


Ottawa-Carleton Ultimate Association


Board of Directors

Meeting # 210

 Tuesday May 18, 2021

 5:30pm

 Google Meet

 **Directors** Karlis Bouse (Chair), Bill Millett, Sarah McDonald, Christopher McMahon, Luke Krolak, Laura Storey, Kelly Fulton

Staff Britany Gordon (Executive Director), Dave Brown (Special Events Manager)

Officers Sue Green (Secretary)

Members TBD

Absent None

1. Call To Order (Chair)

The meeting was called to order at 5:31 pm by Chair K. Bouse.

2. Approval of Agenda (All Directors)

The agenda was unanimously approved.

3. Welcome to New ED and Introduction of Board Members/Staff

Round table introductions of all Board Members/Staff

4. Approval of Minutes from April 20, 2021 (All Directors)

Approved with minor changes

5. Review E-Mail Motions (All Directors)

The following E-Mail Motions were reviewed:

2021 Motion to offer ED position

Approved Thursday, April 22, 2021. (Yes: 5, Abstain with regrets: 1)

6. Review of Open Action Items (All Directors)

Open Actions from 2020/2021 were reviewed

- Ownership of Open Actions reassigned

New Action Items

- AI-2021-21: All Board Members and Staff to have current Police Checks

7. Monthly Agenda Items

7.1. Board Finances (K. Bouse)

K. Bouse provided a high-level overview of financial position (unchanged from AGM)

K. Bouse paid for going away gifts for outgoing Directors

- Amount paid was nominal and inline with spending from previous years
- B. Gordon will reimburse from operational funds

7.2. Committee Survey Results (K. Bouse/S. Green)

Committee membership was agreed upon by consensus (see table below)

Board Liaison roles were agreed upon by consensus:

- C. McMahon was confirmed as Board Liaison
- B. Millett was confirmed as OJ-CUP Liaison
- K. Fulton was confirmed as Diversity and Inclusion Director Representative

Special Projects will be discussed at Director Retreat

7.3. Treasurer Position (K. Bouse)

- L. Krolak willing to act as interim treasurer until a new treasurer is found
- B. Gordon, K. Bouse have signing authority
 - L. Krolak to have signing authority pending Police Check

7.4. OJ-CUP Partnership Discussion (B. Millett)

B. Millett reached out to OJ-CUP to discuss way forward and discussion was positive

Follow up call with B. Gordon to be scheduled

7.5. Harassment Policies and Procedures (S. McDonald / B. Millett)

Updated Policies were reviewed

- More work required - deferred to Governance Committee

7.6. UPI Consultation Overview (S. McDonald / B. Millett)

L. Krolak/S. McDonald to lead initiative with the whole board to support

7.7. Review of Draft AGM Minutes (S. Green)

The draft minutes were reviewed and amended based on board members' comments.

The draft minutes will be posted before the next annual AGM.

7.8. Diversity and Inclusion Task Force (DITF) Update (K. Fulton)

K. Fulton presented a proposed plan of action for the **Diversity and Inclusion Task Force (DITF)**

Motion: It was moved by S. McDonald and seconded by B. Millett that the Board of Directors approve the proposed plan of action for the Diversity and Inclusion Task Force (DITF)

Motion Carried: (Yes: 7, No: 0, Abstain: 0)

7.9. Board Chair (K. Bouse)

K. Bouse informed the Directors that the Chair serves at the Board's pleasure and asked if anyone else wanted to perform the Chair duties. He qualified that he was happy to continue on as Chair. No change in Chair at this time.

7.10. Board Retreat (K. Bouse)

Board to hold a Spring/Summer retreat. Discussion to continue between board meetings to find an appropriate time/venue.

8. Staff Report (B. Gordon/D. Brown)

B. Gordon had to step away. D. Brown reported that league registrations were going well despite the current COVID posture.

9. Round Table

No additional topics brought forward

10. In-camera

The Board met in camera at 8:36pm. S. McDonald noted that an in-camera discussion is mandatory for all meetings to avoid any awkwardness of asking staff to leave when sensitive topics do need to be discussed.

11. Adjournment (Chair)

The meeting was adjourned at 8:37 p.m.

Current Board Committees

Audit Committee	Sarah McDonald, Laura Storey, Bill Millett
Compensation Committee	Bill Millett, Karlis Bouse, Laura Storey
COVID Committee	Brit Gordon, Karlis Bouse, Kelly Fulton
Finance Committee	Brit Gordon, Christopher McMahon, Luke Krolak
Governance Committee	Bill Millett, Luke Krolak, Sarah McDonald

Current Board Task Forces

Diversity and Inclusion	Director Representative: Kelly Fulton Members: Yvette Macabuag, Sue Twine, Mike Davis, Ainsley Shannon, Lauryn Rohde
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