Financials year end 2023-2024.*
  - *Motion to affirm 5% Program Fee Increase on camps, bookings, and class fees.*
  - *Motion to approve projected Operating Budget 2024-2025*
  - *Motion to extract and define the WG portion of the Whistler Gymnastics Membership Dues from the GymBC Membership fee.*

GFA Membership Due:	\$10
Competitive/ Interclub Membership Due:	\$20
  - *Motion to reduce GFA Athlete Adjustment Refund Timeframe*  
*-From 1 month (30 days) to 2 weeks (14 days) for new members in each season/ session.*
  - *Motion to change WG policy on General Meeting Notification timeframe to conform with GymBC 2020-2021 change and to clarify conflicting interpretations in WG bylaws.*  
*-Summary of the changes to include that the Notice of the AGM must be given no later than 21 days prior to the meeting and no sooner than 60 days prior to the meeting.*
  - *Motion to leave summer operations in the hands of the ED and Executive until the next full BOD meeting in the fall.*
- 7) **Recognitions 2023-2024**
- 8) **Election of New Board Members**
- 9) **Confirmation of Next Meeting: WG BOD Sept 2024**
- 10) **Close meeting**



**2023 ANNUAL GENERAL MEETING  
MINUTES  
Tuesday June 20, 6:15PM –7:30PM**

**1) Susie Called meeting to order – 6:20pm**

**2) Members Present**

*a. Tanya Rowe*

*b. Ryan Oughtred*

*c. Natalie Percival*

*d. Nicolette Richer*

*e. Tami Mitchel*

*f. Susie Douglas*

*g. Karina Meik*

*h. Sally Whitehead*

*i. Not present*

*1. Wendy Miron*

**3) Approval of 2023 AGM Agenda**

*a. Karin*

*b. Dana*

**4) Approval of Minutes of AGM 2022**

*a. Tami*

*b. Karina M.*

**5) President's BOD Report – Susie Douglas**

*a. Susie Reviewed report – summarizing strategic planning session at beginning of year to accomplishments at year end.*

**6) Annual Financial Reports –Natalie Percival**

*a. Natalie Reviewed Report with additional written summary in person*

# AGM FINANCIALS

PROJECTED SURPLUS \$19.7K  
BUDGETED DEFICIT -\$3K

REVENUE:	22/23 ACTUAL	22/23 BUDGET	23/24 BUDGET
GBC INSURANCE	11,786	12,500	12,500
WHEELER FEES	420,794	413,500	451,726
PEMBERTON FEES	163,758	104,500	165,600
FUNDRAISING	2,205	2,300	1,300
GRANTS	61,252	52,200	90,785
NSC U*	44,346	18,735	23,172
(41) LOAN INTEREST	-	-	7,500
<b>REVENUE TOTAL</b>	<b>704,141</b>	<b>603,735</b>	<b>752,584</b>
EXPENSE:			
WHEELER FACILITY	107,453	113,087	104,079
PEMBERTON FACILITY	31,331	27,050	34,550
WHEELER PROGRAM	35,851	31,000	30,600
PEMBERTON PROGRAM	8,763	14,620	18,600
(41) WHEELER PAYROLL	344,636	335,350	415,910
(41) PEMBERTON PAYROLL	48,544	30,050	58,582
PAYROLL TAX	34,349	34,574	41,010
CONTRACTORS	10,560	9,000	9,000
PAYROLL OTHER	8,401	12,000	12,500
* AMORTIZATION	54,512	-	24,918
<b>EXPENSE TOTAL</b>	<b>684,400</b>	<b>606,731</b>	<b>749,749</b>
	<b>\$19,741</b>	<b>-2,996</b>	<b>'2,835</b>

## 7) Executive Director's Report- Marc Davidson

a. Marc reviewed report.

## 8) Motions to Affirm BOD resolutions:

- Motion to affirm *Financials year end 2022-23*

- Nicolette
- Sally
- Unanimous vote- Motion passed.

- Motion to affirm *Organizational Structure 2023-2024* with the following changes of note:

- Addition of Executive Director, Pemberton Coordinator, and GFA TG Coordinator.

- Susie
- Jen
- Unanimous vote- Motion passed.

- Motion to approve **Operating Budget 2023-2024**

-Projected surplus of \$3,000

- Sally
- Karina
- Unanimous vote- Motion passed.

- Motion to approve **2023-2024 Wage Increase**

-Coaching wage increase of 16% to provide a competitive, living wage for our coaches (without increasing program fees).

- Clay
- Dana
- Unanimous vote – Motion passed.

- Motion to approve creation of **Wellness Account**

-Contingent on surplus distribution at year end(s) for returning salaried staff who are enrolled in the benefits plan

-Propose \$1,250 per qualified employee dependent on year end surplus to be administered through WG's health insurance provider

- Jamie
- Clay
- Unanimous vote – Motion passed.

- Motion to approve change of current **Program Policy**

-Changes of note include program withdrawal/ suspension refunds discretion transferred from BOD to Executive Director, updated financial assistance to ATS (Athlete Travel Subsidy), and a broadened vision on Access and Inclusion. Please click on link below to view the policy:

[https://drive.google.com/file/d/1u1oWCkJpyFJbbqnbKp2L0MYMhF2lkRT6/view?usp=drive\\_link](https://drive.google.com/file/d/1u1oWCkJpyFJbbqnbKp2L0MYMhF2lkRT6/view?usp=drive_link)

- Tanya
- Nicolette
- Unanimous vote- Motion passed.

- Motion to approve **Risk Management Policy**

-Items of note include Safety First Safe Sport, Participant Protection, Conduct & Behavior, Maltreatment/Abuse, and Security/Privacy. Please click on the link below to view the policy:

[https://drive.google.com/file/d/1o3iiZbRgMDBYZi39sCIf3XpK-52rE7NC/view?usp=drive\\_link](https://drive.google.com/file/d/1o3iiZbRgMDBYZi39sCIf3XpK-52rE7NC/view?usp=drive_link)

- Susie
- Karin
- Unanimous vote- Motion passed.

- Motion to affirm addition of **Finance Committee and Risk Management Committee to BOD Standing Committees** as required by the BC Societies Act

- Susie
- Tanya
- Unanimous vote- Motion passed

### **9) Recognitions 2022-2023**

- a.* Catou was recognized for Viasport Community coach of the year award.
- b.* Hodie Award (AKA - volunteer of the year) – Ryan
- c.* Sheila Moses Award – Lucy Smith.
- d.* Rikka Tindle Award Kai Walker.
- e.* Kyle Word was recognized for his passion for gymnastics and passing on his love for gymnastics and sport in general. He now has a plaque in the facility.
- f.* Susie recognized Max, Yuca, and daughter Juno. For all of their efforts to assist the club over the past year.
- g.* Karin was recognized for her 32 years of service for WG.

### **10) Election of New Board Member**

- a.* Jamie Dowling was nominated and accepted.
- b.* Jen Brophy (Nominated and elected immediately following meeting close)

### **11) Confirmation of Next Meeting: WG BOD Sept 2023**

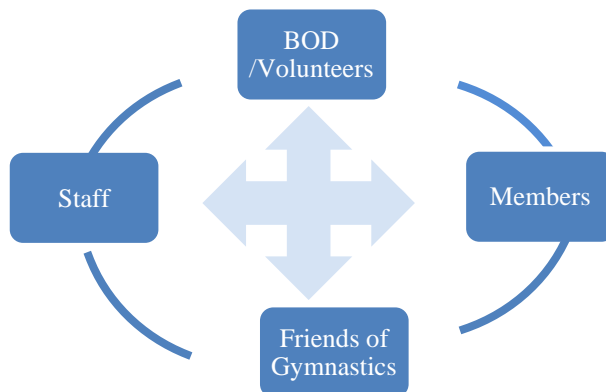
- a.* **Deferred.**

### **12) Close meeting**

- a.* **7pm**



## Whistler Gymnastics Organizational Structure 2024/2025



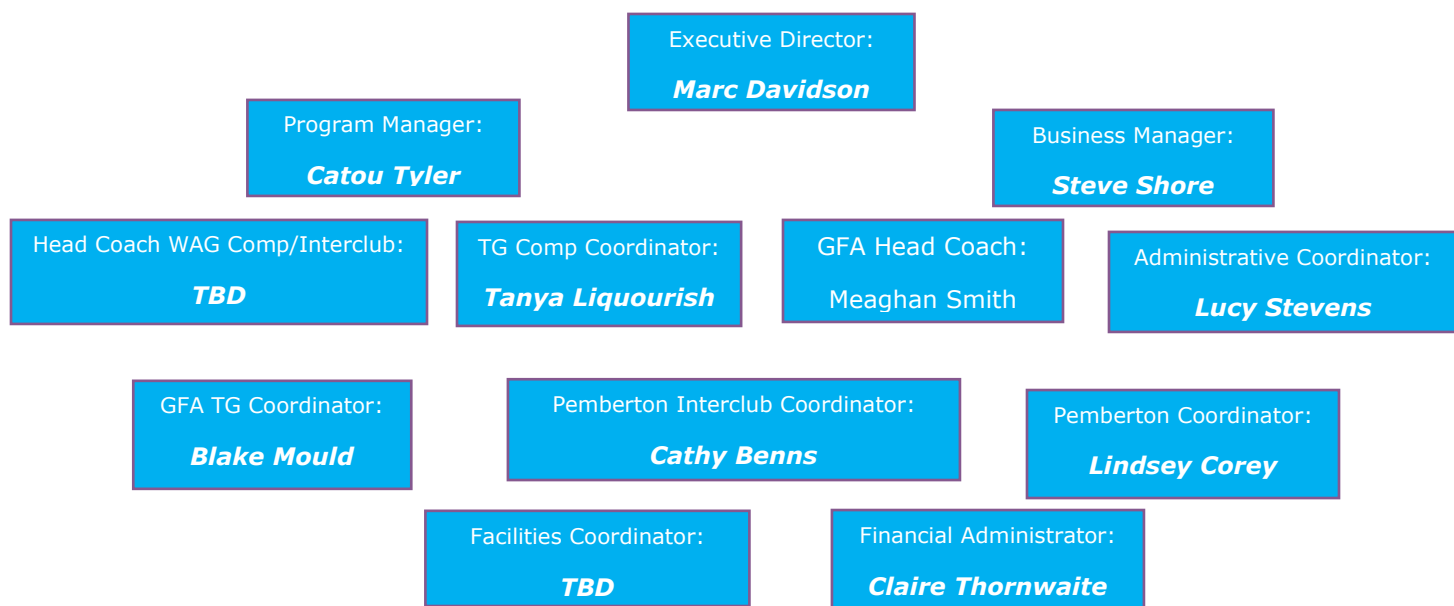
### Volunteers and BOD

**Volunteer Membership**-registered adult members or designated parent of registered youth members and registered volunteers

**Board of Directors (BOD)** 5-9 Directors elected annually from membership to form Board - positions include \*President, \*Vice President, \*Secretary/Treasurer, and Members-at-Large from: GFA, COMP and PEMBERTON

**Volunteer Positions and \*Officers may include:** - \*Sport Advisor, \*Volunteer Coordinator, \*Funding Coordinator, \* Inclusion Advocate, \*Safety Officer \*Summer Classic Meet Coordinator, \*Policy & Procedure Advisor

**Volunteer Committees: -Standing-**\* Executive Committee, Finance Committee, Risk Management; **Special** – Human Resources, Whistler Summer Classic, Fundraising, Pemberton Facility



### Coaching Staff

Certified Coaches      Trained Coaches      Coaches-in-Training (CIT)      Pre Coaches-in-Training (PRECIT)      Volunteer Assistants

### Club and GBC Members

Club voting members: -Registered (annual) GBC participants and their designates, and registered volunteers.

GBC membership types: - Annual, Casual, Associate (Schools/Sports Org), Non-Member Guest

## **PRESIDENT'S REPORT BY JAMIE DOWLING**

Dear Members,

I am pleased to present the annual president's report on behalf of the Whistler Gymnastics Club Board of Directors. Over the past year, we have made great progress, and I am delighted to share the latest developments and achievements of our club with you.

### **Implement a safe and professional hierarchy of communication for all stakeholders in the organization.**

The safety and well-being of athletes and staff has always been top priority. In our efforts and commitment to safe sport practice, we continuously reviewed and updated our policies to reflect current best practices in the sport industry and compliance with governing sport bodies. Our management team also conducted policy training sessions for staff, establishing policy integration into daily operations. Introduction and implementation of the Google Workspace was also set in place to ensuring all staff have a Whistler Gymnastics email address and all communication is shared through email.

### **Provide resources and support for ongoing professional development training opportunities for all staff.**

Through the 2023 strategic planning process the BOD determined it was important for staff to have a work/life balance, competitive salaries/ wages, general wellness, and recognition.

The BOD targeted efforts to these goals by overseeing the building of a new wage increment system, a new pathway with support for professional development, offering two staff housing apartments, and the provision of healthy snack/drinks for staff during work shifts.

We ran 4 mental health workshops for all our competitive athletes and coaches. Parents were invited too. The workshops were mental performance based with a focus on mental health for athletes and coaches. All workshops were well attended, and great feedback was received.

### **Drive the purpose and values of the strategic plan into day-to-day operations.**

Over the past year all the program policies and guidelines have been reviewed to ensure we are working along the program best practices to keep consistency across all program types and across the facilities. We also set strategic priorities for the overall club communication. We value the growth of this club and strive to keep connected to the community and our members. As a board of directors, we imbed our current strategic plan into all our decision making.

### **Ensure Excellence and consistency in the development and delivery of all programs in all locations. Based on standardized Canadian programs.**

Our program enrolment numbers have remained consistently strong throughout all types and levels. We were able to offer more Active start classes to the community. Summer camp enrolment has been an overwhelming success. The demand for participation has remained steady and currently all available spots have been booked. With waitlists in place. We have also received some excellent achievements from the competitive team athletes in both Trampoline and Artistic Gymnastics.

Enthusiasm for Gymnastics and Trampoline among children and their families has not wavered. The club remains committed to providing a supportive and inclusive environment for all participants, ensuring their personal growth, and fostering a love of Sport for Life.

This response from our members is a testament to the reputation and quality of our gymnastics and trampoline programs. We remain committed to quality programming that provides a safe supportive environment to all athletes.

### **Maintain fiscal responsibility.**

I am pleased to report that our club's financials are looking sound. Due to responsible financial management, grants, and fundraising efforts we are close to maintaining a balanced budget.

This year, the board voted to move ahead with the Permanent Pemberton facility, a project that has been in the works for the past two strategic plans due to the high demand to increase programming. With a sound management team, full coaching staff, full Board executive committees, and a healthy budget, the club decided it was time to move forward with the project. With minimal adjustments to our operations, we are able to do this with a balanced 2024-2025 budget.

### **Whistler Summer Classic:**

We look forward to hosting this years Whistler Summer Classic with 400 athletes in attendance! This event is a highlight of our year and is the club's primary annual fundraiser. Our dedicated team has been working hard on planning and we invite all club members to mark their calendars and join us for this exciting event on June 14th -16th 2024. There will be silent auction items to bid on and the 50/50 fundraising raffle (open through to June 16<sup>th</sup>).

In conclusion, I would like to thank our dedicated staff, coaches, volunteers, and all club members for their hard work, support, and commitment. Our club's success would not be possible without you.

Sincerely,  
Jamie Dowling  
President, Whistler Gymnastics Club

## **EXECUTIVE DIRECTOR'S REPORT BY MARC DAVIDSON**

As the 2023-2024 Gymnastics season comes to a close, so too does my first full year as Executive Director and I could not be prouder to be a part of the Whistler Gymnastics family. This past year saw an unprecedented number of programs offered, and a 92% overall satisfaction rating in our annual member survey.

This year we updated our Wage Tier compensation and our semi-annual Performance Reviews, both of which contribute to coach development and professional development planning. Our coaching staff's dedication to your athletes and their passion for gymnastics and trampoline is truly inspiring. We are fortunate to have such talented coaches and managers who continually strive to provide an excellent experience, both on and off the floor.

We were grateful to have received several grants this year, including one from the Whistler Blackcomb Foundation which supported School Group Programming. We were able to provide a gymnastics experience for children from Spring Creek Community School, L'Ecole La Passerelle, and Blackwater Elementary from D'Arcy. This program was well received, and we hope to continue it next year. With help from the Whistler Community Foundation's Economic Recovery Grant we have been able to improve and modernize some of our systems involving communication, financial planning, and database management. Scheduling upgrades will continue to be implemented over the summer.

As we look forward to the 2024-2025 season, we are thrilled to announce the planned opening of a full-time facility that will offer permanent programming to Pemberton and the surrounding communities. We hope to offer a soft opening with Summer Camps in August followed by full time programming commencing in September. Stay tuned for more updates and the official announcement soonest!

The management team has been hard at work planning, developing, and refining our program offerings for the 2024 – 2025 Season. We are exploring "The Fitter for Life" Program, which was developed with a view to provide safe and enjoyable ways for older adults to re-engage in physical activity. We are also exploring new ways in which our Pemberton facility may offer and engagement and support within our First Nation communities.

And lastly, it is with mixed feelings that we say goodbye to Coach Karin and wish her all the best in her retirement and her upcoming motorcycle adventures in New Zealand. Karin has dedicated over forty years of her life to gymnastics, inspiring the lives of many generations of gymnasts. Karin's shoes will be impossible to fill but her legacy will always be a part of our club.

On behalf of all the coaches, managers, and Board of Directors I would like to thank our members. As a nonprofit, community organization we could not do any of this without your continued support.

# **MANAGEMENT REPORTS**

## **Business Manager Report 2024 – Steve Shore**

1. Full transition to Google Workspace allowing for full workspaces for all employees including Whistler Gymnastics branded e-mail- no more siloed accounts. Full admin console allowing for smooth transitioning between employees
2. Sage Integration allowing for accurate financial viewing for everyone
3. Use of Grant to update website and integrate full scheduling software to improve scheduling and pay roll processes.
4. Implementation of Policies into Uplifter- to be continued with further agreements as they become available
5. Programs 90% full and all comp programming already available.
6. Continued outreach with school groups etc. to continue to drive revenue during downtime periods in the Gym- great year for access bookings.

## **Program Manager Report 2024 – Catou Tyler**

Overall, a successful year, registration numbers increased compared to last year. The fall session schedule ran well, so only minor adjustments were made for the winter and spring sessions at both locations.

Highlights include:

- Cathy Benns and I brought a group of Sea to Sky Gymnasts to World Gymnaestrada 2023 in Amsterdam. It was a very successful event and are planning to attend World Gymnaestrada 2027 in Portugal.
- A big shout out the ALL the coaching staff did a great job this year but who are continually looking to learn and improve the knowledge of coach and technique. .
- Meaghan Smith had a great first year as the GFA head coach.
- We held a CIT workshop in Fall
- We had a slight hiccup in the Active Start coaching staff with Clare O'Dea injury. Luckily, we had started to train Liz Self, who took over many of her classes.
- WAG Competitive program ran smoothly this year for Karin Jarratt's last year.
- TG Competitive program also had a good year. Thanks to Tanya and Blake.
- Pemberton's GFA Programs were led by Lindsey Corey
- I became chair of the GFA committee for Gymnastics BC and therefore I am on the Board of Directors for GymnasticsBC
- Summer 2024 registration has been great, and the advance Interclub camps have been very popular and selling out.
- Competitive programming for the 10-month programs are complete,

The 2023-2024 season...

Year	Location	Interclub	GFA AG	GFA AS	GFA TG	WAG Comp	Comp TG	AD	Total
2022/2023	Whistler	25	201	142	44	17	26	41	496
2023/2024	Whistler	25	242	112	56	20	35	33	523
2022/2023	Pemberton	55	106	78	0	0	0	0	237
2023/2024	Pemberton	53	122	83	0	0	0	0	258
2022/2023	Both	80	307	220	44	17	26	41	735
2023/2024	Both	82	364	195	56	20	35	33	785

Year	Location	Total Unique Participants
2022/2023	Whistler	496
2023/2024	Whistler	506
2022/2023	Pemberton	237
2023/2024	Pemberton	258
2022/2023	Both	735
2023/2024	Both	785

### **WAG Update – Meaghan Smith**

In my first year as the Gymnastics for All (GFA) Head Coach for Whistler Gymnastics, the program has seen remarkable progress and success. The past year has been marked by significant growth and achievement in our GFA programs.

Our team (Whistler) Lucy Stevens, Nadege Mindel, Robin Jean-Legros, Alessia Macri, Matilda Mealiff, Blake Mould, Maxine Charron, Kirra Douglas, Liz Self, (Pemberton) Lindsey Corey, Alison Beirelein, Maria Paz Diaz Bravo, Charlie Parker-Losee, Evan Aldroft, and Jula Leigh have worked tirelessly to create a supportive and inclusive environment, ensuring that each athlete, regardless of skill level, feels valued and motivated.

The positive feedback from parents and students alike has been overwhelming, and we are excited to build on this momentum in the coming year, striving for even greater heights in our gymnastics community.

### **WAG COMP and Interclub Update – Karin Jarratt**

**3 WAG teams** with 18 athletes and returning coaches, Karin Jarratt, Meaghan Smith, & Lucia Stevens. After discussions with veteran athletes, we decided to move back to the Canadian Competitive Program (CCP, formerly JO). We participated in the Xcel Program last year and were disappointed that it wasn't being used the way it was intended; to have athletes that train similar hours compete together and not be

dominated by the bigger clubs who train up to twice as much. The move back to “real” competitions, including Provincial Championships, proved frustrating for many athletes as the results were predictably not as satisfying as last year’s. As we can’t offer everyone more hours, the move back to Xcel is the natural path. There were a few exceptions this year including Ruby McLatchie, who proudly earned a bronze medal at Provincials, thus adding her name to the Champions Wall. As well, many athletes had personal best performances and podium visits at the various meets. I’ll miss traveling with the team to show them off!!

**2 Interclub teams** with 26 athletes and 3 coaches.

Coach Meaghan Smith oversaw 2 younger coaches; Kayna Frame and Nadege Mindel, who quickly bonded with the teams and helped develop good skills. Feedback from parents and athletes has been excellent and many have friends that now want to be included. Most will be returning, leaving only a few spots to invite the next generation of keen performers.

### **Facility Update – Karin Jarratt**

Cleaning has still been mostly up to me and the few coaches that have stepped in to help. I highly recommend having coaches stay for 5 min after class to clean up food scraps and check the bathroom before they leave as that would alleviate some of the weekly cleaning.

Our equipment is in good order with most issues that come up being solved quickly now that we have a reporting system (thanks Steve).

### **Trampoline Update – Tanya Liqourish**

We had a very successful year and introduced 8 new kids to competitions! They worked hard over the spring break and competed at Provincials and really enjoyed themselves! The previous competitive athletes continue to grow and blossom into an amazing team, and they are all achieving their goals! Max and Kade are heading off to Nationals this week and look fit, ready and super happy! They are both competing challenging routines, but I believe they are heading towards a podium! This will be Kade’s first National’s and Max’s second. Max was also invited to represent Canada in Portugal at the World cup. We declined.

We have two kids out on injury. Sofia tore her ACL while skiing and is waiting for surgery and Sophie is suffering from back pain. Both are super excited to get back on the trampoline. I feel it is very unfortunate that we do not have a rehab/ conditioning corner set up. I think it would be great to have a small area dedicated to this so that the kids who are healing and unable to train can still come in the gym and support their friends. They will also feel part of the group because the social aspect of training is 90% of the fun in sport. Athletes that create a community are more likely to remain in sport for life.

We have one athlete not returning in the future because she is focused on skiing and two that are thinking about it not returning because the compete freestyle and snowboarding.

Blake and I attended all the competition because Trampoline Gymnastics BC were trying a new type of scheduling. I think that we could cut down our competitions costs significantly if we can find a way to bring only one coach for parts of the competition.

This year I volunteered a total of 87 coaching hours.

Fun Meet Shasta- 5 hours plus driving to New West

Retreat- 12 hours over 2 days

National Training camp 10 hours plus driving to New West

Westerns- 30 hours

Nationals- 40 hours

\*\*\* Because National and Western competitions only have limited athletes attending, I cannot ask them to cover all these costs. The cost would make it prohibitive to go.

It is very important that I attend these meets to find out about new rules, attend coaching forums and gymnastic Canada discussions and also spend time with other coaches. We often talk about new techniques and strategies. Attending the meets has allowed me to grow as a coach and is the best way for me to progress my skills.

This year I was named as an official Team BC coach to Westerns.

I was very excited to order our new trampoline this year. I have waited two years to get a new Ultimate trampoline as they are the trampolines that the kids are competing on locally and nationally. Our trampoline frames are more than 12 years old and are in dire need of repair. The welding for the springs around the frame are worn down about to break and I believe they need to be repaired. Blake did the research, and we were planning to order one in May so that it could be installed in July during the equipment week however we were told that even though it was in the equipment rotation plan the club has decided not to follow through with it. I was told that we needed to fundraise to get it. This is very concerning because had we known we were not going to order it we could have planned our fundraising years ago. I am extremely frustrated but also feeling trapped because if I complain I will be jeopardizing the future of our program because we will be seen as “high maintenance”. Our athletes work hard 4 days a week and deserve to have the frames upgraded after 12+ years. I am not in support of asking our Pemberton/ Whistler athletes to commute to Vancouver to train on competition quality equipment. I believe we can find it in our budget to replace at least one frame and have the old one repaired for the new Pemberton facility.

It is important that we recognize our high level and long-term athletes and their efforts as they are the role models for the future gymnasts or acrobats in Whistler. It is spectacular to watch Max jump up to the roof and do a triple with ease. Any person that walks by will be fascinated and admire the skill and dedication that it takes to achieve these levels. It is also VERY difficult to keep kids in a competitive sport past 15 years old with the pressures surrounding them to do otherwise. Providing them good equipment and supportive atmosphere is the least we can do. I also feel like the athletes that graduate and Highschool through our program deserve a banner on the graduate wall! (New Idea)

I would like to see our gymnastics and trampoline athletes collaborate more during training to create a better team atmosphere. Lucy and I have been working more together to create a better bond between the athletes. I asked to create a trampoline/ gymnastics interclub program for the last 4 years and have a group of athletes ready to join however the administration has been unable to find a time in the schedule to make it work. I think this is very unfortunate because many gyms are heading in this direction and finding great success. I hope we can do it next year...

Overall, I am happy with all the athletes and the time I have been working with Blake. He has been an amazing coaching companion and I love how we can create a beautiful team. The parents have been very supportive, and I look forward to another great year. All the coaches at the Whistler gymnastics are amazing and we are very lucky to have such dedicated and reliable workers. I also am excited to provide an even better product now that both my kids are in school, and I am no longer a full-time mom during the day and coach at night. I should have more time to plan during the day and sleep at night! Yeah!

Have a good summer,  
Tanya

# ANNUAL FINANCIALS REPORT BY NATALIE PERCIVAL

## Notes to FY2023-24 Annual Results - as at May 15, 2024

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**Fee Revenue:** On target to meet annual budget of \$630K. A \$30K increase over prior year (\$606K)

**Fundraising/Grant Revenue:** Assuming WSC achieves \$40K budgeted profit we will come in approx \$10K under budget of \$140K. There was an \$18K gaming grant shortfall where we didn't receive what was applied for. Recognized \$20K of CEBA grant (funds were received during COVID).

**Facility/Office Expense:** WSL operating overage from the previous year was billed in July for \$9K which we adjusted the budget for. This expense has increased close to \$25K over the last 3 years. Final lease payments of the fiscal have not been made. Expect this line item to come in slightly over budget of \$162K on a prior year of \$140K.

**Program Expense:** Meet fees and related expenses (mileage, hotels etc) continue to rise in line with inflationary pressure. This line item expected to come in slightly over budget (\$49K). We've trimmed in other areas to maintain overall spend in this category at prior year \$50K

**Payroll Expense:** Coaching wages are over budget but in line with increased programming. Approved a health spending account last year and we weren't sure what usage would look like. That expense is higher than budgeted for but on the flip side sick pay was far less than budgeted for. Overall payroll expense is expected to come in at budget of \$542K

## Notes to 2024-2025 Budget

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\*Compared to 2023-2024 Budget

**Fee Revenue:** WG Membership dues budgeted for \$9K. Used to be combined with GYMBC insurance which was a net item. Fees income up 27% from \$452K to \$575K (more programming, 5% fee increase). Pemberton up \$104% (new facility offers far more capacity and time for programming with no equipment set-up/take down). Overall 45% more revenue expected from fees (\$913K to a prior year budget of \$630K)

**Fundraising/Grant Revenue:** No CEBA and only budgeting for gaming grant received last year (\$37K) and planning on a small Pemberton meet. Overall budgeted \$23K less than prior year. Interest on our GIC's (assuming no early draws) should be \$5.7K.

Total income up 34% (\$1.03 million to \$769K prior year)

**Facility/Office Expense:** Pemberton lease has not been finalized but based on our assumptions the facility will cost approx. \$69K (previously \$35K). In total a 26% increase (\$204K to \$162K)

**Program Expense:** Meet fees and meet travel expenses have been budgeted more in line with the increased costs we saw this year with an expected to be 59% increase (\$78K to \$49K prior year)

**Wage Expense:** Small portion of the rise is attributed to the increase in minimum wage. Majority of a 33% increase is the extra programming resulting from permanent Pemberton facility (\$720K to a prior year of \$542K)

**Other Items of Note:** Three months of free rent as part of Pemberton lease can be offset by increased summer programming there next year. Anticipating \$75K in equipment/start-up costs for Pemberton which we've received some positive verbal confirmations of funding for. We have \$158K in contingency funds to assist in the start-up phase but are hoping to keep in reserve for other unexpected events. A healthy contingency would be about 6 months in reserve (\$500K in our case) so once Pemberton is settled and across the finish line, future efforts will be made to top this back up.

# FINANCIAL STATEMENTS

## Finances 2023- 2024

### Whistler Gymnastics Club

#### Comparative Income Statement

	Actual 07/01/2023 to 05/15/2024	Budget 07/01/2023 to 05/31/2024	Budget 07/01/2023 to 06/30/2024
<b>REVENUE</b>			
<b>FEES INCOME</b>			
GBC Insurance/Admin Rev (Net)	1,982.01	12,500.00	12,500.00
Comp & IC Meet Fees Rev (TG & AG)	332.00	0.00	0.00
Comp Tramp Class Fees	74,146.59	52,000.00	52,000.00
Comp Artistic Class Fees	77,252.50	89,600.00	89,600.00
Interclub Class Fees	54,821.53	60,425.00	60,425.00
GFA Tramp Class Fees	21,803.82	30,000.00	30,000.00
GFA/Gymstr Artistic Class Fees	102,274.13	80,571.00	80,571.00
Active Start Class Fees	29,836.58	52,842.00	52,842.00
Winter/Spring/ Camp Revenue	11,590.80	6,000.00	6,000.00
Summer Camp Revenue (W)	54,481.90	54,249.00	54,249.00
Access Bookings	20,121.72	15,000.00	15,000.00
Coaching Course Revenue	720.00	0.00	0.00
Pro- D Camps	663.25	4,536.00	5,040.00
Access Party	3,170.00	5,500.00	6,000.00
<b>SUBTOTAL: WHISTLER FEES</b>	<b>451,214.82</b>	<b>450,723.00</b>	<b>451,727.00</b>
Pemberton GFA Artistic Class Fees	57,111.62	52,000.00	52,000.00
Pemberton Active Start Class Fees	29,251.51	25,000.00	25,000.00
Pemberton IntCib Meet Fees Collect	16,200.00	13,600.00	13,600.00
Pemby InCib/Gymstr Class fees	70,589.95	75,000.00	75,000.00
<b>SUBTOTAL: PEMBERTON FEES</b>	<b>173,153.08</b>	<b>165,600.00</b>	<b>165,600.00</b>
<b>TOTAL FEES INCOME</b>	<b>626,349.91</b>	<b>628,823.00</b>	<b>629,827.00</b>
<b>FUNDRAISING/GRANT REVENUE</b>			
Choc Sales (Net)	1,447.04	800.00	800.00
Gym Suit/ Merch Sales (net)	-5.01	500.00	500.00
<b>TOTAL FUNDRAISING</b>	<b>1,442.03</b>	<b>1,300.00</b>	<b>1,300.00</b>
Federal Payroll Grants	5,077.00	0.00	0.00
CEBA Grant	20,000.00	20,000.00	20,000.00
Gaming Grant	37,700.00	55,585.00	55,585.00
Muni Grants	3,310.00	3,200.00	3,200.00
Grants - other	17,439.62	12,000.00	12,000.00
<b>TOTAL GRANTS</b>	<b>83,526.62</b>	<b>90,785.00</b>	<b>90,785.00</b>
Whistler Summer Classic Registration	50,925.00	0.00	70,000.00
Less WSC Expenses	-15,182.22	0.00	-30,000.00
<b>Net: Whistler Meet Revenue</b>	<b>35,742.78</b>	<b>0.00</b>	<b>40,000.00</b>
Interest Revenue (GIC)	7,500.00	7,500.00	7,500.00

<b>TOTAL FUNDRAISING/GRANT REVENUE</b>	128,211.43	99,585.00	139,585.00
<b>TOTAL REVENUE</b>	754,561.34	728,408.00	769,412.00
<b>EXPENSE</b>			
<b>FACILITY/OFFICE EXPENSE</b>			
Gym Rental (net)	65,056.38	75,034.63	81,856.00
Facility rent adjustments	19,274.05	0.00	0.00
Cleaning Expense	745.50	1,375.00	1,500.00
Small Equipment and Gym Supplies	3,891.54	2,750.00	3,000.00
Equipment Repairs/Installation	3,405.09	2,000.00	2,000.00
Insurance	3,276.00	3,250.00	3,250.00
Fixed Costs IT (Subscript)	2,388.75	5,000.00	5,000.00
InfoTechnology (variable)	8,250.00	5,137.88	5,605.00
Office Equipment Expense	1,325.43	1,375.00	1,500.00
Office Supplies & Misc	855.09	1,375.00	1,500.00
Bank Charges (WH and Pemby)	20,988.15	18,333.26	20,000.00
Postage/Freight	7.20	91.63	100.00
Telephone/Internet	1,720.35	2,108.26	2,300.00
<b>SUBTOTAL WHISTLER FACILITY EXP</b>	131,183.53	117,830.66	127,611.00
Pemberton facility rental	21,949.37	29,791.63	32,500.00
Pemberton Equipment purchase/repair	502.22	1,833.26	2,000.00
Pemberton Office Supplies	0.00	45.76	50.00
<b>SUBTOTAL PEMBERTON FACILITY EXP</b>	22,451.59	31,670.65	34,550.00
<b>TOTAL FACILITY/OFFICE EXPENSE</b>	153,635.12	149,501.31	162,161.00
<b>PROGRAM EXPENSE</b>			
Advertising & Promotions (W)	60.90	500.00	500.00
CompTravel-Out of Prov Subsidy (ATS)	0.00	1,000.00	1,000.00
Meet Entry Fees Expense (W)	31,219.00	23,440.00	23,440.00
Meet Travel Expense (W)	8,432.57	3,160.00	3,160.00
Uniforms (net)	41.15	0.00	0.00
Awards/Certificates	827.68	500.00	500.00
Comp Program Supplies	404.23	458.26	500.00
GFA & AS Program Supplies	55.02	916.63	1,000.00
Summer Camp program supplies	240.55	500.00	500.00
<b>SUBTOTAL WHISTLER PROGRAM EXP</b>	41,281.10	30,474.89	30,600.00
Pemberton Advertising & Promo	0.00	50.00	50.00
Pemberton Interclub Meet Fees Expense	5,320.00	11,550.00	11,550.00
Pemberton Meet Travel Expense	457.20	750.00	750.00
Pemberton Interclub Uniforms (net)	257.50	0.00	0.00
Pemberton Program Supplies	95.93	687.50	750.00
<b>SUBTOTAL PEMBERTON PROGRAM EXP</b>	6,130.63	13,037.50	13,100.00
Staff Events/Meetings Expense	4,740.63	4,500.00	4,500.00
Coaches Uniforms	0.00	800.00	800.00
Dues/Subscriptions	905.00	0.00	0.00

Miscellaneous	2,264.68	183.26	200.00
<b>TOTAL PROGRAM EXPENSE</b>	<b>55,322.04</b>	<b>48,995.65</b>	<b>49,200.00</b>
<b>PAYROLL EXPENSE</b>			
Coaching Wage	215,396.71	201,540.00	201,540.00
Meet Coaching Wage - Comp	11,933.88	8,000.00	8,000.00
Admin/Prog Wage (not incl contract)	177,287.27	182,354.26	198,932.00
Guest/Lead/Trainer Coach Wage	0.00	750.00	750.00
Sick pay (W)	1,132.00	11,000.00	12,000.00
<b>SUBTOTAL: WHISTLER WAGES</b>	<b>405,749.86</b>	<b>403,644.26</b>	<b>421,222.00</b>
Pemberton Coaching Expense	48,271.37	54,232.00	54,232.00
Pemberton Meet coaching	0.00	1,350.00	1,350.00
Sick Pay (P)	0.00	2,750.00	3,000.00
<b>SUBTOTAL: PEMBERTON WAGES</b>	<b>48,271.37</b>	<b>58,332.00</b>	<b>58,582.00</b>
El Expense.	10,198.77	10,328.01	11,267.00
CPP Expense	22,330.02	16,524.75	18,027.00
WCB Expense	5,015.58	10,740.51	11,717.00
<b>TOTAL PAYROLL BURDEN</b>	<b>37,544.37</b>	<b>37,593.27</b>	<b>41,011.00</b>
Coaching (subcontract)	781.00	0.00	0.00
bookkeeping (Whistler)	5,677.05	5,958.26	6,500.00
<b>SUBTOTAL: WHISTLER CONTRACTORS</b>	<b>6,458.05</b>	<b>5,958.26</b>	<b>6,500.00</b>
Pemberton Bookkeeping	2,291.63	2,291.63	2,500.00
<b>SUBTOTAL: PEMBERTON CONTRACTORS</b>	<b>2,291.63</b>	<b>2,291.63</b>	<b>2,500.00</b>
Prof Development/Travel	5,118.08	5,000.00	5,000.00
Employee Benefits	10,848.87	6,875.00	7,500.00
Staff Accommodation (NET)	-1,121.23	0.00	0.00
<b>TOTAL PAYROLL EXPENSE</b>	<b>515,161.00</b>	<b>519,694.42</b>	<b>542,315.00</b>
<b>OTHER EXPENSES</b>			
Accounting & Legal	5,055.75	0.00	0.00
Amortization Expense	24,141.24	24,141.24	24,918.00
<b>TOTAL OTHER EXPENSE</b>	<b>29,196.99</b>	<b>24,141.24</b>	<b>24,918.00</b>
<b>TOTAL EXPENSE</b>	<b>753,315.15</b>	<b>742,312.62</b>	<b>778,594.00</b>
<b>NET INCOME</b>	<b>1,246.19</b>	<b>-13,904.62</b>	<b>-9,182.00</b>

Generated On: 05/15/2024

## 2024 – 2025 DRAFT Budget

	2024-2025	FY 23-24
<b>REVENUE</b>		
<b>FEES INCOME</b>		
Whistler Gymnastics Membership Fee	9220.00	12,500.00
Uniform Fees	10,000.00	
Meet Fees	65,000.00	
Comp Tramp Class Fees	65,720.00	52,000.00
Comp Artistic Class Fees	69,960.00	89,600.00
Interclub Class Fees	50,350.00	60,425.00
GFA Tramp Class Fees	34,642.64	30,000.00
GFA/Gymstr Artistic Class Fees	117,724.10	80,571.00
Active Start Class Fees	53,322.54	52,842.00
Winter/Spring Camp Revenue	0.00	6,000.00
Summer Camp Revenue	73,056.67	54,248.75
Access Bookings	26,000.00	26,040.00
<b>SUBTOTAL: WHISTLER FEES</b>	<b>574,995.95</b>	<b>451,726.75</b>
Pemberton GFA Artistic Class Fees	57,328.31	52,000.00
Pemberton Active Start Class Fees	48,739.78	25,000.00
Pemberton Rec Trampoline	15,289.70	0.00
Pemberton Summer Camp Revenue	22,260.00	0.00
Pemberton IntClb Meet Fees Collect	25,000.00	13,600.00
Pemby InClb/Gymstr Class fees	159,530.00	75,000.00
Pemberton Access	10,000.00	
<b>SUBTOTAL: PEMBERTON FEES</b>	<b>338,147.79</b>	<b>165,600.00</b>
<b>TOTAL FEES INCOME</b>	<b>913,143.74</b>	<b>629,826.75</b>
<b>FUNDRAISING/GRANT REVENUE</b>		
Choc Sales (Net)	1,300.00	800.00
Gym Suit/ Merch Sales (net)	500.00	500.00
Pemberton Fundraising	5,000.00	0.00
<b>TOTAL FUNDRAISING</b>	<b>6,800.00</b>	<b>1,300.00</b>
<b>CEBA</b>		20,000.00
Gaming Grant	37,700.00	55,585.00
Muni Grants	3,000.00	3,200.00
Grants - other	12,000.00	12,000.00
<b>TOTAL GRANTS</b>	<b>52,700.00</b>	<b>90,785.00</b>
Pemberton Meet Registration Revenue	9,000.00	
Pemberton Meet Revenue	3,000.00	
Less Pemberton Meet Expense	2,000.00	
Net: Pemberton Meet Revenue	10,000.00	
Whistler Summer Classic Registration Revenue	39,000.00	
Whistler Meet Revenue	31,000.00	70,000.00
Less Whistler Meet Expense	30,000.00	-30,000.00

Net: Whistler Meet Revenue	40,000.00	40,000.00
<b>TOTAL FUNDRAISING/GRANT REVENUE</b>	109,500.00	132,085.00
<b>INTEREST (GIC)</b>	5,708.60	7,500.00
<b>TOTAL REVENUE</b>	1,028,352.34	769,411.75
<b>EXPENSE</b>		
<b>FACILITY/OFFICE EXPENSE</b>		
Gym Rental (net)	81,000.00	81,856.00
Cleaning Expense	1,500.00	1,500.00
Small Equipment and Gym Supplies	3,000.00	3,000.00
Equipment Repairs/Installation	3,500.00	2,000.00
Equipment/Liab Insurance	3,500.00	3,250.00
Variable InfoTech (Uplifter, Bambora)		
Fixed InfoTechnology	10,000.00	5,605.00
Fixed costs Info tech	1,200.00	5,000.00
Office Equipment Expense	1,575.00	1,500.00
Office Supplies & Misc	1,575.00	1,500.00
Bank Charges (WH and Pemby)	26,000.00	20,000.00
Postage/Freight	125.00	100.00
Telephone/Internet	2,400.00	2,300.00
<b>SUBTOTAL WHISTLER FACILITY EXP</b>	135,375.00	127,611.00
Pemberton Facility Rental	58,300.00	32,500.00
Cleaning Expense	1,200.00	2,000.00
Small Equipment and Gym Supplies	1,000.00	50.00
Office Equipment	1,500.00	
Utilities	4,000.00	
Insurance	840.00	
Telephone/ Internet	1,800.00	
<b>SUBTOTAL PEMBERTON FACILITY EXP</b>	68,640.00	34,550.00
<b>TOTAL FACILITY/OFFICE EXPENSE</b>	204,015.00	162,161.00
<b>PROGRAM EXPENSE</b>		
Advertising & Promotions (W)	250.00	500.00
CompTravel-Out of Prov Subsidy (ATS)	1,000.00	1,000.00
Meet Entry Fees Expense (W)	33,000.00	23,440.00
Meet Travel Expense (W)	13,000.00	3,160.00
Uniforms (net)	6,000.00	0.00
Awards/Certificates	600.00	500.00
Comp Program Supplies	600.00	500.00
GFA Program Supplies	1,200.00	1,000.00
Summer Camp program supplies	600.00	500.00
<b>SUBTOTAL WHISTLER PROGRAM EXP</b>	56,250.00	30,600.00
Pemberton Advertising & Promo	500.00	50.00
Pemberton Interclub Meet Fees Expense	12,000.00	11,550.00
Pemberton Meet Travel Expense	1,000.00	750.00

Pemberton Interclub Uniforms (net)	4,000.00	0.00
Pemberton Program Supplies	1,000.00	750.00
<b>SUBTOTAL PEMBERTON PROGRAM EXP</b>	18,500.00	13,100.00
STAFF EVENTS	2,000.00	4,500.00
Coaches Uniforms	1,200.00	800.00
Dues/Subscriptions	0.00	0.00
Miscellaneous	250.00	200.00
<b>TOTAL PROGRAM EXPENSE</b>	78,200.00	49,200.00
<b>PAYROLL EXPENSE</b>		
Coaching Wage	249,320.00	201,540.00
Winter/Spring Camp Coaching Wage	0.00	0.00
Summer Camp Coaching Wage	0.00	0.00
Meet Coaching Wage - Comp	13,000.00	8,000.00
Sick pay	14,000.00	12,000.00
Admin/Prog Wage (not incl contract)	236,374.00	198,932.00
Guest/Lead/Trainer Coach Wage	0.00	750.00
PD/Meeting Wage	0.00	0.00
Added Meet Coaching Wage	0.00	0.00
Summer Grant Wage	0.00	0.00
Summer Coordinator Wage	0.00	0.00
Cleaning Wage	1,500.00	0.00
<b>SUBTOTAL: WHISTLER WAGES</b>	514,194.00	421,222.00
Pemberton Coaching Expense	91,550.00	54,231.75
Sick Pay	5,423.00	3,000.00
Pemberton Additional Admin	0.00	1,350.00
Pemberton Meet Coaching Wage	3,000.00	
Pemberton Cleaning Wage	1,200.00	0.00
<b>SUBTOTAL: PEMBERTON WAGES</b>	101,173.00	58,581.75
EI Expense.	15,384.18	11,266.52
CPP Expense	24,614.68	18,026.44
WCB Expense	16,122.62	11,717.18
Vacation pay	24,614.68	
<b>PAYROLL TAX</b>	80,736.15	41,010.14
Bookkeeping (Whistler)	6,500.00	6,500.00
<b>SUBTOTAL: WHISTLER CONTRACTORS</b>	6,500.00	6,500.00
Pemberton Bookkeeping	2,500.00	2,500.00
<b>SUBTOTAL: PEMBERTON CONTRACTORS</b>	2,500.00	2,500.00
Prof Development/Travel	2,500.00	5,000.00
Employee Benefits	12,000.00	7,500.00
<b>TOTAL PAYROLL EXPENSE</b>	719,603.15	542,313.89
<b>OTHER EXPENSE</b>		
Amortization	26,500.00	24,918.02
<b>TOTAL EXPENSE</b>	1,028,318.15	778,592.91
<b>NET INCOME</b>	34.19	-9,181.16

## MOTIONS TO AFFIRM BOD RESOLUTIONS

1. Motion to affirm **Financials year end 2023-2024.**
2. Motion to affirm **5% Program Fee Increase on camps, bookings, and class fees.**
3. *Motion to extract and define the WG portion of the Whistler Gymnastics Membership Dues from the GymBC Membership fee.*

*GFA Membership: \$10*

*Competitive/ Interlub Membership: \$20*

*\*Membership Due: Being a member is a great way to keep gymnastics alive and viable in our community. Gymnastics is an optimal activity for all-round child and athlete development. It promotes physical, mental, and emotional development, providing a strong framework to enjoy all the activities in our amazing mountain towns! All funds raised from membership go towards facilities, equipment, and programming for generations of athletes to enjoy.*

4. Motion to approve **projected Operating Budget 2024-2025**
5. Motion to reduce **GFA Athlete Adjustment Refund Timeframe**  
*-From 1 month (30 days) to 2 weeks (14 days) for new members in each season/ session.*
6. Motion to change WG policy on **General Meeting Notification timeframe to conform with GymBC 2020-2021 change and to clarify conflicting interpretations in WG bylaws.**  
*-Summary of the changes to include that the Notice of the AGM must be given no later than 21 days prior to the meeting and no sooner than 60 days prior to the meeting*
7. Motion to leave summer operations in the hands of the ED and Executive until the next full BOD meeting in the fall.

## **RECOGNITION 2024**

### **BOD/VOLUNTEERS/EXECUTIVE COMMITTEE'S**

President – Jamie Dowling

Past President – Susie Douglas

Secretary – Tami Mitchell

Treasurer– Natalie Percival

Members-at-Large- Wendy Miron, Sally Whitehead, Jen Brophy, Karina Meik, Nicolette Richer

<b>Executive</b>	<b>HR</b>	<b>Finance</b>	<b>Policy &amp; Procedure</b>
Jamie Dowling	Marc Davidson	Wendy Miron	Sheila Mozes (advisor)
Susie Douglas	Susie Douglas	Natalie Percival	Tami Mitchell
Tami Mitchell	Wendy Miron	Claire Thornthwaite	Catou Tyler
Natalie Percival	Nicolette Richer	Marc Davidson	Jamie Dowling
		Steve Shore	Marc Davidson
			Steve Shore

### **Risk Management**

Tami Mitchell (advisor)

Marc Davidson

Susie Douglas

Jamie Dowling

Karin Jarratt

### **Fundraising**

Jen Brophy (WSC)

Steve Shore

Clare O'Dea (WSC)

Wendy Miron (WSC)

Karina Meik (WSC)

Marc Davidson (WSC)

### **MANAGEMENT TEAM**

Marc Davidson	Executive Director
Catou Tyler	Program Manager
Steve Shore	Business Manager
Lucy Stevens	Administrative Coordinator/ Facility Coordinator
Meaghan Smith	GFA Head Coach
Tanya Liquorish	TG Comp Head Coach
Blake Mould	GFA TG Coordinator/ Facility Coordinator
Cathy Bennis	Pemberton Interclub Coordinator

### **COACHING STAFF**

Catou Tyler, Steve Shore, Karin Jarratt, Tanya Liquorish, Cathy Bennis, Lindsey Corey, Lucy Smith, Clare O'dea, Meaghan Smith, Tami Mitchell, Blake Mould, Robin Jean- Legos, Alessia Macri, Kirra Douglas, Adelaide Klufftinger, Regan Beattie, Topaz Tyler

**Coaches in Training (Pre-CIT):** Arleigh Kemp, Liv Teitzel, Maxine Charron, Parker Watts, Sola Skeels, Sophie Yajima, Chloe Miron, Sofia Wright

### **EMPLOYEE RECOGNITION:**

**KARIN JARRATT AWARD – DEDICATION AND LONGEVITY IN GYMNASTICS:**

**HODIE AWARD – FOR THE SELFLESS GIFT OF TIME:**

**SHEILA MOZES AWARD – FOR THE LOVE OF GYMNASTICS:**

**RIKKA TINDLE AWARD – COMPETITIVE ATHLETE OF THE YEAR:**