



**Board Meeting Agenda
October 25, 2017 @ 5:30 P.M.**

**Percy Page Centre
11759 Groat Road, Edmonton, Alberta**

Board Room #4

In Attendance: Jen Sales, Samantha Walker, Andy Wigston
Via Conference Call: Sharleen Edwards, Nathan Lennie, Wendy Madell
Via Google Hangouts: Makrina Morozowski
Regrets: Tony Flores, Dean Krawec, Drew McRae, Dave Guiry

1. Call to Order

President Andy Wigston calls the meeting to order at 5:37 p.m.

2. Approval of the Agenda

New business – New Bylaws
Agenda approved with addition.

3. Approval of Minutes of Previous Board Meeting September 5, 2017

Approved.

4. Business Arising

Door to Door Campaign

- At November board meeting, will have prototypes. Will have campaign in action in December.
- President plans to meet with Nathan and Sam regarding materials.

Motion #1 (Via Email)

To start negotiations with Pivot Pointe and to revisit Global Faces Direct in a year.

Moved: Dean Krawec/Second: Sam Walker

All in favor.

Motion #1 Carried

5. Reports:

President Report

Treasurer report

- GST rebate (approximately \$6500) is not included on Income Statement but has been received.
- Interest on GIC's is 0 but shouldn't be. Executive Director will look into it (coding issue).
- Doing better than last year. Expenses are down.
- Telemarketing is doing well with one campaign still left. Possible reason for donations being higher is company now accepts credit cards.

Executive Directors Report

- Did we get reasons why we were rejected for grants? Only for CPC grant was reason given (not specific enough.) Cannot reapply until next year.
- Clarification on HR decision to eliminate North Sport Coordinator position. Was change made due to roles and responsibilities or person in position? Decision was a business decision. Want to make sure structure is sustainable. Plan to have one technical director for province.
- Discussion regarding Technical Director's duties. Clubs are responsible for booking gyms. Concern regarding volunteers left without guidance if another volunteer retires. Technical Director is able to help.
- Had 40 people out at Have a Go Day in Ft. McMurray. Made a great contact with Spinal Cord Injury and Ft McMurray Tourism.

Sports Directors Reports

- Executive Director will meet with Basketball Director to discuss report.
- Athletics: Fantastic to see all the equipment purchases. Look forward to 2018. Should try and copy success to other sports.

Past President's Report

- WSA looks forward to participating in summit.

6. Correspondence

- No correspondence

7. New Business

Budget Proposal

- Under Canada Summer Jobs grant. What is it being used for this year? Marketing admin position over the summer (July-August)
- Foresee any areas where we might go over budget? Rugby National Championships. Everything else is fairly static.

- Payroll: technical director includes grid increments but not salary increases. Is there a cap? Yes. On a grid. Same with ED? Haven't discussed yet.
- Glad to have breakdown of each sport in budget.
- Accommodation, meals and travel in every sport. Do we have something that tells us our current rate? Yes - under General Practices tab on Excel sheet. Different scale for staff than for coaches. ED will add staff scale to budget.
- Flexible for car rental rates (over 265km = rental car)? Yes for those who need their own vehicles for accommodation.
- Great job on detail on format in budget.
- Do we have ideas for professional development in budget? Coaching clinics have been budgeted for every sport except tennis. WSA can run coaching clinics.
- Any money in budget for referees? Yes for all sports but Tennis.

Motion #2

To approve that if we receive the City of Edmonton Community Investment Operating Grant (CIOG), we will spend it on staffing only.

Moved: Nathan Lennie/ Seconded: Wendy Madell

All in favor

Motion #2 carried.

8. Date to bring new bylaw forward

President and Member at Large met to update bylaws that were written in the 1980s. Will present a draft for everyone to read by the 13th of December. Will chose a date to have reviewed by at next board meeting.

9. Next Board Meeting

November 22, 2017 at 5:30 p.m.

10. Adjournment

President Andy Wigston calls the meeting to order at 6:28 p.m.