


## Ottawa-Carleton Ultimate Association


### Board of Directors

#### Meeting #212

 Tuesday June 15, 2021

 5:30pm

 [Google Meet](#)

 **Directors** Karlis Bouse (Chair), Bill Millett, Chris McMahon, Kelly Fulton, Laura Storey, Luke Krolak (Treasurer), Sarah McDonald, Sue Green (Secretary)

**Staff** Britany Gordon (Executive Director (ED))

**Officers** -

**Members** -

**Absent**

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#### 1. Call To Order

The meeting was called to order at 5:30 pm by Chair K. Bouse.

#### 2. Approval of Agenda

The agenda was unanimously approved.

#### 3. Approval of Minutes

- **Approval of Minutes from May 18, 2021**
  - The minutes were unanimously approved.
- **Approval of Minutes from June 2, 2021**
  - The minutes were unanimously approved.

#### 4. Review E-Mail Motions

No new E-Mail Motions were reviewed.

#### 5. Review of Open Action Items

2021 Closed Action Items:

- *AI-2021-14*: Investigate formalizing credit refund (cash-out)
- *AI-2021-16*: Outgoing Board members prepare transition materials (as required) and provide to Board

No new Action Items

## **6. Committee Reports / Updates**

### **6.1. Audit (Bill)**

- Report accepted as written

### **6.2. Compensation (K. Bouse)**

- First meeting is scheduled for July

### **6.3. Technology (C. McMahon)**

- Ongoing discussion on refreshing the OCUA website

### **6.4. COVID (Brit)**

- League openings based on guidance from Public Health

### **6.5. Finance (L. Krolak)**

- Report accepted as written

### **6.6. Governance**

- Report accepted as written

### **6.7. Nominations**

- Not currently active

### **6.8. DITF**

- First meeting was held and minuted
- The board is supportive of continuing monthly meetings
  - Due diligence of member applications to fill the current vacancy is actively moving forward

### **6.9. UPI**

- Unused portion of land is being used as security against the current loan
  - Investigation would be required to re-secure the loan if the land is sold
- L. Krolak recommended changing the Bylaw to a waiting period of at least 6 months (1 year is more customary for commercial sales). He noted that 120 days is customary for residential sales.

## **7. Monthly Agenda Items**

### **7.1. Summer Retreat (K. Bouse)**

- Draft agenda was reviewed

### **7.2. Corporations Canada Update (K. Bouse)**

- Board Members will be updated to current Board Membership

### **7.3. Treasurer Position (K. Bouse)**

- K. Bouse followed up with Clare Gee to let her know the Board's decision to appoint Luke Krolak as Treasurer

### **7.4. Police Record Checks (S. Green)**

- Further discussion required as Police will only provide a vulnerable sector check for people working directly with children

### **7.5. Secretary's Corner (S. Green)**

- The Secretary will continue to post board meetings on Secretary's Corner

**7.6. Safe Sport**

- S. McDonald provided a presentation on Safe Sport
- Board Members are encouraged to take the Safe Sport training

**7.7. City of Ottawa, DRAFT Parks and Recreation Master Plan (S. McDonald)**

- S. McDonald provided a presentation on the City of Ottawa's Draft Parks and Recreation Master Plan
- City website: <https://engage.ottawa.ca/parks-and-facilities-recreation-master-plan>

**7.8. Board Liaison Role (C. McMahon)**

- The Board agreed that the **Board Liaison Role is**
  - an entryway for the membership to speak to the Board
  - not an HR role
- Further definition of the role to be provided

**8. Treasurer Report**

- Reporting template being developed

**9. Staff Reports**

- Youth and Junior programs are set for the summer
- ED met with five existing partners
  - Will continue to monitor and assess partnerships moving forward

**10. Round Table**

ED:

- Will be reaching out to the Board regarding communications & branding for reaching outside the organization
- Informal 48-hour rule for responding to issues to allow for a kind and appropriate manner

**11. In-camera**

The Board met in camera at 7:42pm. There were no action items assigned or decisions made.

**12. Adjournment**

**The meeting was adjourned at 8:38pm.**