



Ottawa-Carleton Ultimate Association

Board of Directors

Meeting #244 - Board Meeting

 Tuesday, February 20, 2024

 5:00pm

 [Google Meet](#)

 **Directors** Karlis Bouse (Chair), Kelly Fulton, Robbie Thuot, Emma Wilson-Pease, Maaike van Leeuwen

Staff Jeremy Hill, Dave Brown

Officers Martine Bergeron (Secretary)

Members

Absent Tina Tremblay, Andrea Bombala

1. Call To Order: 5:04 PM

The Ottawa-Carleton Ultimate Association respectfully acknowledges that the lands upon which we gather and play are situated on the traditional and unceded territories of the Algonquin Anishinaabe People.

2. Approval of Agenda:

Approved

3. Approval of Minutes from previous meeting(s)

- [Draft Minutes - 2023-11-21](#) - pending final notes
- [Draft Minutes - 2023-12-19](#) - Approved
- [Draft Minutes - 2024-01-16](#) - Approved

4. Review E-mail Motions

Motion to appoint Jeremy Hill to ED carried on Tuesday February 13, 2024

5. Review of Open Action Items (10 min)

- [Action Item List](#)
- To complete an Exit interview for Brit (Robbie)

6. Staff Report (30 min)

6.1. OCUA Staff Report

Winter is wrapping up, Spring coming up

Uptake on summer camp registration and school workshops
Indoor Classics tournament
No Borders registrations tracking
Change ed@ocua.ca to exec@ocua.ca and reach out to partners
Awaiting response from grants

7. CUC 2024 Planning

Obtained City of Ottawa contacts
Hotel booking in the works
Transportation quotes received
Monthly planning team meeting

8. Garneau Dome

Karlis reached out, per previous Board meeting. Substantive Anchor tenant secured already. Requested to be able to book time when available.
Staff to inquire about indoor space (gymnasiums)

9. Staffing the Executive Director position (5 min)

HR committee completed posting, screening, interviews, employment contract update - pending signing of employment agreement

10. Committee Reports (45 min)

10.1. Finance & Audit Committee

[January 2024 - Audit and Finance Committee Report](#)

- Cash flow projection vs actual - Better position than anticipated. Filling up dome time and registration exceeded expectations.
- Seek to open up Summer registration by the end of March to assist cash flow, depending on the City's field availability.
- Reconciling outstanding dome costs
- Anticipating being able to pay CEBA loan in full in March.
- Approved for additional overdraft

10.2. Governance & Risk Committee

Terms of Reference have been updated and will be sent to the Board for review.

10.3. Human Resources Committee

Working on onboarding and transition documents for ED and Directors.
Performance management frameworks to be developed.

10.4. Safety & Disciplinary Review Committee

Very active and priority to develop the framework, and ensure all processes are in place.
Should consolidate safety and incident emails.

10.5. Strategy & Long-Term Planning Committee

No update

10.6. EDI Committee

[Policy on Gender Identity and Gender Equity](#) review of updated Policy. Most of the edits are minor wording changes to add clarity, but there are a few notable proposed changes:

1. Adding a note that OCUA expects gender roster category selection to be made honestly, with spirit of the game in mind, and never with the intention of gaining an unfair advantage (Section 1.4)
2. Adding a definition for GN2 which is now an established program (Section 2.3)
3. Clarification about WN2 and ON2 in the absence of an online system that can accommodate these definitions (throughout Section 2)
4. Setting WFDF Gender Ratio Rule A as the default for all 7v7 mixed gender leagues and programs (Section 3.1.2).

Board in favor of changes. Rule A will be implemented in time for summer league.

11. **AGM 2024**

[Spreadsheet](#) for nominations calculator. AGM will be held April 30th, virtually.

Discuss a captain's event for appreciation.

Finalize Nominations committee by March 9th. Will be made up of the remaining Directors. Prioritize call out. Finalize Nominees by March 16, 2024.

12. **Volunteer Engagement**

Tech committees, website team etc.

Try to find opportunities to engage volunteers/members.

Leverage High School volunteer hours, college/universities programs/unpaid internships or co-op/summer students. Position responsibilities would need to be defined.

13. **Round Table**

14. **In-camera**

15. **Adjournment - 8:06PM**