

Date and time:	20 May 2020
Meeting topic:	WODS Board Meeting
Location:	Zoom Meetings - dial in only
Present:	Hannah, Megan, Justin, Micah, Jackie, Kim, Kristen
Regrets:	Jack

Agenda item		Action
1.0	Call to order	
1.1	<p>Approval of the Agenda Moved by Hannah, Micah Seconded All approved</p> <p>Approval of last April 28 Meeting minutes</p> <ul style="list-style-type: none"> • Public Minutes • Executive Session Minutes <p>Motion to approve previous meeting minutes Moved by Hannah, Justin Seconded all approved</p>	
2.0	Agenda items	
2.1	<p>Action Items from previous meeting (2020/04)</p> <ul style="list-style-type: none"> • Kristen - delete duplicate accounts in Zulu (ongoing) • Hannah - check changes in earlier minutes have been made - confirmed • Hannah - Issue AGM minutes to the board - done, April 28 • Board - Hand-off meetings • Kristen - Update Zulu access to be new board only (complete) • Micah - Upload public minutes to the WODS Site (ongoing) • Policies - Final edits to Jason? (ongoing) <ul style="list-style-type: none"> ○ Board members to review and add notes • Kristen - update CRA with new board members and new addresses (Ongoing) <ul style="list-style-type: none"> ○ Board confirm mailing addresses with Kristen 	

2.2	<p>WODS' Financial Statements for 2019</p> <ul style="list-style-type: none"> • Update from MAC LLP Discussion <p>Kristen, Megan, and Hannah had a meeting with MAC LLP to get a run down of methodology, run down of their process, and breakdown of terminology to understand what we have from MAC LLP.</p> <p>Functionally, we have what we need, but because they needed to do a lot of the work accounting they couldn't do an audit. Notice to Reader, because they cannot audit their own work.</p> <p>Justin asked if the notice to reader could count in place of the audit for the Ontario nonprofit corporations asked.</p> <p>Kristen confirmed with Jason that it can work</p> <p>Will need to clarify with the membership at the SGM that this is not an audit.</p> <p>We will make a meeting of the members once we get the final results from MAC LLP. Needs to be three weeks before the meeting of the members.</p>	
2.3	<p>Financial Reconciliation with Past Treasurer</p> <ul style="list-style-type: none"> • Our numbers vs MAC LLP <p>Hannah was able to reconcile the number between MAC LLP and WODS. The discrepancy is now below materiality</p> <p>Using the MAC LLP numbers moving forward makes the most sense.</p> <ul style="list-style-type: none"> • Way forward - Hannah call with Alex? <p>Hannah would like the board's blessing to have a face-to-face meeting with Alex to work through a repayment plan to repay the board</p> <p>Hannah would like to (1) gain the board's blessing (2) What is the maximum amount of time for repayment? (3) What is the minimum monthly payment we would allow?</p> <p>Megan recommends having another person on the call or recording the call.</p> <p>Micah noted that it is a lot to complete in the call and might be at odds with the spirit of the conversation that Hannah is recommending</p> <p>Need to have a clear plan for what happens if Alex does not commit to a repayment plan. The board discussed options for the next steps if Alex does not agree to enter repayment.</p> <p>Justin moved that we move into executive session Megan seconded Approved.</p>	

2.4	<p>Policy Discussion</p> <ul style="list-style-type: none"> ● Policy work with Jason <p>Jason mentioned that there are gaps in our Bylaws and offered his services for \$1000</p> <ul style="list-style-type: none"> ● Other Policies to Consider (Megan) <ul style="list-style-type: none"> ● Empower Policies in bylaws? ● Procurement & Value for Money? ● Financial Reserves? ● Equity, Diversity & Inclusion ● Communications ● Safety ● General Meetings ● Volunteer Remuneration ● Touring Teams ● Membership 	Add to a future meeting
2.5	<p>WODS' Special General Meeting</p> <p>We need updated notes from MAC LLP and then three weeks to inform members.</p>	Will bring to a future meeting
2.6	<p>We need a new website.</p> <p>Our website is based on drupal which will go down after this year. Jon Hines could do the site as a sponsorship from his employer without a fee.</p> <p>Megan also has some friends that could support the site</p> <p>Micah could lead this project after the next month and Kim will be involved from a front end perspective.</p>	Will bring to a future meeting
2.7	<p>Goals for 2020</p> <ul style="list-style-type: none"> ● Board goals <ul style="list-style-type: none"> ○ Fund raising ○ Programming in COVID ○ Policies and bylaws ● Individual goals ● Board expectations <p>Kristen mentioned that Jon Hines recommended a social aspect to increase attendance at the SGM</p>	Justin will create a virtual place on the drive for us to brainstorm
2.8	<p>Zoom vs "Google meet"</p> <ul style="list-style-type: none"> ● May 30 cancel Zoom Pro license? <p>We will keep Zoom pro until after the SGM to support meeting</p>	

2.9	<p>Individual Updates</p> <ol style="list-style-type: none"> 1. Executive Director – Kristen <ol style="list-style-type: none"> a. Sent Director Information to all board members b. Worked with Hannah to get Alex and MAC LLP information compiled for new board members. c. Prepared draft email for Youth League reimbursements 2. President – Hannah <ol style="list-style-type: none"> a. Scribed 2019 AGM minutes, issued b. New board member handoffs are all done c. Went through WODS vs MAC LLP Alex numbers d. Met with MAC LLP to discuss financial statements e. Set up meeting at TD to adjust signing authorities and reset phone verification number 3. Communications – Micah <ol style="list-style-type: none"> a. Email from Greg Re: Zuluru 4. Treasurer – Megan <ol style="list-style-type: none"> a. 5. Events – Jackie <ol style="list-style-type: none"> a. 6. Youth – Jack <ol style="list-style-type: none"> a. We are refunding all those that registered for Spring and Summer 7. Leagues – Kim <ol style="list-style-type: none"> a. City of Kitchener opened fields, but only for personal use and in groups no larger than 5 8. Secretary - Justin <ol style="list-style-type: none"> a. 	
3.0	Business Arising	
3.1	●	
4.0	Future Agenda Items	
4.1	●	
5.0	Adjournment	
5.1	Hannah moved to adjourn, Megan seconded	