

Date and time:	13 July 2020
Meeting topic:	WODS Board Meeting
Location:	Zoom Meetings - dial in only
Present:	Kristen, Hannah, Megan, Jacqueline, Micah, Kim, Justin
Regrets:	

Agenda item		Action
1.0	Call to order	
1.1	<p>Approval of the Agenda Moved by Hannah, Seconded by Micah Approved</p> <p>Approval of May 20 Meeting minutes</p> <ul style="list-style-type: none"> ● Public Minutes ● Executive Session Minutes <p>Moved by Hannah, Seconded by Micah 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 Zuluru (ongoing) ● Justin - Send Policies to Megan, Micah and Jack to review before sending to Board to approve ✓ ● Justin - Sent out motion to approve Financial Statements ✓ ● Hannah - Work with Alex to set up repayment ✓ ● Megan and Jackie - Decide on fun activity for SGM ✓ ● Micah - Set up signup for return to play information 	<p>Justin will remove Address after SGM</p> <p>Info available - going to work on this</p>
2.2	<p>Financial Reconciliation with Past Treasurer</p> <ul style="list-style-type: none"> ● Update from Hannah and Megan ● Done - payments received ● Emailed Hannah to confirm, Hannah confirmed ● Everything is wrapped up ● Need to develop script to present this to the membership ● Set reminder to reconsider in April 2023 ● Develop transition documentation for future board members 	<p>Develop script for the membership</p> <p>Hannah will draft a short document for the board to review for transition purposes</p>

2.3	<p>Return to Play</p> <ul style="list-style-type: none"> ● Update for members / SGM <ul style="list-style-type: none"> ○ Considering the Calgary model with slight variations, as this meets Ontario stage 3 criteria ○ Calgary is paying a league ambassador ○ Kim will put recommendations in a document after the Ontario Ultimate recommendations come out ○ The board discussed 4v4 or 5v5 and decided on 4v4 ○ Will try to allow individual and team sign-ups ○ Will need to determine how much we pay the ambassador role and prepare a budget to understand cost for the league ○ Ontario Ultimate information will include a waiver form ○ Start with 6 week league for right now ○ We will need to have our Rowan's Law documents and approve the concussion policy on the website (concussion protocol) ○ What does success look like? <ul style="list-style-type: none"> ■ Priorities are safety and then getting on the field 	<p>Micah and Kim will send out an interest form</p> <p>Kristen will follow-up with City regarding fields and Kiwanis</p> <p>Kim put recommendations in document for the start of the league</p> <p>Micah will update the Covid page with this information</p>
2.4	<p>WODS' Special General Meeting</p> <ul style="list-style-type: none"> ● Presentation / script? <ul style="list-style-type: none"> ○ Hannah will start drafting something as soon as possible ○ From the AGM, Kristen ran the meeting, Hannah ran the zoom, and the presenter was whomever was actually presenting. ○ The fun activity after will be a trivia night ● Who will present? <ul style="list-style-type: none"> ○ Kristen will MC ○ Hannah will present the audit ○ Megan will present her budget ○ Kim will discuss return to play ○ Jackie will present the fun portion and work with Emma on it ● Who will run Zoom? <ul style="list-style-type: none"> ○ Justin will run Zoom ● RSVPs so far? Need 20-person quorum <ul style="list-style-type: none"> ○ 24 RSVP at the moment ● 	<p>Micah will post a reminder on Facebook</p>
2.5	<p>Website - Jon Hines</p> <ul style="list-style-type: none"> ● Personas / profiles of our main audience <ul style="list-style-type: none"> ○ Need to determine our main profiles that we want to include and reach out to <ul style="list-style-type: none"> ■ Parents / Youth, Volunteers, new etc (probably only want 3-4) ○ What do we want to keep and what do we want get rid of ○ Need to produce more materials for captains ● Website organization and strat planning 	<p>Kim and Micah will work on website and coordinating with Jon after this month</p>

2.6	<p>Policy Discussion</p> <ul style="list-style-type: none"> ● Policy work with Jason ● Privacy Policy clarity <ul style="list-style-type: none"> ○ We have two privacy policies on the website ○ We should update our privacy policy from 2007 regardless. <ul style="list-style-type: none"> ■ worth bringing to Jason as part of bringing our bylaws forward <ul style="list-style-type: none"> ● Ask if we could modify the confidential information policy ● Other Policies to Consider (Megan) <ul style="list-style-type: none"> ● Empower Policies in bylaws? ● Financial Reserves - expand on purpose(s) ● General Meetings ● Volunteer Remuneration ● Touring Teams ● Membership - bylaw change? 	Justin will send out the concussion policy for review and eventual approval before the league starts back up.
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 	

2.8	<p>Individual Updates</p> <ol style="list-style-type: none"> 1. Executive Director – Kristen <ol style="list-style-type: none"> a. sent all signed documents required to MAC LLP b. attended the Small and Medium Leagues Zoom call organized by Ultimate Canada c. trying to stay on top of COVID19 information 2. President – Hannah <ol style="list-style-type: none"> a. Finalized signing authority, finally! b. Settlement with Alex, all payments made! c. May financial reconciliation, created SOP d. Partner workouts 3. Communications – Micah <ol style="list-style-type: none"> a. Sent out SGM email b. Put SGM on website c. General facebook posting (somewhat poorly) 4. Treasurer – Megan <ol style="list-style-type: none"> a. Hannah and Kristen were granted access to the back account and wave now b. will work on budget for a six week league 5. Events – Jackie <ol style="list-style-type: none"> a. 6. Youth – Jack <ol style="list-style-type: none"> a. 7. Leagues – Kim <ol style="list-style-type: none"> a. 8. Secretary - Justin <ol style="list-style-type: none"> a. Sent out policies for review with small group b. Reach out to Tamarack for an auditor recommendation c. Sent out motions for approval and supported drafting of SGM email for members 	Reach out to Hannah if interested in joining partner workout
3.0	Business Arising	
3.1	<ul style="list-style-type: none"> ● Jack has left the board, which creates a vacancy from the board <p>Megan moved that we accept Jack’s resignation, but will welcome him back for the remainder of the board year if he decides to return. Hannah seconds</p>	<p>Remove Jack’s Zuluru access and reset the youth account</p> <p>Kristen will have youth emails forwarded to her for now</p> <p>Hannah will reach out to Kimmie Kim</p> <p>Micah will reach out to Adam Cok</p>
4.0	Future Agenda Items	
4.1	<ul style="list-style-type: none"> ● 	
5.0	Adjournment	
5.1	Moved by Megan, seconded by Hannah Approved	