**SAC Board Meeting – Teleconference – September 16, 2015**

Sylvain Bourque – SB (Chair)

Jay Allardyce – JA (Secretary)

Stephen Szikora – SS

David Collard – DC

Al Hoar – AH

George Domaradzki - GD

Called to order at 8:00 pm CST

1. Safety Improvement Grant

* Clubs have been notified of their grant allocations for this year
* Many clubs have shared their plans for the grant
* Only two clubs have actual submitted bills for expenses
* Terms of reference document for the safety improvement grant was circulated to the Board
* Board members to provide comments to JA for incorporation into terms of reference
* Terms of reference will be posted on the website once finalized

1. CRA Audit

* Received letter on August 27th from CRA notifying SAC of an audit
* Letter outlines information and documentation requested for the purpose of the audit
* Tanya is working to compile the information
* SS reviewing the files to ensure the appropriate information is provided
* SS reviewed each point and shared the data he is asking Tanya for to comply with their request

Next meeting in Ottawa October 23 & 24

Adjourned at 9:28 pm CST