



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

Agenda for UNL Board Meeting

Date: 6:00 pm, May 7th, 2017

Location: Engineering Building at MUN room 2100

Agenda:

- 1. Year-end Finance update**
- 2. Updates on the preparation of the Youth Tournament**
 - Teams registered and paid, jersey ordering, fundraising and sponsorship, and volunteers
 - a. High school tournament
 - b. Junior and Elementary tournament
- 3. Update on the project application of Gros Morne Ultimate funding**
- 4. Update on working on the changes on Ultimate NL membership**
 - Add the membership tab on the menu of Ultimate NL website
 - Notify people who haven't paid membership yet.
 - Cross reference after MZU summer league registration
 - Discussion on the decline in the MZU summer league registration
- 5. Update on following up with Ultimate Canada regarding the issue of outstanding payments from Callista Coldwell**
- 6. Art Hawkins Great Canadian Ultimate game in June**
- 7. Voting result on Code of Conduct Policy and Conflict of Interest Policy, and voting result on the document "Travel Subsidy Application"**
- 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: Sunday, May 7th, 2017 (6:00 – 8:30 PM)

Location: Engineering Building at MUN room 2100

Attendees:

1. Suzy Stever (President)	2. Jill Henderson (SWURL Rep)
3. Sheila Delaney (Tournaments Coordinator)	4. Mark Kavanagh (Volunteer Coordinator)
5. Kurtis Thornhill (Youth Coordinator)	6. Yolanda Kuai (Admin Officer)
7. Sarah Hoddinott (Finance Coordinator)	8. Nick House (Sports Dev and MAUL Rep)
9.	10.
11.	

Absent/Regrets:

Kyle King (Communications Coordinator); Aaron Goulding (IT Coordinator); Allan Johnson (MZU Rep)

Minutes

Agenda Item 1: Year-end finance update		Presenter: Sarah Hoddinott
<p>Discussion:</p> <ul style="list-style-type: none"> - UNL did not spend money this year, except for admin fees like storage fees and so on. <ul style="list-style-type: none"> • UNL did not spend much money on sports development and did not run any youth leagues; • Booking fields cost the most. - Executive members will do a budget to the coming financial year and present in the next meeting. People should pass along the projected they are planning in the coming year to help decide the budget. 		
Action items	Person responsible	Deadline
Executive members will do a budget to the coming financial year and present in the next meeting.	<i>Executive members</i>	<i>ASAP</i>

Agenda Item 2: Updates on the preparation of the Youth Tournament		Presenter: group discussion
<p>Discussion:</p> <ul style="list-style-type: none"> - Updates and what had been done: <ul style="list-style-type: none"> • There are 10 high school teams, 7 junior high teams and 6 elementary teams. • Jersey order was already sent. • Online registration went well overall. • Ambulance was contacted • Sarah Hoddinott already ordered shirts for volunteers. - What will be done soon: <ul style="list-style-type: none"> • Banner will be decided and ordered soon • Email was sent out to ask for volunteers. Once the schedule is confirmed, more people will confirm if they can volunteer. • A meeting will be held with all volunteers and a meeting will be held with coaches before tournaments. • Rule consultants are needed to observe the games and help on solving conflicts. • Merchandise: UNL merchandise will be counted before the tournament and be brought to the field being locked in the changing room or board room before the tournament. Maul ad SWURL could sell their merchandise on site as well and also promote events such as junior high tryout and summer programs. • Scotiabank fundraising: Sarah Hoddinott is in the process of the application. - Other thoughts: 		

<ul style="list-style-type: none"> • Suzy Stever suggested to do spirit scores in the tournaments; • Survey should be sent out after the tournament; • Maybe make parents coached to make more schools put teams for youth tournaments in the future. 		
Action items	Person responsible	Deadline
	N/A	

Agenda Item 3: Update on the project application of Gros Morne Ultimate funding		Presenter: N/A	
Discussion: - No one in the BoD gets anything from Gregory Knott since last monthly meeting			
Action items		Person responsible	Deadline
Nick House will follow up with Gregory Knott		Nick House	ASAP

Agenda Item 4: Update on working on the changes on Ultimate NL membership		Presenter: <i>group discussion</i>	
Discussion: <ul style="list-style-type: none">- Cross reference:<ul style="list-style-type: none">• Aaron Goulding will give Sheila Delaney access to the site to get the list.• It will be done by June 1st.			
Action items		Person responsible	Deadline
Aaron Goulding will give Sheila Delaney access to the site to get the list.		<i>Aaron Goulding</i>	ASAP

Agenda Item 5: Update on Callista Coldwell and outstanding payments		Presenter: N/A	
Discussion: No update.			
Action items		Person responsible	Deadline
			N/A

<u>Agenda Item 6:</u> Art Hawkins Great Canadian Ultimate game in June	Presenter:
Discussion:	

<ul style="list-style-type: none"> - The date of the event is June 10th - We need to promote the event by using the logo package provided on our website and social media. - We will order 5 or 10 discs. 		
Action items	Person responsible	Deadline
Sheila Delaney will organize it through NUT	Sheila Delaney	N/A

Agenda Item 7: Voting result on Code of Conduct Policy and Conflict of Interest Policy, and voting result on the document "Travel Subsidy Application"		Presenter:
<p>Discussion:</p> <ul style="list-style-type: none"> - Code of Conduct Policy and Conflict of Interest Policy were passed by voting online. - Travel Subsidy Application: needed changes and so it was not for vote. - The subsidy was reviewed at the meeting. A motion was called by Suzy Stever and Nick House seconded. Motion was passed unanimously. 		
Action items	Person responsible	Deadline
The subsidy will be put on newsletter and be promoted.		

Agenda Item 8: Other Business	Presenter:
<p>Discussion:</p> <ol style="list-style-type: none"> 1. Newsletter: how to get it on time <ul style="list-style-type: none"> - We should put some bullets of each item we want to post on newsletter on Trello and Kyle King will fill up details of each item based on the bullets we provided. - Once newsletter is drafted, it should be posted on Slack to be reviewed before it is published. 2. Over next week, each committee should come up a six-month plan and all committees meet next month. 3. League updates <ul style="list-style-type: none"> - MAUL: <ul style="list-style-type: none"> • Summer league will be every Monday night at Bowring park fields. • Salmon Cover Beach Ultimate tournament: <ol style="list-style-type: none"> a. It has its Facebook page and website. Everyone can promote it; b. 12 teams will be allowed in the tournament; c. Someone contacted Nick House to show the interest in hosting the first Canada beach ultimate at Salmon Cover. - SWURL: <ul style="list-style-type: none"> • Spring league was sold out; • Summer league will start from June, every Monday night. • There will be a scrimmage clinic on May 14th - NUT tournament: <ul style="list-style-type: none"> • It will be at Team Gushue field from 9 am – 5 pm • It is a 7 on 7 tournament • Art Hawkins will be in the evening • It will be promoted in newsletter when more details are finalized. 	

Action items	Person responsible	Deadline
Each committee should come up a six-month plan	<i>Each committee</i>	next week
All committees meet next month to discuss the six-month plan	<i>All committees</i>	next month
Sheila Delaney will contact Allan Johnson for the list of MZU captains to promote NUT	Sheila Delaney	ASAP