

**ONTARIO WATER POLO
MINUTES OF BOARD OF DIRECTORS MEETING**

Board Meeting	F2F MEETING @ OWP office – 3 Concorde Gate – Toronto ON
Committee Meeting	
DATE	June 25, 2016
TIME	9:00 AM
PRESENT	(CHAIR) Angelos Kotzambasis (SECRETARY) Michael Wheatley Andrea Kennedy, Angelos Kotzambasis, Dana Cooper, Tim Spence, Michael Wheatley, Ken Young, Mikhael Lamont Staff: Kathy Torrens

ITEM NO.	DISCUSSION	ACTION
1	<u>Call to Order: 9:20 AM.</u>	
2	<u>Agenda</u> Add Ottawa Summer Program to the Outreach Discussion Add budget to #6 strategic plan discussion Motion: To accept the Agenda as amended Dana, second Miks, carried.	
3	<u>Previous Minutes</u> Motion: To adopt the minutes from May 15, 2016 Dana, second Miks, carried.	
4	<u>Terms of Reference</u> Discussion on conflict of interest policies WRT committee work. Prioritize the policies referenced in the TORS to ensure these are approved as we move forward with TORs. (Confidentiality, Conflict of Interest, Privacy and Harassment.) Bring forward the Bylaw amendment to 2 year terms for Board Executive positions for the next board meeting agenda. (Note: IAW Bylaw Article VIII Section 8.1 requires membership vote.)	Michael

	<p>Volunteer Committee = new Minor Official Committee take out the Revenue generation piece and add to the finance committee. Create a new ad hoc committee for governance portion</p>	
4	<p><u>Hiring Committee</u></p> <p>Nish Damani accepted the Training Coordinator Position as of June 1st.</p> <p>Andrea did not agree with hiring Nish - approval, method etc. She doesn't think that a head coach should be in the position of Training Coordinator. She also thinks the summer coordinator and technical coordinator should not be paid as separate projects in summer 2016.</p> <p>Andrea does not want "silence/lack of response = agreement" as a general approach in board decisions, and would have appreciated more information regarding the hiring process.</p> <p>Discussion about historic lack of transparency and ways this can be improved going forward.</p> <p>Motion: To ratify the contracting of Nish Damani, Ken, second Tim, Andrea opposed, carried.</p>	
5	<p><u>Communications Committee</u></p> <p>Discuss revisions on Social Media Policy</p> <p>Remove the references to "the OWP" and use "OWP" instead</p> <p>4.d) add bullying</p> <p>6. remove</p> <p>7. remove entirely</p> <p>10. add OWP team-specific</p> <p>Motion: To accept policy as amended on June 25, 2016 Angelos, second Tim, carried.</p>	Kathy
6	<p>Financial Committee –</p> <p>Profit & Loss statement reviewed.</p> <p>Will examine the rent situation further as there will be a \$7K increase @ 3 Concorde Gate.</p>	<p>Kathy</p> <p>All</p>

	<p>New Funding Models presented by the Ministry were discussed. This will inform the creation of programs and services to be created by the Board committees.</p> <p>Surplus governance money is available. Check the policy requirements outstanding and arrange for additional policy work to be completed.</p> <p>Motion: To amend the preliminary budget as discussed (attached to these minutes) and send to the ministry, Ken, second Dana, carried.</p>	All
8	<p><u>Programming and Training Committee</u></p> <p>Advanced Competitive Coach training will be run by WPC at the summit in Calgary (beginning Thanksgiving weekend – duration 1 year). OWP applied for money (Coaching Association of Ontario) to send 4 coaches for the training. There may be new requirements for NCL team coaches to have these qualifications.</p> <p>1.5 K to run coaching certification (for National Coaching Week.)</p> <p>Team Ontario – planned and organized, well setup to date. Post tournament reflection will allow us to make improvements for future years. Ensure a comprehensive report of the activity is prepared.</p> <p>12U Club Championships - Tournament was set up very quickly. There were problems with the medals/awards not being available for the participants (supplier was not able to have them ready in time) at the completion of the tournament. We must pay close attention to timelines and logistics to ensure this doesn't happen again moving forward.</p>	Nish/Tim/ Michael
9	<p><u>Minor Officials Committee –</u></p> <p>WPC Minor Officials Manual will be used to train our volunteers. Hopefully this will be well augmented by a training video being produced by the Mavericks. Angelos to follow up.</p>	Angelos
10	<p><u>Awareness & Recruitment Committee –</u> Cheques have been sent out to 6 clubs. They will report back as to the progress on the specific recruiting initiatives.</p>	Dana/Kathy
11	<p><u>Outreach Committee –</u> Ottawa summer program. They asked for help with insurance underwriting for running a free program for new kids.</p> <p>Insurance provider will allow a 2-week window of free participation. Now they can only give longer than 2 week sessional (four month May – Sep) offering for \$6.50. Ask WPC to assist in removing this barrier.</p>	Tim/Angelos

	<p>Andrea Kennedy presented her resignation from the Board citing disagreement with the OWP current direction and operational methods being used by the OPWA Executive.</p> <p>2 Board Members Down – Due to the resignation of John Krawchenko and Andrea Kennedy there are two vacant positions. Forward a note to the membership indicating there are two board appointments that need filling; returns by July 29th.</p>	Angelos/Kathy
12	<p><u>Strategic/Operational Plan</u></p> <p>We need to identify the resources required to move forward with plans. Dana will forward a template to help us align our resources.</p> <p>Operational Plan Progress was identified. Attached in the minutes.</p>	<p>Dana</p> <p>Kathy</p>
13	<p><u>Policies</u></p> <p>There were many OWP policies prepared by a consultant but these were not formally adopted by the board at the time they were produced. Policies to be reviewed include:</p> <p>AODA Compliance Appeal Policy Assumption of Risk Club Transfer and Tampering Club Membership Code of Conduct and Ethics Confidentiality Conflict of Interest Discipline and Complaints Event Discipline Financial Harassment Human Resources (incl. Contractor & Employee Agreements) Investment Privacy Sanctioning Screening Social Media Use – Approved with Amendment (see Item #5 above)</p> <p>Decision was taken to begin with the 4 priority policies required for the Committee Terms of Reference and review two additional ones at each subsequent board meeting. Confidentiality was reviewed but there was not sufficient time to address the other 3 priority policies. These were tabled to the next meeting.</p> <p>Confidentiality:</p> <p>Remove all “the OWP” and replace with “OWP”</p> <p>2. Bylaw 2.1</p>	Kathy/Board

