

BOARD OF DIRECTORS MEETING
April 14, 2021

Attendance: Erin, Justine, Stacey, Dave, Dianne, Tara, Allison

Approve previous minutes

It was agreed that an email would be circulated to approve the March minutes so everyone has a chance to read them carefully.

OLD BUSINESS:

Motion Record- Equipment Purchase

Let the record show that a motion was made over email on April 6th by Erin to spend \$5000 to purchase equipment available from the closing of Brantford Gymnastics Academy. This motion was seconded by Dianne WK & all voted in favour.

The Club is very grateful to have purchased equipment that was less than 2 years old and was in excellent condition. Subsequently, an approval was made for an additional \$1,600 spend. Equipment acquired included a new beat board for vault, a brand new large spotting block for spotting dismounts off the MAG high bar and transitions for WAG bars, beam pads, Rec blocks and other valuable items were acquired.

Contracts V2 Review

A discussion took place regarding the proposed contracts that were first introduced during the March zoom meeting between regular Board meetings. It was decided that a committee would be formed of Dianne WK, Stacey and Erin to finalize the contract and present it to the Board upon completion.

Board Reference Folder

This did not get completed and then we went into lockdown. It will be pulled together by Dianne R and Tracy in anticipation of our reopening.

REPORTS FROM BUSINESS LINES AND COMMITTEES:

Recreation Program Update

All participants of camp were notified of the cancellation and refunds are in the works. Rec participants were notified of the plan to add credits to their accounts and generally this was well received.

Grants

Unfortunately we were not successful in our application for the Trillium Grant. The grant committee of Ellen, Cindy and Stacey worked very hard on this grant and did an excellent job. It is their intention to arrange for a follow up discussion with Trillium to learn what, if anything, was lacking from their application.

Applications for two Canada Post Grants were completed- one for \$5,000 focussing on small equipment and a large inventory of camp supplies. One larger grant of \$25,000 with a focus on growth of the MAG programs including money for recruitment, community outreach, expansion of 'boy' focused programming to bring more boys into the building etc.

The Community Building Fund is the next grant that the committee is working on for this month. This grant is specifically for operating expenses.

Red Cross to release admin. fees and gifting our equipment back to us. A thank you and acknowledgment in our Annual Report will highlight the assistance received from the grant.

Fundraising- Wine; Calendar Lottery

Stacey indicated there wasn't much to report and she has noted there isn't as much shared on social this time in comparison to our last wine event. It is going well now that there is clarity with the different ways to order.

Calendar Lottery/ Event replacement- this is in the works by a few members of the Bingo committee to replace their volunteer shifts. They will need to offer this to those that did not complete their sponsorship commitments. Tara should work with Tracy to get that list.

Maintenance

The plexi glass was installed for Dianne R. and the reception phone was moved to the reception desk. The electrical room has been cleaned up.

Treasurer Report

Allison - camp refunds have been completed

-Rent subsidies completed to January, Feb should be completed this week

MAG WorkGroup Update

Tara - Coaches to target for referrals and networking are being compiled. Main strategy is to harness Kevin and his positivity towards the gym to help improve the reputation as a MAG club within the larger MAG community and to recruit MAG coaches first as they may be easier to find than a MAG team lead/head coach. Ideas include a coach spotlight with focus on our male coaches and COVID permitting, to bring in "guest" coaches to teach clinics. We could promote the club while having them in as guest coaches and hopefully they will go back and share their positive experience in the community

NEW BUSINESS:

(Submitted within 5 business days before the meeting date and approved by the Chair)

AGM and Board Nomination Process

The board reviewed the timeline requirements in the bylaws and discussed the potential for holding the AGM at different times within the window of June through September. There are issues potentially with extending those on the end of their two year term longer than two years by extending the AGM whereas holding it in June shortens the term for others. Other considerations were potential vacation conflicts should there be a reopening.

Proposed AGM - June 27th or 28th, 7PM and the membership will be surveyed to see if the Sunday or Monday is better.

Decision on Strategic Plan for Rebuilding

A strategic plan is the next steps after the Mission/Vision exercise in August but there is not ample time to complete the work of a strategic plan in this current term. Erin asked if there was an easy way to start the process, like a workbook with some guiding questions, that can be passed along to the next board so that if they move forward with a strategic plan they have the current board's input. It may also increase the likelihood that the strategic plan gets completed if the pre-work is done.

Dianne WK to begin a process of drawing up some suggestions to draft for a strategic plan first step.

Leadership and Communication Training for Senior Staff

Communication is important with respect to leadership. Is there something out there for PD for our coaches and leadership team? Dianne WK recommended the services of Leslie Calvin, who has courses that promote leadership and effective communication. We can also ask for her opinion on what she feels will be best for our staff, considering our field of coaching.

- Part of the problem is understanding what is deemed important for discipline,
- How to talk to your coaches
- How to grow respect within the gym
- How to send proper emails
- How to mentor other leaders
- Learn to self reflect

Professional service will cost, though could be very successful.

All coaches and admin staff can benefit from this type of training.

Stacey to inquire about possible programs through Leslie so we can better understand the financial investment.

REVIEW OF ACTION ITEMS

Contract Committee- Dianne WK, Stacey and Erin

Erin to ask Dianne R and Tracy to put together a BOD reference folder

Calendar Lottery- Justine to find out from Stacey which Bingo people need shifts and to contact them to see who will organize the Calendar Lottery

Sponsorship- Tara to find out from Tracy which people never paid sponsorship and contact them to remind them to pay OR ask if they want to switch to participating in our calendar lottery

Maintenance- Dave to arrange for the girls washroom to be painted; to put up the bars with Alexa and to design and put up trophy shelves and clean the trophies

Linked In- Dianne WK to set up a gym account and provide Tracy and Justine with the passwords to manage it

AGM Report- Di to circulate last year's annual report with instructions for what is needed to edit for this year

May Newsletter- Erin to add a bit about BOD role descriptions; education on upcoming contracts and save the date for AGM

Nomination process- Erin to send password to Justine and Tara so they can run the nomination process on or before April 30th

Doodle Poll- Dianne R will do a Doodle poll of members to find out if they will do a Sunday/Monday or either AGM date

Pre Strategic Plan Work- Dianne WK to work on a workbook to send to BOD and senior staff to start the process of a strategic plan in order to provide suggestions and direction for next BOD

Leadership training- Stacey to send an email to Leslie Calvin that outlines our goals and asks for recommendations on what she would offer our Club

Adjourn