

MINUTES



Ottawa Carleton Ultimate Association (OCUA)

Meeting of the Board of Directors: # 203

Date: 2020-10-20

Time: 7am – 9:20am

Location: Video chat via google meets

Meeting called by: Heather Wallace

Directors:	Heather Wallace (Chair) Andre Scott, Bill Millett, Chris Rootham, Karlis Bouse, Sarah McDonald, Venissa de Castro
OCUA Staff:	Chris Castonguay (Executive Director)
Officers:	Jessie Robinson (Secretary), Jon Champagne (Treasurer)
Membership:	Sebastien Belanger

7:00am	Call to Order <ul style="list-style-type: none">- By Heather	Chair
7:01am	Approval of Agenda <ul style="list-style-type: none">- Motion to approve by: Karlis- Seconded by: Andre	All Directors
7:02am	Approval of last month's meeting minutes <ul style="list-style-type: none">- Motion to approve by: Venissa- Seconded by: Andre	All Directors
7:03am	Action Items <ul style="list-style-type: none">- Reviewed by the board- Conflict of interest forms all signed by the board	ALL Board and Officers
7:05am	Treasurer Reports <ul style="list-style-type: none">- Topic presented by Treasurer- Selection of an accountant - proposals received for the year. Proposed that the finance committee chooses and board votes on the approval.- Treasurer has spoken with multiple firms for accountants- Jon to look into the rules regarding changing the accountant for review engagement vs full audit.- The benefit to having an audit is for grant purposes. Last audit completed 2014. If not for COVID, OCUA would have done an audit 2020.	Treasurer

	<ul style="list-style-type: none"> - Audit committee to look at options for audit. Jon and Bill to meet to discuss. 	
7:10am	<p>Changing the vote to “One member - One vote”</p> <ul style="list-style-type: none"> - Discussion on proxy voting - Difference between absentee ballots and proxy voting discussed - Discussion to move offline and be added to the November board meeting agenda 	Andre
7:15am	<p>Communication to the membership</p> <ul style="list-style-type: none"> - Most info goes through ultimate happenings - Via election campaigning, Karlis received feedback indicating that some members were looking for more board messaging and engaging. - Previous attempts at extra board communications resulted in silence from membership, Karlis to look into any new/more communication options to the membership 	Karlis
7:25am	<p>Corporate Jurisdiction</p> <ul style="list-style-type: none"> - Confirmed OCUA was incorporated under the Canada Not-for-profit Corporations Act (S.C. 2009, c. 23) and subsequently registered to conduct business in the Province of Ontario. - To be corrected: required reporting (already completed by Chris C) - AGM and special meeting - communications needed to correct the terminology and be sent to the membership. - Special meeting (Nov 13, 2018, merger of UPI & OCUA) was led by OCUA's lawyer's recommendations and would have followed appropriate rules - Course of action to be determined by the board - New board communications to roll out corrections to communications. 	Bill
7:40	<p>Update on Inclusion Task Force</p> <ul style="list-style-type: none"> - Andre motion change this agenda item to “inclusion task force vs “committee” seconded by Venissa - Oct 6, 2020 was the first Tuesday meeting of the task force. They meet the first Tuesday of each month - 6 members - names and bios to be posted on OCUA website - Meetings minutes of first to be finalized shortly - Topics covered include but not limited to: gender equity, inclusivity of LGBTQ2 members, barriers faced by specific groups, Board inclusion in the committee - Formal terms of reference to be brought to the board - Hopes to larger role on board/OCUA policies 	Andre

	<ul style="list-style-type: none"> - February deadline for task force conclusion, but possibly extended. original timing was based on ideal timing of implementation of changes for summer league - Task force could use OCUA website as platform for communicating the membership - discussion on possible email to membership 	
7:50am	<p>Discussion of UPI consultation with membership</p> <ul style="list-style-type: none"> - Chris R proposal circulated to the board for review on possible projects on vacant land of UPI - Discussed property valuation and map for possible road access to UPI available. - Chris to send property map to Sarah and rest of board to review - Option to seek Development officer as informal touch point before going to membership - Need to get permission from the lender post project callahan to be able to do anything with the land. - Expenses will be incurred in the investigation of UPI options 	Chris R
8:00am	<p>Establishment & Volunteers for Governance Task Force</p> <ul style="list-style-type: none"> - Proposed - review the bylaws, best practices - All in favour of the governance committee to perform action on reviews. Seek additional resources if needed. - Governance committee to report back to the board in December 	Chris R
8:03am	<p>Ultimate Canada Conference</p> <ul style="list-style-type: none"> - OCUA normally sends all staff and 1-2 board members to attend in person. - Run virtually this year, Nov 14-15 9am-5pm - Registration currently open - Cost \$30-50 per person to attend paid by OCUA - Board members to email Chris C if interested by Friday Oct 30th. - Heather and Andre discussed experience from last year and found the conference useful to attend. 	Executive Director
8:11am	<p>Winter Registration and COVID update</p> <ul style="list-style-type: none"> - Winter planning provided to board - The beginning of winter registration started going well. But registration was paused due to COVID - Super Ladder captains contacted asking if they were returning - many said they were not returning to play - Executive director seeking decision to either unpaue registration or set up timeline - Treasurer left at 8:12am 	Executive Director

	<ul style="list-style-type: none"> - Structure of league registration - team vs hat teams discussed. Executive Director is keeping an eye on registration numbers - Possible to cut back certain hours of play and all dependent on Ottawa Public Health whether play can resume or not. - Contracts and relationships with domes are in question right now. - Nov 8 potential start date for indoor ultimate, hoping for more of a heads up on re-opening stage updates from the city. - Need at least 1 week registration for members to commit to playing - Perceived financial risk for OCUA is minimal - Concerned with co-ed gender ratios with women's low registration numbers. Parity league given as example.. - Women's less formal league/program currently in the works 	
8:25am	<p>Staff Reports</p> <ul style="list-style-type: none"> - Topic presented by Executive Director regarding the OCUA 4 strategic pillars - Karlis spoke to the youth and junior format and participation and appetite for space for practices and drills - ATV, bikers and vandalism issues at UPI were discussed - In 2020 OCUA operated 11 weeks summer/fall with 0 covid cases - Refunds/credit/donations will be processed shortly - Jessie and Chris C spoke about the return of the Womnx's league Summer and Fall 2020 and plans for the winter program. - Relationship with town of Manotick discussed - Winter coordinators not yet selected but Dave will be reaching out shortly to possible coordinators 	Executive Director
8:51am	<p>In Camera Session</p> <ul style="list-style-type: none"> - The board met - Heather left at 9:07am 	Directors & Officers
9:20am	<p>Adjournment</p> <ul style="list-style-type: none"> - Meeting closed by: Venissa, seconded by Sarah 	ALL Directors