

Agenda for ULTIMATE NL Board Meeting

Date: 7:00 pm, January 18th, 2017

Location: Engineering Building at MUN room 2100

Agenda:

1. Sports NL awards

- Time limit: 10 mins

2. Ultimate NL awards

- Time limit: 15 mins
- Possible contents:
 - Coach of the Year
Patrick Snow
Keith Krieger
Aaron Power
 - Hall of Fame Contributor Award
Winston Legge
Suzy Stever
 - Joe Coady Award
Nick House
Sarah Hoddinott
 - Junior Female Athlete of the Year
Amanda Davis
Shae LeDevehat
Meghan Greenland
Joanna Ellis
 - Junior Male Athlete of the Year
Cameron Penney
William Kerr
 - Kristine Cadigan Award
Erin Daly
Jessica Webb
 - Spirit of the Game Award
Cameron Segger
Peter Thompson

3. Ultimate NL to collect its own fees

- Time limit: 10 mins
 - Possible contents:

One part of filing taxes is that Ultimate NL should collect their own fees rather than having the leagues collect and then have to transfer those funds. Have this in place for June 1 league.
- 4. Discuss on junior female club team**
 - Time limit: 10 mins
 - 5. Rule 14 and equal play, May 2017 tournament**
 - Time limit: 10 mins
 - 6. Follow-up: financial issues from December monthly meeting and the next step**
 - Time limit: 15 mins
 - 7. Volunteer appreciation party**
 - Time limit: 15 mins
 - 8. Other Business**

Meeting Minutes

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

Date: Wednesday, January 18th, 2017 (7:00 - 10:30PM)

Location: Engineering Building at MUN room 2100

Attendees:

1. Suzy Stever (President)	2. Sohie Blais (SWURL 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. Kurtis Thornhill (Youth Coordinator)
9. Yolanda Kuai (Admin Officer)	10. Sarah Hoddinott (Finance Coordinator)
11. Nick House (Sports Dev and MAUL Rep)	

Absent/Regrets:

Minutes

Agenda Item 1: Sports NL awards		Presenter: Suzy Stever
<p>Discussion:</p> <ul style="list-style-type: none"> - Erin Daly applied one award and Steve Snow planned to apply; - We can recommend Sport NL awards to some people to apply; 		
Action items	Person responsible	Deadline
<ul style="list-style-type: none"> - Make the links of the awards more accessible on ULTIMATE NL site, for example, ULTIMATE NL website and ULTIMATE NL Facebook page - Add the link of kids Sports NL on Ultimate NL website 	Aaron Goulding	N/A

Agenda Item 2: Ultimate NL awards		Presenter: the group
<p>Discussion:</p> <ul style="list-style-type: none"> - The Board voted for the nominees of each award to decide the winners <ul style="list-style-type: none"> a. <u>Coach of the Year</u> Winner: Keith Krieger b. <u>Hall of Fame Contributor Award</u> Winner: Fred and Sarah Mills c. <u>Joe Coady Award</u> Winner: Nick House d. <u>Junior Female Athlete of the Year</u> Winner: Amanda Davis e. <u>Junior Male Athlete of the Year</u> Winner: Cameron Penney f. <u>Kristine Cadigan Award</u> Winner: Erin Daly g. <u>Spirit of the Game Award</u> Winner: Cameron Segger - A motion was called by Suzy Stever (seconded by Sarah Hoddinott): change the <u>Spirit of the Game Award</u> to Justin Frampton Award. Motion was passed unanimously. 		
Action items	Person responsible	Deadline
	N/A	

Agenda Item 3: Ultimate NL to collect its own fees	Presenter: group discussion
<p>Discussion:</p> <ul style="list-style-type: none"> - Several accountants (ULTIMATE NL members) advised that ULTIMATE NL does not need to look back 7 years finance for the tax because ULTIMATE NL yearly revenue is low (lower than \$40,000) and there is no tax from grants. ULTIMATE NL just needs to file the Non-Profit Organization Information Return (T1044) each year. 	

<ul style="list-style-type: none"> - Therefore, it is important for ULTIMATE NL to collect its own fees, instead of having MZU, or other leagues to collect part of ULTIMATE NL fees. - How to make it work? <ul style="list-style-type: none"> a. Having a better demographics of ULTIMATE NL members b. Switch ULTIMATE NL website to Zuluru system 		
Action items	Person responsible	Deadline
<ul style="list-style-type: none"> - Allan Johnson will look into the integration of the systems of leagues and ULTIMATE NL 	<i>Allan Johnson</i>	<i>Feb 12th</i>

Agenda Item 4: Discuss on junior female club team		Presenter: <i>group discussion</i>
<p>Discussion:</p> <ul style="list-style-type: none"> - Clair Moore-Gibbons wants to know how to work with ULTIMATE NL to form a junior female club team - First of all, only members of ULTIMATE NL (paid full membership fee) can be in the club team. - Secondly, an agreement with ULTIMATE NL needs to be signed, which includes: <ul style="list-style-type: none"> a. how to define the team and funding for the team b. the team needs to follow ULTIMATE NL policies 		
Action items	Person responsible	Deadline
<ul style="list-style-type: none"> - Drawing of a guideline of forming youth club teams with ULTIMATE NL - Look into funding policy; define the process of applying funding for youth club teams and provincial teams. 	<i>Nick House</i> <i>Sarah Hoddinott & Suzy Stever</i>	<i>Feb 16th</i>

Agenda Item 5: Rule 14 and equal play, May 2017 tournament		Presenter: <i>Kurtis Thornhill</i>
<p>Discussion:</p> <ul style="list-style-type: none"> - Rule 14 is high school rule of equal play time/fair play. When issues come from equal play time in youth tournaments, there is no right or wrong answer - However, like other sports, we should promote equal play time/fair play 		
Action items	Person responsible	Deadline
<ul style="list-style-type: none"> - Youth committee will have a further discussion - ULTIMATE NL will draft a policy related to equal play time/fair play after getting some advice from Sports NL and Ultimate Canada - NS coaching will be contacted for ULTIMATE NL to seeking for some advice and suggestions 	<i>Youth committee</i> <i>Youth committee</i> <i>Suzy Stever</i>	

- Moving forward we need coaches to sign an agreement before playing a tournament		
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Agenda Item 6: Follow-up: financial issues from December monthly meeting and the next step	Presenter: Suzy Stever and a group discussion
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Discussion:

- Suzy Stever has been contacting Callista Coldwell multiple times since December monthly meeting. The last contact with Callista Coldwell was last week (Jan 9th week), but there is no reply.
- ULTIMATE NL paid the field. But Suzy Stever and Sarah Hoddinott mentioned to Techniplex that from now on any field booking in Techniplex has to go to Sarah Hoddinott for ULTIMATE NL.
- Suzy Stever contacted BE company to give an explanation and to mention that they will have to expect Callista Coldwell to pay the unpaid fee because it was not an order from ULTIMATE NL. The company expressed that they understood and agreed
- Suzy Stever mentioned that she had a conversation with Callista Coldwell before summer in 2016 and Callista Coldwell mentioned that there would be no activities for youth in the summer

Action items	Person responsible	Deadline
<ul style="list-style-type: none"> - ULTIMATE NL will send an email to the parent to explain the situation in order to protect ULTIMATE NL's reputation - Suzy Stever will notify Callista Coldwell via Facebook to check emails Suzy Stever sent to her. Suzy Stever also will mention to her that Suzy Stever and Sarah Hoddinott can send an email with Ultimate NL invoice from the Techniplex to Callista Coldwell and let her know that this need to be paid back to Ultimate NL, or she will not be allowed to participate in any Ultimate NL membership, Ultimate NL leagues or events. - Making up the policies of forming youth club teams and provincial teams to prevent the same problem from happening again in the future - Possible ULTIMATE NL policy regarding finance: no reimburse of invoice if there is no two members signed - Try to get the proof: going back to the past meeting minutes to find out the conversation from Callista Coldwell that there was no activity for youth in 2016 summer. 	Suzy Stever	N/A ASAP

Agenda Item 7: Volunteer appreciation party	Presenter:
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Discussion:

- Final details about this party on Jan 28, 2017

Action items	Person responsible	Deadline
<ul style="list-style-type: none"> - A private event will be created on Facebook to invite people 	Mark Kavanagh Mark	

<ul style="list-style-type: none"> - Mark Kavanagh and Rachael Fitkowski will go to Rocket in Saturday afternoon to help Sohpie Blais to set up - A second email will be sent out including nominees, coaches and dress code (semi-formal) - Mark Kavanagh will ask Ruben for a music playlist for the party - Suzy Stever will send the plaques to the store to engrave - Mark Kavanagh will pick up the plaques from the store - Aaron Goulding will do the names of certificates 	<i>Kavanagh</i>	<i>Jan 23</i>
	<i>Mark Kavanagh</i>	
	<i>Mark Kavanagh</i>	
	<i>Suzy Stever</i>	<i>Jan 25</i>
	<i>Mark Kavanagh</i>	
	<i>Aaron Goulding</i>	

Agenda Item 8: Other Business		Presenter:
Discussion:		
Action items	Person responsible	Deadline