

## Ottawa-Carleton Ultimate Association

### Board of Directors

#### Meeting #229 - Board Meeting

 Tuesday, Jan 17, 2023

 5:30pm

 [Google Meet](#)

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

**Staff** Britany Gordon (Executive Director (ED))

**Officers** Alessandro Colonnier (Secretary)

**Members**

**Absent** Robbie Thuot, Tina Tremblay

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Minutes in **PURPLE**

**1. Call To Order**

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

Chair called meeting to order at 5:33PM.

**2. Approval of Agenda**

Agenda approved.

**3. Approval of Minutes** (5 minutes)

- [November 15, 2022 Minutes](#)
- December 2022 - N/A (no meeting)

- Formatting updates to be completed with further minor amendments; Secretary will make the changes but minutes were preliminarily approved pending formal approval after formatting/further amendments resolved.

**4. Review [E-Mail Motions](#)** (5 minutes)

- No New Email Motions

**5. Review of Open [Action Items](#)** (15 Minutes)

**6. Staff Reports - B. Gordon** (30 Minutes)

6.1. [ED Report](#)

**7. Committee Reports / Updates** (45 minutes)

**7.1. Human Resources**

- Haven't had an opportunity to meet in December, will look to meet in coming weeks ahead of the next BM meeting in February.

**7.2. Finance and Audit**

- Haven't had a chance to meet; got reports for YE results - will meet to discuss/review in next few weeks.
- OCUA public accountant suggests Review this year, may consider an Audit next year.
- Brit to prepare/Finance committee to present 2022-23 Q1 Financial Report at next Board Meeting

**7.3. Governance and Risk**

- Met in December to review member email and draft response.
- Consider by-law updates.
- Updating TOR - in process.

**7.4. Equity, Diversity, and Inclusion**

- Group unable to meet in December.
- Received responses from EDI survey; will review responses (about 30 of them) ahead of next Board Meeting, but must keep in mind that low response rate will be a challenge (difficult to establish trends, etc).
- Group will provide more fulsome update at the next Board Meeting.

**7.5. Strategy and Long Term Planning**

- Informal conversations were held, but no formal meeting in December and therefore no formal update today.

**7.6. League Management Cell (Safety & Disciplinary Review)**

- Will get this Committee up and running with TORs; updates to follow at a later date.

### **7.7. COVID**

- Will need to decide whether to do AGM in person or virtual, or combination.
- Covid protocol updated on website in November

## **8. Special Projects Reports/Updates (10 minutes)**

### **8.1. Safe Sport**

- No report.

### **8.2. UPI**

- May be worthwhile to have conversation/get feedback from original “legacy” UPI purchasers
- Could be a topic to proactively bring up at AGM.

### **8.3. AGM**

- Must take place by certain date:
  - Window to notify membership is 21-60 days from AGM.
  - Call for nominations 45 days in advance.
- Need to consider date and time.
- Discussion about in person versus virtual versus hybrid:
  - Formal decision should be made at February BM.
  - Brit will conduct a short social media survey/one liner to gauge interest

### **8.4. Nominations Committee**

- Doesn't have to be only Directors; can canvas greater OCUA membership.
- Committee at the moment is: Britany, Robbie, Kelly, Maaiké.
- Would like to promote a variety of candidates and diverse representation.

### **8.5. Director vacancy**

- Given absent Board members, Board will meet/discuss offline to finalize next steps.

**8.6. Winter retreat/February Board Meeting**

- Chair will put topic up for discussion in Slack channel, would like to perhaps schedule in person meeting for February.

**9. Round Table**

- Brit will be looking at apparel partnership to have something in place before AGM.

**10. In-camera**

**11. Adjournment**

- Chair adjourned meeting at 7:49PM.