

NCD Board Meeting Minutes
Thursday, May 12, 2016
6:00 – 8:00pm
BluArc Conference Room

Next Meeting – AGM – June 2, 2016

Attendance: Terry McLaughlan, Jay Swayze, Brent Allen, Ben Kislich-Lemyre, Andrea Holland, Jamie Alexander, Nancy Anctil, Jeff Seaman, Jim Michelis

By Phone:

Absent: Thomas Simpson, Mike Villeneuve

Minutes:

1. Approval of Agenda – approved
2. Approval of draft April 7, 2016 Minutes – approved
 - a. **Approval moved by Ben, seconded by Jay**
3. AOA – Terry McLaughlan
 - a. New coach for Ontario team
 - b. Acting replacement for Technical Director – Nigel Cooper
 - c. Brent introduced a draft MOU in the public dropbox for the board to review and send out comments; once draft is finalized, negotiations with AOA will begin
 - d. **ACTION ALL:** Review and comment on draft MOU by end of May
4. Officials – Ben Kislich-Lemyre
 - a. AOA officials meeting held
 - b. Jeff Harvey spearheading an initiative to create a database of officials
 - c. Discussion about officials fees; apparently not a lot of people, especially in SOD, actually paying the fee; needs to be better managed
 - d. Need to keep reminding parents about FIS approved helmets
 - e. Also need to communicate and clarify race suit certification for FIS athletes
5. Finances/Budget – Jay Swayze
 - a. Jay distributed financial statements for May 2015 through April 2016
 - b. **Ben moves to approve the statements; Brent seconded; statements are approved**
 - c. No income from NCD athletes; do we need to start collecting fees again?
 - d. Do we need to collect for last season? Board agrees to not collect for last season.
 - e. General discussion about what, if anything, should NCD be funding; ideas include equipment (Bnet), coaching updates, NCD team costs for provincials/canams, etc.
6. NCO

- a. An annual report memo from the NCO management committee was distributed; documents the team membership, budget for next season, and athlete agreement
- 7. AGM - Terry
 - a. Scheduled for June 2; need notice sent out asap
 - b. **ACTION Andrea:** Post AGM notice on NCD site
 - c. Need new U14 Rep (Mike Villeneuve has resigned)
 - d. Need new Secretary (Brent is willing)
 - e. Need new U10/12 Rep
 - f. Likely will not replace Equipment Chair
 - g. Proposal discussed to change age group chair to committee members (without board vote); proposal to be addressed at AGM
 - h. Jay will look into having Clock Tower pub as venue
- 8. Age Group Summaries
 - a. Reviewed highlights of U10/12, U14 and U16 age group summaries
 - b. Joint board meeting tentatively scheduled for May 26
- 9. Terry proposed to name Coach of the Year award the Blake MacMillan Memorial award – general agreement on the board – Terry will discuss with the MacMillan family

Action Register

Actionee	Action	Due	Status Update
Terry McLaughlan	Get NCD and Bingo signing authorities changed:	Ongoing	Oct 23: Jay sent letter to Jolanta to get a signature passing on NCD authorities. Bingo signing authority in progress. Nov 27: In progress Jan 13: In progress; banking being moved to BMO Feb 12 – Incorporation papers need to be updated – in progress Mar 30 – in progress Sept 15 – NCD incorporation issue must be addressed first. Jan 13 – in progress Jan 21 – in progress May 12 – license extended to end of October, selecting a new bingo coordinator from NCD
Terry McLaughlan	Work with the president of OSZ to determine the feasibility of incorporating NCO	Ongoing	Sept 15 – NCO management has proposed new governance guidelines for NCO management Nov 10 – need approval in writing from AOA and SQA Dec 16 – still waiting for formal response from AOA Jan 13 – ongoing Apr 7 – Ben in discussions with OSZ chair and will participate on governance subcommittee May 12 – Dan Boivin and Christine Thomas working on update to governance proposal; dropped proposal to include clubs, but instead to have NCO parents elect tie-breaker board member
Terry	Contact 'Mike' to get ownership of NCD website domain	ASAP	Dec 16 – working on it Jan 13 – in progress Apr 7 – in progress May 12 – in progress
Terry	Work with Byron on MOU counter-proposal	Closed	April 7 – in progress May 12 – superceded by Ben/Brent action below
ALL	Need recommendations for how to create the race schedule each year	Ongoing	
Andrea	Create shared dropbox to support multi-party development/review of NCD/AOA contract	Closed	May 12 – Done; will add all board members
Andrea	Publish list of NCD awards requiring nominations	Closed	May 12 – Done
Ben/Brent	Work with Byron to develop NCD/AOA draft contract	Ongoing	May 12 – Brent drafted MOU counter-proposal for board review
Jay	Collect ideas and drive conclusion on what to do with GIC when due	Ongoing	
ALL	Review draft MOU and submit	May 27	

	comments to board		
Andrea	Posted AGM notice on website	ASAP	