

**Ontario Water Polo Association
Board Meeting Minutes - approved
OWP Office, Toronto, Ontario
Sunday December 7, 2014**

Present: Joanne Brown, Scott Craig, Andrea Kennedy, John Krawchenko, Angelos Kotzambasis, Dragana Sunjic, Robert Thompson, Quinn Fairley (joined by telephone for technical committee agenda item)

Staff: Kathy Torrens

Motion: I move that the minutes of the Board meeting of October 5, 2014 be accepted as presented.

Andrea Kennedy, second Angelos Kotzambasis, carried.

Motion: I move that the ballots from the election at the 46th Annual General meeting for positions on both the Board of Directors and the Technical Committee be destroyed.

John Krawchenko, second Joanne Brown, carried.

Motion: I move that Kathy Torrens retrieve the election results from the scrutineer and introduce those results at the next board meeting, presented as a percent of eligible votes cast per candidate.

Scott Craig, second John Krawchenko, carried.

Governance Review

A summary of board roles and responsibilities was presented for review prior to the election of the executive.

Election of Executive

President – John Krawchenko nominated Andrea Kennedy, Andrea accepted the nomination. Joanne Brown second. No further nominations, nominations closed. Andrea Kennedy acclaimed.

Vice-president – Andrea Kennedy nominated John Krawchenko, John accepted the nomination. Joanne Brown second

Angelos Kotzambasis nominated himself. Scott Craig second.

Vote held by ballot, John Krawchenko gained more votes, named as vice-president.

Treasurer – Scott Craig nominated himself, Angelos Kotzambasis second. No other nominations, nominations closed. Scott Craig acclaimed.

Secretary – John Krawchenko nominated Dragana Sunjic, Dragana accepted the nomination. Scott Craig second. No further nominations, nominations closed. Dragana acclaimed.

Use of email, meeting protocol

Discussion was held discussing the use of email and whether decisions should be made through this form of communication. It was agreed that quorum could not be guaranteed and board members could not always be available to review email. A schedule of regular meetings should make the need of email decision making unnecessary.

Meeting dates

Sunday January 11, 2015 – conference call, 8:00 p.m.
Sunday February 8, 2015 – conference call, 8:00 p.m.
Sunday March 8, 2015 – in person meeting, OWP office, 10:00 a.m.
Sunday April 12, 2015 – conference call, 8:00 p.m.
Sunday May 10, 2015 – conference call, 8:00 p.m.
June 12 – 14, 2015 – board meeting, member meeting, strategic planning
Sunday July 12, 2015 – conference call, 8:00 p.m.
Sunday August 9, 2015 – conference call, 8:00 p.m.
Sunday September 13, 2015 – in person meeting, OWP office, 10:00 a.m.
Sunday October 18, 2015 – conference call, 8:00 p.m.
Sunday November 8, 2015 – conference call, 8:00 p.m.
Sunday November 15, 2015 – conference call, 2:00 p.m. Annual General Meeting

Draft meeting agenda will be prepared 1½ weeks prior to meeting date for distribution and additional items. Agenda will be sent to board members and club presidents 1 week prior to meeting date.

Action Item: Kathy to investigate the process to use WebEx for conference calls. This feature is available with our current conference provider.

Constitution and By-law review

To comply with the proposed not for profit legislation a review must take place. OWP has the services of Sport Law and Strategy group available to use. John will communicate with Steven Indig, Lawyer with Sport Law to confirm what is necessary.

Establish Committees

Constitution and By-law Review – John Krawchenko, Joanne Brown

Website – Angelos Kotzambasis

Provincial Leagues – Angelos Kotzambasis, Technical Committee

High Performance & National Leagues – Angelos Kotzambasis, Technical Committee

Promotion – Joanne Brown, Andrea Kennedy

Grant Submissions and Reporting – Scott Craig, Dragana Sunjic, Andrea Kennedy

Teleconferencing – Joanne Brown

Financial Investment Review – Scott Craig

Technical Committee

The technical committee held a conference call meeting Monday December 1st, a vote was held with the outcome for the position of vice-chair as a tie between Quinn Fairley and Robert Thompson. Board suggestion was made that the tech committee decide between Quinn and Robert who would take on the role of chair and vice chair as both positions have a role on the OWP board. Roles and responsibilities are being developed by the tech committee and will be presented to the board at the next board meeting for approval.

The role of Technical Advisor is open, board requests tech committee input to draft a job posting. It was suggested that a good candidate for the position is David Hart. Robert will speak to him.

Action Item: Robert to speak to David Hart to outline the Technical Advisor job.

Action Item: Kathy to work with Quinn and the technical committee to complete the roles and responsibilities of the technical committee, this to be presented at the January 11, 2015 meeting.

Action Item: Kathy to work with tech committee to complete a job posting for the role of Technical Advisor.

Role of Administrator

The role of Administrator was discussed. It was concluded that with the technical committee committing to overseeing the technical issues, and the board assuming committee roles the hourly time commitment of 20 hours per week would continue.

Motion: I move that the Administrator have the authority to spend up to \$2000 without authority from the board on items necessary for operations of OWP.

John Krawchenko, second Angelos Kotzambasis, carried

Financial Review

The budget was again reviewed. Additional funds were allocated to the budget lines of:

- Meetings \$15,000
- Special project strategic planning \$10,000
- Water Polo coordination \$24,000

These additions will lead to a deficit budget.

Motion: I move that the budget, as revised be accepted.

Scott Craig, second John Krawchenko, accepted.

Action Item: Andrea and Kathy to review Base Funding reporting.

Signing authority was reviewed and will remain the same with Joanne Brown and Kathy Torrens with signing authority.

Website

General discussion on the state of the website. Content needs to be updated. Angelos has been updating material as it is sent to him.

Action Item: Kathy to obtain financial statement from CanSport Live on the status of financial account.

Item to be placed on the agenda for January meeting.

Review of Strategic Plan

Review will be held at the June meeting. Clubs will be invited to send a representative and coach to attend. Details to be determined.

Quest for Gold

Applications have been submitted. Deadline for ranking to go to the Ministry is January 6, 2015.

Team Ontario

Plans for Team Ontario will fall under the role of Technical Advisor. The Canadian Youth Cup will be a selection event for national team programs, events for Team Ontario to participate in.

Review and goals for 2014-2015

Deferred to future meetings.

Referee membership fees

Some of our referees are required to pay membership fees and receive no service from OWP. They do not participate as athletes nor coaches. They perform a service for the association.

Action Item: Kathy to work with the tech committee to determine a plan for referees receiving membership compensation to repay in service to the provincial association.

The meeting was adjourned at 3:25 p.m..

Andrea Kennedy, President

Dragana Sunjic, Secretary, Kathy Torrens acting