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| GE Board of Directors 3rd Board Meeting of 2019/20 term |

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| Sept 11, 2019 | 642 pm | Holiday Inn – Upper Lounge, Ontario Street |

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| Communications | Call to Order: By EllenRoll Call of BOD/ Staff/ Members presentEllen G, Jon H., Tara B, Melissa S, Erin W., Allison F., Holly H., Tracy., Alexa T, Brooke M., Dianne WK., Welcome Land recognition – by DWKRoberts Rules – Information shared by DWKReading & approval of Minutes + Circulation Best practice.* Ellen, 2 amendments
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| Communications | Motions to adopt Open Minutes of August - Approved by Erin and Seconded by Allison + approval of Sept 11 Meeting Agenda - Approved by Tara and Seconded by Allison |
| Chair’s Remarks | Welcome BOD, staff and members, meeting commencement* *Welcome didn’t happen*
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| Open to Members | Presentation to board by Sean McIntrye (redacted statement to is included with minutes)Statement circulation – Request to remove the ban and asking for rational and reasoning why?Holly, Alexa, Tracy still feel uncomfortable to remove the ban and do not want Brenda to return.Statement read by Jon Hughes – to be attached to minutes.Erin proposed new board do due diligence and respond back to Sean in a reasonable timeframe. Reasonable timeframe was decided as the month of October but no date confirmed. Sean is concerned that the response will not be timely, it is devastating for Chloe. Sean is concerned there is some history and his family is being targeted by past actions. He noted his discomfort with unpleasant reactions from board when previous Head Coach was mentioned.Tara has commented on willing to discuss and feel confident to lend support. Jon is asking Alexa for clarity on athlete program invitation. Broader picture by to be investigated by BOD, and final decisions to be made at the October board meeting.Tara offered to champion Sean’s concerns and refocus on Chloe. Holly reiterated Chloe is very welcome, talented and will receive the best coaching. Sean wants to ensure Chloe’s mental well being is also supported and that includes both parents being able to participate in her gym activities and competitions.Action Item: Holly /Jon to write the amendment for September, addressing Grape & Wine Time, competitions etc.Amendment to be circulated to board and then to McIntrye family. Included amendment to address pick up and drop off for safety and Chloe’s best interest. Any other Member issues or concerns(this does not follow the RR fixed order of business but allows flexibility for Members) |
| BOD Officer Reports | To be presented in order: President, Vice President, Financial, Communications, Parent Liasons |
| President’s Report | Committee selection  - Discussed at end of last meetingEllen – Bingo (Tean chairing the execution)Erin – VolunteerJon/ Allison – MeetsDi – Events/ Sponsorship ( may or may not have committee – if no committee volunteers what happens?)Rebecca and Ryan JohnstoneMelissa – Fundraising - Frank and Michline DilorenzoTara – Health & Safety + MaintenanceEllen has concern re a family and attendance at Bingo which results in a direct loss of revenue.We require more uniforms/ tshirts for Tean – committee lead organizing the scheduleMotion to Vote in head coach + rec program manager * Vote is for the coaching positions/ not linked to personal
* Allison motioned and Melissa Seconded
* 4 in favour 1 DWK abstain 1 JJH voted no

Board consultation – next steps submission of proposals, costs and firms to work with us * Gay Douglas was proposed/ Di declared conflict with this choice of consultant and proposed a Toronto law firm familiar with and experts in this.
* 3 problems outlined by Erin
* Roles & Responsibilities are unclear
* Chains of Communication to be clarified
* Financial Concern –
* Niagara Community Foundation – has free services/ starting point assessment document for every board member to fill it out independently
* Imagine Canada standards and placing in assessment tool
* Erin to send the package to include with minutes for FOC self assessment
* Holly has approved the webinar to take place in the office

Follow up from previous meetings: Ellen motioned that Spieth costs be retro actively approved for the safety. Jon seconded and all approved.There is an issue to ruin the waterproofing system – if we cut into the liner and ruin the pit. Jon has some potential solutions which will take 3-4 days but requires the middle part of the gym inoperable for 3-4 days.Jon’s description for solution for platform move: 4 inch angle brackets with concrete – 16 inches on centre - 14 inches a partRecommendation – metal supermarketAction: Holly to supply Jon with Omni contact details + meet regardingSpecial acknowledgement to Jon/ Allison/ Ellen and all coaches and support staff for problem solving and also work on the pit, on the rock wall and gym layout.Allison to motion we advance approve what is needed up to $15KJon seconded – all in approvalErin to support with volunteers when needed.Jon to measure and draw up a planMaterials list for order and delivery and number of people to do it.Jon reiterated he has no ulterior motives, he is passionate about what he does and he is very good.Erin would like to note that this is the best meeting we have had yet and can we park what has happened.  |
| Vice Presidents Report | Communications by staff: expectations + best practice* At the staff meeting they were told they were not able to reach out directly to board members directly
* Multiple staff advised they were under the understanding they cannot approach board members for support.
* Holly would like all channeled to program lead and / or office
* Di/ Jon have clarified that it is an additional safe space and we care and want to look after them.
* Tara agrees they need to be supported, respect chain of command but there should be an open-door policy.
* Holly to correct the miscommunication to the staff
* Board funnel is ED to President + Vice President

Equip Moving/ Gym Set Up – discussed previouslyNext Staff Meeting – Board Engagement 30 minsOther Business – to be carried over to OctoberJon to meet with Ellen on fiduciary / email concerns etcJon raised the concerns about the Speck athletes have left, we should be able to Recommended changes Emergency motions or votes can be emailed.Jon motioned to reduce email and nothing other than urgent motions, time sensitive and requests for help, support.Erin seconded All in favour |
| Financial BOD Report By Erin/ Allison  | RBC – core services we can offer Allison / Erin can log in / sponsor each other-Set security parameters- We currently have no fraud protection- Motion by Jon H to move forward with this online double sig, Ellen seconded and all approvedPreliminary Rec numbers review and update:Comp packages review and update – comparative to 2018/19 245K 2018/19 222K 2019/20Comp athletes: 83 families - 24 MAG in comp 66 in WAG90 athletes total Operating budget for 2020 - we have one full year of data / month to month comparisons. Track in 2019/20 and prepare an operating budget. Nicole Henderson – independent auditor to complete by end of November. We need to get all fixed and present to membership as we owe fiscal transparency. Once the audit is done Nicole Henderson will write back to CRA to change our year end to report back. |
| Communications BOD Report | Social Media Policy – Community Building + revenue funnels + customer service + marketing & promotion* Comms Leads/ Holly/ Di /
* Di to do revision 2 for Social Media communication
* Di to share with Holly

Website/ Hosting/ Server* Domain

Mission/ Vision + updates outstanding – Holly shared with Di to help craft some versions.Digital Presence/ Communciations – Review of web links + need for an updated Rec and COMP parent/ member list for commsIt was agreed at the last board meeting – It was ½ day per week or 1 day every dayBoard Communications + Password Protected Online tools for reduction of unnecessary emailsBrand and Content Development in Market – mentoring InternMotion to support Matthew ½ day or 1 day per week.Minutes – Best Practice for Sharing Closed PW Protected Detailed Minute review – anyone willing to be a buddy?Erin to provide second set of eyes. |
| Parent Liasons Report | Melissa & Tara to share updates and anything related to MAG/ WAG |

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| ED Report |

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|  | Holly Hopkins |
| Staffing Update |  |
| Outstanding Items from previous BOD meetings | Website timing and deployment planGrape & Wine in park participation and parade staffing/ management & rules re 10 yr olds.McIntyre ban to be addressed |
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| Committee Reports + Coaches Updates |

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| Gym Maintenance | TBC Alexa |
| Morale | Brooke/ Alexa need to not spend 4hours + in meetings and need support – action for both coaches to define parameters within gym guidelines to best support |

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| Action Items | Person Responsible | Deadline |

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| New Business |

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| Comms | Grants + Sponsorship |
|  | Document of research prepared and submitted by DWK |
|  | Social Media guidelines to be resubmitted for Oct meeting. |

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| Action Items | Person Responsible | Deadline |

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| Move to Closed Session |
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| Return to Closed Session |

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| Announcements | Closed Session did not happen Sept 2019 |
| Adjournments  | All in agreement |
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