

CISL Monthly Meeting - Minutes

Meeting Date and Location

	June 18, 2025 @ 19:00
	Bow Valley Athletic Club 250 6 Ave SW #370, Calgary, AB T2P 3H7, Canada

Officers

Position	Representative	x ✓
President	Peter Schwartz	✓
Vice President	Rick Spyker	x
Treasurer	Mariette Rabacal	✓
Secretary	Jorge Rabacal	x
Director, Community Relations	TBD	

Clubs and Representatives

Club	Representative(s)	x ✓
Acadia Recreation Centre	James Jelinski	x
Bow Valley Athletic Club (BVAC)	Greg Pocherewny	✓
Calgary Winter Club (CWC)	Wes Mah	✓
Edgemont Athletic (EA)	Jorge Rabacal / <u>Mariette Rabacal</u>	✓
Glencoe Club	Harvey Huebsch	✓
Mount Royal University (MRU)	Keith Wellan	✓
South Calgary Squash Club (SCAC)	Peter Schwartz	✓
Southland Leisure Centre	Michael Macdonald / Ron Cogan	✓
University of Calgary (U of C)	Wanda Popadynetz	✓
West Hillhurst Club	Mark Hartley	✓

Committees and Other

Committee	Representative(s)	x ✓
December Meeting	Wanda Popadynetz	✓
Email Blast	James Jelinski	✓
Funding	Harvey Huebsch	✓
League Enquiries	Peter Schwartz	✓
Playoffs & Banquet	Rick Spyker	✓
Prizes	Mark / Jorge	✓
Rules	Harvey / Mark / Keith	✓
Sponsorship	Wes Mah	✓
SportyHQ and Reports	Alex Altamirano / Tanya	✓
Squash Alberta	Ken Cross	✓



Committee	Representative(s)	Attendance
Team Selection	Peter Schwartz	✓
Website	James Jelinski	✓

Agenda Items

1. Call to order: 19:04
2. Approval of previous month's minutes (May 2025 Minutes):

Approval	Representative / Comment
Motion to Approve	Mark
Second	Harvey
Updates Comments	None

3. Reporting

a. Officer's Updates / Feedback

Position	Representative	Update / Feedback
President	Peter Schwartz	○ Nothing
Vise President	Rick Spyker	○ Not here
Treasurer	Mariette Rabacal	○ Bank Balance \$15542.88 outstanding cheques will reduce balance to approximately \$15200. All invoices have been paid
Secretary	Jorge Rabacal	○ Not here
Director, Community Relations	TBD	○ N/A

b. Committees Updates / Feedback

1. **Player Eligibility/ Reporting:** **Alex Altamirano / Tanya / Sean**
 - Nothing for player eligibility. Waiting for men report re renewal to upload the members
2. **Playoff and Banquet Planning:** **Rick Spyker**
 - Nothing may - want to change club for next year
3. **Prizes:** **Mark Hartley and Jorge Rabacal**
 - nothing
4. **Rules:** **Mark Hartley, Harvey Huebsch and Keith**
 - Sent out conduct warning letter to 3 players mentioned before. If it happens again there will be next steps so consequences.
5. **League Inquiries:** **Peter**
 - 1 yesterday for someone wanting to sell us something
6. **Sponsorship:** **Wes Mah**
 - Craig lamb has full package to potentially sponsor the men's. Will follow up with past sponsors. Rothenberg is out.
7. **Email Blasts:** **James Jelinski**
 - Sent out the update for the bylaw revision
8. **Website:** **James Jelinski**
 - Nothing
9. **Attendance Report / Future Dates:** **Mike**
 - Future dates - November 11 is a Tuesday. Some clubs may be closed. Teams will have to reschedule.

- Semi's are all in the same week Peter wants it to be split on 2 weeks. However if semis are over 2 weeks we have an issue with the finals being on the weekend of nationals. A couple of options to consider:
 - **Option 1:** Ignore nationals and have payoffs anyway.
 - **Option 2:** Both semis on the same week.
 - **Option 3:** Start 1 week earlier in September and then have pool A start second half in December. Have 2 weeks of semi's and then finals on April 8 so either option 2 or 3
 - **Votes:** option 1 6; option 2 3; 1 abstain.
 - Voted to starting September 9, finals April 18 with 2 weeks of semis.
- All clubs will have to have their teams finalized earlier.
- Teams / Clubs scheduled to play their matches November 11 will have to either play on Nov 11 or reschedule.

10. Squash Alberta

Ken Cross

- Finalising the season. Finances to be done for AGM.
- Anna is resigning as well as the secretary so those 2 spots are open.
- Finishing the strategic plan.
- 24 officials participated in ref'ing matches in tournaments.
- Need to let Ken know what we need to do to get refs for finals.
- Need a process for new players to get them in sportyhq and clublocker so they can play in interclub. So need new players to create a sportyhq profile, once they pay Aquash Alberta to make things easier and smoother.

11. Team selection

Peter

- Peter to send out 2 up and 2 down this week.
- Sportyhq scheduling tool is simple and we cant use it. They can't accommodate 1 club playing 2 teams at the same time. So we will need to use Steve to do the scheduling and following the old process.
- Score ap – they will check the rescheduled matches that are not published in the app to have that addressed.

12. Bylaws

- ** Please refer to Appendix C for special meeting details, requested to approve by law changes. **
- Special meeting called to review the 2 bylaw changes requested by government of Alberta . Harvey called it and Mark second.
- Expulsion of a member must include expulsion of a director officer of CICA.
- Second is to have the books audited or reviewed by 2 designated people.
- Harvey motioned to approve both bylaw revisions – Mark seconded the motion. Vote – 12 for and 0 against abstain 0. Changes adopted.

4. Other Business Arising:

1. Must send out AGM notice for September meeting.
2. Next meeting August 20 at Glencoe
3. All teams from clubs have to be sent to Peter no later than **August 15**
4. Social is important – late games are an issue. Clubs to rotate teams between early and late starts through the season. Educate captains on this and also hosting. Rule for hosting needs to be reviewed.

5. Revisit subbing rule for lowest teams had a temporary rule but needs to be revisited for the new year.

5. Round Table/Club Feedback:

	Club	Comment / Feedback
1.	Acadia Recreation Centre	▪ Not here
2.	Bow Valley Athletic Club	▪ Nothing summer leagues
3.	Calgary Winter Club	▪ Undergoing a master plan for new squash courts: 6 singles and 1 doubles and new badminton. 2029/2030 + development plan.
4.	Edgemont Athletic	▪ Nothing to report
5.	Glencoe Club	▪ Nothing to report may drop 1 team due to lack of players.
6.	Mount Royal University	▪ Trying to get ahead on teams. May drop 1 team. Tanya retiring the committee so looking for a replacement.
7.	South Calgary Squash Club	▪ Nothing new. Season done box leagues are going
8.	Southland Leisure Centre	▪ Confirmed not closing squash courts while renovating the pool will have 3 mens team but no womans team
9.	University of Calgary	▪ Nothing to report. Sent teams for next year. Adding a mens 7
10.	West Hillhurst	▪ Nothing to report. 9 teams for next season. Changed court lights.

6. Action items (Please see Appendix A below)

7. Adjournment:

	Comment
Motion	Ron Cogan
Second	Wes
Time	20:38
Next Meeting	August 20 at Glencoe Club

Appendix A – Action Items (Open / Ongoing):

	Action	Owner	Status
1	As per AGM: Secretary to diarize reminder for future June meetings to plan for AGM in August going forward	Jorge	Ongoing
2	Action from the AGM to improve financial standings: Options to consider: a) More sponsorship (look at it next year); b) Increase fees; c) Review budget	All	Ongoing
3	SportyHQ scoring App is being used more frequently. Get feedback from clubs. Reschedules seem to be an issue. Odd glitch with recording scores. James to get back to SportyHQ to see if they can fix it.	James	Ongoing
4	Every member / rep needs to be on a committee. Bring it up at next month's meeting.	Peter	
5	Provide feedback to Wes on current sponsorship package	All	Ongoing
6	Sean to investigate using something like GoogleDrive for our files so that everyone can have online access to them. <ul style="list-style-type: none"> ● GoogleDrive is setup ● Sean to provide relevant committee members access credentials 	Sean	Ongoing
8	No ladies sponsor right now. Wes to work on getting a sponsor over the Summer	Wes	Ongoing
17	Feb: Wes to follow-up on invoices / payment from Racquet Central and Rothenberg.	Wes	
18	Feb: Harvey will reach out to James / Alex to see if we can remove the tab for spares from SPortyHQ. It may have been there for some time, but, nobody noticed it.	Harvey	
19	Feb: Rules committee to suggest whether to update the rules or send shout-out regarding “Default” matches and how to deal with it.	Harvey	
20	Feb: There is an issue with the wording under the “Teams Selection”. 1. Harvey to review rule. 2. Peter to provide wording to Harvey.	Harvey Peter	
22	Feb: James to review SportyHQ (and CISL website) to fix / update some of the items brought up. Example: Season 2023/2024 not in SPortyHQ, on CISL Website, old “News” about season starter (2021/2022); Season: 2023-2024 – just looks like it hasn’t been kept up to date?	James	
23	Jorge to show James / Alex what I meant and included in the minutes / actions	Jorge	Closed
24	For the playoffs, Alex to talk to Tanya to have the scores displayed on the TV in CWC	Alex / Tanya	

Appendix B - Action Items (Closed):

	Action	Owner	Status
7	Email blast at the beginning of next season announcing increase (August)	James	Closed
9	Follow-up on scoring rescheduled matches in scoring app – not able to be resolved	James / Kyle	Closed
10	Look at the budget available with the dues and then determine path forward. Maybe we should consider other sponsorships.	Wes	Closed
11	Ron will think about ideas and see if he can leverage his relationships.	Ron	Closed
12	Peter and Rick to thank Steve for the work he did (again) in getting the schedule for this season done.	Rick / Peter	Closed
13	We should start looking at other locations for our monthly meetings because of the potential for the Danish Club not being available for us anymore.	All	Closed
14	A message was composed to be included in a shout out to reduce the friction of keeping Club Locker and SportyHQ in sync for renewing or new members. Sean, please include the club reps in email so reps can chase	Sean	Closed
15	Please see if there are any other event going on for the weekend (Apr 26) and report back. (UoC has the Junior Bronze Finals and awards. Not sure if this event could have an impact of the finals)	Michael	Closed
16	Jorge to contact Dean from BVAC to use their clubs for our monthly meetings. Spoke to Dean and he is ok with hosting us. For the days that functions are going on, we can either use court side area or we can use a different club. We'll make it flexible and deal with these by exception basis.	Jorge	Closed
21	Feb: Rick will need to check where the trophies are so that they can be collected for the season end	Rick	Closed
23	Feb: Can West Hillhurst also host meeting in the bar? Mark to follow-up No, cannot host.	Mark	Closed
24	Feb: Jorge to send email to James / Alex with list of things to fix from actions list. Cleanup location information online. SAIT / Launch Code / Fish Creek / etc	Jorge	Closed



Appendix C – Notes, information and other:

1. **By laws:** Request for special meeting to approve the following bylaw changes:

Notice of Special Meeting to revise the Calgary Interclub Squash Association Bylaws

Date and Time: June 18, 2025 at 7pm.

Location: Bow Valley Athletic Club: 250 6 Ave SW #370, Calgary, AB

Agenda:

Approve the following revised CISA Bylaws:

6. Expulsion of a CISA Director, Officer, Club Representative or Member

Any director, officer, Club Representative or member, upon a majority vote of all members in good standing, may be removed from office for any cause which the society may deem reasonable. The determination of good cause for removal shall be determined in accordance with the Bylaws contained herein and Roberts Rules of Order. In the event a decision involves removal of a CISA member, who is also a Club Representative with rights to vote on behalf of a Club, that Club shall be petitioned to appoint a replacement Club Representative in a timely manner.

9. AUDITING

The books, accounts and records of the Secretary and Treasurer shall be audited at least once each year by a duly qualified accountant, or by two members of the society elected for that purpose at the AGM. A complete and proper statement of the standing of the books, accounts and records for the previous fiscal year shall be submitted by such auditor to the AGM of the CISA. The annual books, accounts and records must be audited and approved by 2 Officers (not including the Treasurer) or 2 qualified CISA Members; qualification to be determined at the discretion of the Board.

These changes have both been requested by Service Alberta to specifically mention Directors and Officers in Bylaw 6, and to clarify Bylaw 9 audit process in conjunction with the removal of the Annual Audit Waiver Bylaw 9.2.