Ultimate Newfoundland and Labrador
P.O. Box 7015, St. John's, NL, A1E 3Y3
www.ultimatenl.ca

Meeting Minutes

Meeting called by: Suzy Stever **Type of meeting:** Monthly board meeting
Meeting chaired by: Suzy Stever **Minute taker:** Yolanda Kuai

Date: Tuesday, October 18th, 2016 (7:00 -9:00PM)
Location: Biped (687 Water Street)

Attendees:

1.Suzy Stever (President)	2. Nick House (Sports Dev and MAUL Rep)
3.Sheila Delaney (Tournaments Coordinator)	4. Kyle King (Communications Coordinator)
5. Aaron Goulding (IT Coordinator)	6. Mark Kavanagh (Volunteer Coordinator)
7. Allan Johnson (MZU Rep)	8. Sarah Hoddinott (Finance Coordinator)
9. Yolanda Kuai (Admin Officer)	10.

Absent/Regrets: Sophie Blais (SWURL Rep)

Minutes

Agenda Item 1: A suggestion from Suzy Stever	**Presenter:** *Suzy Stever*	
Discussion: Suzy suggested bringing monthly meeting time down to one hour.		
Action items	**Person responsible**	**Deadline**
Time period will be assigned to each item in the agenda in the future. Focus on certain topics in each meeting instead of brainstorming on everything.	*Yolanda Kuai*	*N/A*

Agenda Item 2: Vote on three open positions	**Presenter:** *Suzy Stever*	
Discussion: - Sport Dev: Suzy Stever nominated Nick House and Sheila Delaney seconded. **Motion passed unanimously.** - VP and Youth Director are still open.		
Action items	**Person responsible**	**Deadline**
	N/A	

Agenda Item 3: Slack and Trello education session for board members	**Presenter:** *Aaron Goulding*	
Discussion: - Slack is a communication tool, while Trello is a tool for assigning tasks (it is like a sticky note board) - In Trello members can join the boards and then create cards for tasks. In each card/task, the person who is in charge can be assigned, deadline can be assigned, notification can be set, comments can be added, etc. Cards can also be archived. - Google Drive: emails and accounts were reset for a bunch of people by A. Goulding. There are four main folders: Communication committee, Executive committee, Sports Dev committee and Youth committee. Folders need to be organized and cleaned up. Finance folder may be created separately from the other folders. - If there are any questions about all the tools, please contact Aaron Goulding.		
Action items	**Person responsible**	**Deadline**
	A.Goulding,	

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Agenda Item 4: Take board photos for newsletter	**Presenter:** *N/A*	
Discussion: All attendees' photos were taken. Only Sophie Blais doesn't have photo taken.		
Action items	**Person responsible**	**Deadline**
	N/A	*N/A*

Agenda Item 5: Youth development	**Presenter:** a *group discussion*	
Discussion: 1. Youth committee and Youth league for fall, winter or spring - Youth committee: a. How to run youth committee is the question we need to be able to answer. b. The duties of the director of youth committee need to be defined. c. Item a and b can be very helpful for us to find the person for the open position. - Youth league: a. Start a league/program as early as possible: advertisement it right away and through any channels. b. Not too many kids. For example, aiming at 60 kids in total – 30 junior high kids and 30 senior high. c. Suggestions and ideas were put on the table. Some brainstorm will be needed in the future. 2. Getting help for youth clinics/practices at MPS - A list of people who are interested in coaching should be created a. Volunteers do not need to be dedicated to certain teams; b. Volunteers can choose the schools near where they live; c. Time slot should be specified when we are looking for people, for example, Wednesday 3 – 5 pm.		
Action items	**Person responsible**	**Deadline**
1. Youth committee will be overviewed and a new structure will be considered. 2. A pool of people who are interested in volunteering coaching/clinic will be built up.	*Suzy Stever* *Communications committee*	Oct 26, 2016 ASAP

Agenda Item 6: Communications workflow of this year	**Presenter:** *Aaron Goulding*	
Discussion: The workflow of this year would be: from Buffer to all the social media (Facebook, Instagram, Twitter and so on) , then any tasks coming from those social media will be posted in Trello**.**		
Action items	**Person responsible**	**Deadline**
N/A	N/A	N/A

Agenda Item 7: Vote on MUTT team funding and Stephen Snow	**Presenter:** *a group*

request for funding	*discussion*	

Discussion:

1. MUTT team funding
   - A motion was called by Suzy Stever: $450 will be given to MUTT team to help cover travel expenses.
     Motion passed unanimously.
2. Stephen Snow request for funding
   - Stephen Snow mentioned that the province gov gave him $500 through PSO on September 15th, but it was not sure how it was paid.
   - We should support outstanding provincial young athletes, but the amount of money given out should be carefully considered: how much can we give out based on our finance situation, and will we be able to give out same amount of money if there are more outstanding young athletes in the future.
   - A finance award should be carefully set up to support and encourage young athletes.
   - A motion was called by Suzy Stever: $400 will be awarded to Stephen Snow.
     Motion passed (one abstention: Sarah Hoddinott)

Action items	Person responsible	Deadline
1. $500 through PSO to Stephen Snow will be followed up	*Sarah Hoddinott*	ASAP
2. Travelling funding will be drafted	*Sarah Hoddinott*	Oct 28, 2016

Agenda Item 8: Ultimate Canada Conference: Call for expressions of interest from board members	**Presenter**: *a group discussion*

Discussion:

Ultimate NL will not send a representative to the ultimate Canada conference. No volunteers from the board to attend.

Action items	Person responsible	Deadline
N/A	N/A	N/A

Agenda Item 9: Other business	**Presenter:** *several*

Discussion:

1. League updates
   - MAUL
     a. Fall Parity league is going well and it is sponsored by the maker of Layout Gloves.
     b. AGM went well. Nick House, Mike Pineau, Dave Reddy and Nick Harris retained their Board seats.
   - MZU
     a. Two leagues are going well
     b. AGM will be held on Nov 16th at 7pm and it is posted on social media.
     c. Still considering and working on merge three leagues – MZU, MAUL and SWURL
   - SWURL
     a. Fall league is going well

b. Considering organizing the Xmas food drive games again.

2. Trying to fill up the two other open positions asap
3. Nick House brought up that UNL should brainstorm on how to help develop competitive teams for nationals.
4. A suggestion from Suzy Stever: executive members be involved in one committee.

Action items	**Person responsible**	**Deadline**
N/A	*N/A*	N/A

Agenda Item 10: Date of next meeting and adjourn	**Presenter:** *N/A*

Discussion:
Use Doodle to decide a day of each month for monthly BOD meeting by the end of the year

Action items	**Person responsible**	**Deadline**
N/A	*N/A*	N/A

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