



BOARD OF DIRECTORS MEETING MINUTES

Date: November 18, 2020

Time: 6:45 pm - 8:30 pm

Location: MS Teams

1. Call to order – 7:01 pm
Attendees
Melissa Hogg Cunningham
Danielle Inglis
Michelle Wettlaufer
Maureen Condon
Sean Holman
Michele Gower
Grace Bugg
Glenn Gabriel
Tom Worth

Regrets
Bonnie Sacchetti
2. Approval of Agenda
Additional Agenda Items: (i) Board Terms and (ii) update on call with OVCA
(Motion – Michelle Wettlaufer, Second – Danielle Inglis)
3. Approval of Minutes
October 21, 2020 minutes approved (Motion – Michele Gower, Second – Grace Bugg)
4. Bi-weekly Club Manager call
 - Next call is November 24th – with the number of clubs now being closed for the season attendance is likely to be sparse
 - Newly closed clubs – Chingacousy, Thornhill
 - Maureen Condon to share her tracking sheet on club status
5. TCA events update
 - The TCA Youth event is now cancelled. Need to send communication on the cancellation.

- The TCA Mixed Doubles Championship status is still uncertain – with Thornhill closing for this season a new location will be required if the event moves forward in late spring 2021
6. 2020/2021 Fees
 - Motion to waive fees for 2020/2021 (Motion – Michelle Wettlaufer, Second – Danielle Inglis) – motion passed. Need to send communication that fees won't be charged.
 - Will look at fee options in a future meeting
 7. Finance Update
 - Signing authority update almost complete
 - Moving funds in Tangerine account to TD Operating account
 - Audited financial statements for fiscal year ended June 30, 2020 are complete. Need to send communication that audited financial statements are complete.
 - Motion to approve budget for fiscal year ending June 30, 2021 (Motion – Danielle Inglis, Second – Melissa Hogg Cunningham) - motion passed
 - Google being utilized as repository for financial documents
 8. Terms of Reference
 - Provide final Terms of Reference to Melissa Hogg Cunningham
 9. Trillium Grant
 - Trillium Grant has been approved – target area is Peel Region
 - Phase 2 would be growth grant to move individuals who were identified in Phase 1 to curling clubs
 10. Other Business
 - Sean to reach out to all Board members to gather information on Board terms – will be looking into updating process for joining Board and term limits
 - Melissa provided update on call with OVCA. They have 40+ clubs over 6 regions. They have two funding mechanisms: (i) membership fee based on number of sheets and (ii) Development fund – provide loans to clubs for capital projects – interest charged is part of operating budget. They have a focus on youth programs and ice technicians, including offering apprenticeships. They partner with the City of Ottawa and the Ottawa Sports & Entertainment Group to host events. OVCA benefits if these events are profitable. Limited other organizations like TCA and OVCA – the Hamilton Curling Association is disbanding.
 11. Next Meeting: December 16, 2020 at 6:45 – Agenda items already identified: (i) Strategic Plan, (ii) Diversity strategy, (iii) Fee Options and (iv) update on Action Items from October 18th meeting. Provide any other agenda items to Melissa and Sean.

12. Adjournment at 8:09 pm