

Date and time:	October 27 Agenda
Meeting topic:	WODS Board Meeting
Location:	Google Meet Up - dial in only
Present:	Hannah, Jackie, Micah, Kim, Adam, Justin, Kristen,
Regrets:	

Agenda item		Action
1.0	Call to order	
1.1	Approval of the Agenda Approved by consensus Approval of September 22 Meeting minutes <ul style="list-style-type: none"> <li>● <a href="#">Public Minutes</a></li> </ul> Approved by consensus	
2.0	Agenda items	
2.1	Action Items from previous meeting (2020/08) <ul style="list-style-type: none"> <li>● Hannah and Kristen - will create a transition folder with past incidences <ul style="list-style-type: none"> <li>○ Created Folder in BoD Drive</li> <li>○ Would be good to include other past incidence in a word document</li> </ul> </li> <li>● Micah and Kim will work with Jon Hines on personas and website rebuild</li> <li>● Justin, Megan, and Micah to review policies before sending to Board to approve</li> <li>● Board will discuss possible snow game</li> <li>● Justin will identify when we need to hold an AGM</li> <li>● Justin will start looking at the Bylaws</li> </ul>	Kristen will fill in missing items Ongoing  At least once per fiscal year
2.2	Fall League Update <ul style="list-style-type: none"> <li>● It is going well and we have one night left on Thursday</li> <li>● Attendance was good throughout</li> <li>● People are having fun</li> <li>● No one has gotten sick</li> <li>● Ambassadors supporting attendance, set up and tear down, and disc cleaning</li> </ul>	
2.3	Website - <ul style="list-style-type: none"> <li>● Personas / profiles of our main audience <ul style="list-style-type: none"> <li>○ deferred until we have specific content for the personas</li> </ul> </li> <li>● Website organization and start planning <ul style="list-style-type: none"> <li>○ Need to go through content and decide what we need to keep and what we need to get rid of</li> <li>○ We have a staging site to look at</li> <li>○ If we have photos of events, we should share them</li> </ul> </li> </ul>	

2.4	<p>Policies and Bylaw updates</p> <ul style="list-style-type: none"> <li>● <a href="#">Updated Policies to Review for approval in October</a></li> </ul> <p><del>Justin will move to approve the following policies:</del> Megan arrived Justin left for a family matter</p> <ul style="list-style-type: none"> <li>● Code of Conduct and Ethics (Pg1-3)</li> <li>● Worked through amendments based on comments on document</li> </ul> <ul style="list-style-type: none"> <li>● Discipline and Complaints Policy (Pg7-12)</li> <li>● Worked through amendments based on comments on document</li> <li>● Confidentiality Policy (Pg13-14)</li> <li>● Worked through amendments based on comments on document</li> </ul> <ul style="list-style-type: none"> <li>● Conflict of Interest Policy (Pg 15-17)</li> <li>● Worked through amendments based on comments on document</li> <li>● Abuse Policy (18-22)</li> <li>● Worked through amendments based on comments on document</li> <li>● Screening Policy (pg 23-25)</li> <li>● Worked through amendments based on comments on document</li> </ul> <ul style="list-style-type: none"> <li>● Megan moves to approve these policies, Micah seconds</li> <li>● Carries unanimously</li> </ul>	<p>Kristen to update waiver wording for code of conduct Revisit Justin's comment on minor incidents Review alcohol policy for tournaments in the future</p> <p>Follow up with Jason on if the policy should apply to members and the wording of 7 for the use of information</p> <p>Megan and Adam to get police screening Check on Coaching Application Form to ensure we have one and it is adequate</p> <p>Megan to make amendments to the financial policy in collaboration with the auditors</p>
2.5	<p>Goals for 2020</p> <ul style="list-style-type: none"> <li>● Board goals <ul style="list-style-type: none"> <li>○ Fund raising</li> <li>○ Programming in COVID</li> <li>○ Policies and bylaws</li> <li>○ Strategic Planning</li> </ul> </li> <li>● Individual goals</li> </ul>	<p>Board to talk about this next meeting Micah to post on website and email about winter league, disc golf and interest survey Kim to include no winter league announcement in Thursday screening email</p>

2.6	<p>Individual Updates</p> <ol style="list-style-type: none"> <li>1. Executive Director – Kristen <ol style="list-style-type: none"> <li>a. Contacted CRA about address change and adding new directors</li> <li>b. Updated director information with Ontario government</li> <li>c. Attended Ultimate Canada small and medium leagues call</li> </ol> </li> <li>2. President – Hannah <ol style="list-style-type: none"> <li>a. Help set up fall league and coordinate ambassador stuff</li> <li>b. Sept. reconciliation to be completed</li> </ol> </li> <li>3. Communications – Micah <ol style="list-style-type: none"> <li>a. Spoke with Jon about website</li> <li>b. Reviewed policies</li> </ol> </li> <li>4. Treasurer – Megan <ol style="list-style-type: none"> <li>a. Starting on prep for the audit</li> <li>b. I need to make suggested changes to the financial policy and then I want to include it with the audit</li> <li>c. Also looking into getting a police check</li> <li>d. Wave is updated as of today</li> </ol> </li> <li>5. Events – Jackie <ol style="list-style-type: none"> <li>a. Picked up youth stuff from Jack</li> </ol> </li> <li>6. Leagues – Kim <ol style="list-style-type: none"> <li>a. Fall league going well</li> <li>b. Reviewed policies</li> </ol> </li> <li>7. Secretary - Justin</li> <li>8. Youth - Adam <ol style="list-style-type: none"> <li>a. Reviewed policies</li> <li>b. Helped with ambassador one week</li> </ol> </li> </ol>	
2.7	<p>ED Contract</p> <ul style="list-style-type: none"> <li>● Kristen: Has enjoyed working with WODS for the past 3 years. Requesting a pay increase when feasible</li> <li>● Kristen is satisfied with 20 hours per month and interested with continuing with WODS under that time commitment</li> <li>● Kristen departed</li> <li>● We find it helpful to have the ED position available to help us</li> <li>● Strongly in favour of renewing Kristen’s contract</li> <li>● Discussed possibility of fixed monthly amount throughout COVID-19</li> <li>● In general, the board is in favour of renewing Kristen’s contract</li> </ul>	<p>Megan will look into a parity comparison for an hourly rate Hannah will discuss terms of the contract, in particular hourly wage and expected hours, with Kristen</p>
3.0	Business Arising	
3.1	●	
4.0	Future Agenda Items	
4.1	●	
5.0	Adjournment	
5.1	Megan moves, Hannah seconds Carries unanimously	