

**ONTARIO WATER POLO  
MINUTES OF BOARD OF DIRECTORS' MEETING - APPROVED**

<b>Board Meeting</b>	<b>In person, Etobicoke Olympium, 590 Rathburn Road, Toronto</b>
<b>Committee Meeting</b>	
<b>DATE</b>	<b>February 4, 2017</b>
<b>TIME</b>	<b>09:00 a.m.</b>
<b>PRESENT</b>	<p>Angelos Kotzambasis (Chair), Dana Cooper, Johnny Hewerdine, Ken Young, Christi Bardecki,</p> <p>Regrets: Tim Spence, Mikhael Lamont</p> <p>Staff: Kathy Torrens, Nishant Damani, Nancy Bardecki</p>

<b>ITEM NO.</b>	<b>DISCUSSION</b>	<b>ACTION</b>
1	<b><u>Call to Order:</u> 9:25 a.m</b>	
2	<b><u>Agenda</u></b> <b>Motion: To accept the February 4 2017 Agenda, Ken, second Johnny, carried.</b>	
3	<b><u>Previous Minutes</u></b> <b>Motion: To adopt the minutes from November 15, 2016, Angelos, second Christi, carried.</b> <b>Motion: To adopt the minutes from December 20, 2016, Angelos, second Dana, carried.</b>	
4	<b><u>Policy – Concussion</u></b> Discussion of the policy, recommendation was made that an Appendix C be added which will outline the safety equipment that should be worn, and when, to help prevent concussion. <b>Motion to adopt the Concussion policy, Christi, second Johnny, carried.</b>  <b>Action item: Kathy to prepare Appendix C, send to board. Concussion policy to be submitted to the Ministry as it is the final requirement of the Sport Recognition application.</b>	<b>Kathy</b>
5	<b><u>Board – task prioritization</u></b> Ken prepared a power point presentation on the role of OWP and how the board could best prioritize the tasks it is responsible for. Discussion continued on how we can better “serve our customers”. A customer survey was created, initial draft will be sent to the board for final comments, which must be submitted to Dana by February 8 <sup>th</sup> . Survey will be distributed to the clubs February 9 <sup>th</sup> to be returned by February 19 <sup>th</sup> . Results will be presented to the membership at the AGM February 26 <sup>th</sup> .	<b>Dana / Kathy</b>

6	<p><b>Strategic/Operational Plan</b> Discussion on these items was included in the task prioritization section.</p>	
7 a	<p><b>Communication</b> Help is required to undertake the role of social media coordinator.</p> <p><b>Action Item: Angelos to investigate the ability to link social media Twitter accounts so that club tweets will be then retweeted by OWP.</b></p> <p>Suggestion that we feature an Athlete of the Week – Clubs will be asked to send in a profile and picture of one of their members which will be posted on the website and tweeted/facebooked. A form will be drafted asking profile questions. A photo release will be included on the form.</p>	<p>Angelos</p> <p>Kathy</p>
7 b	<p><b>Financial</b> Our application for the Ontario 150 grant was not accepted. No outstanding financial issues. Budget items relating to rent/telephone/internet/parking will be impacted due to giving up office space at 3 Concorde Gate.</p> <p><b>Action Item: Kathy to prepare membership numbers monthly c/w comparison to the 2014-2015 and the 2015-2016 seasons, submit to Ken.</b></p> <p>Financial Policy was reviewed. Nancy raised the point that the term of 90 days to pay was not best practice for a not-for-profit.</p> <p><b>Motion: To revise the Financial policy to indicate that accounts receivable are net 30 days and that the board can set penalties for late payments, Dana, second Angelos, carried</b></p> <p><b>Action Item: Nancy/Ken to investigate OWP using Paypal to receive payments.</b></p> <p>As OWP has required the services of both a Referee in Chief (RIC) and an Assistant Referee in Chief (ARIC) a budget adjustment has been requested to provide a second honourarium.</p> <p><b>Motion: To adjust the budget by \$400 to cover the expense of an ARIC honourarium, Ken, second Angelos, carried.</b></p> <p>OWP Branding: A request for OWP golf shirts to be produced, for distribution to referees officiating at league and provincial events, coaches at OWP clinics/trainings and for members of the board. Ad-up boards to be made to be used at OWP events – league games, provincials.</p> <p><b>Action Item: Angelos and Nish to prepare budget for branding items.</b></p> <p>Discussion regarding our present investments. Angelos offered to set up a meeting with his wife who is an investment advisor, Ken and Nancy to review our present investments.</p>	<p>Ken</p> <p>Kathy</p> <p>Nancy / Ken</p> <p>Angelos / Nish</p>

	<b>Action Item: Angelos to arrange a financial planning meeting.</b>	<b>Angelos</b>
<b>7 c</b>	<p><b><u>Programming and Training</u></b></p> <p>Quest for Gold process is now complete. OWP has awarded 7 male cards and 4 female cards. No appeals were submitted. Thank you's were extended to Nish and the Selection Committee for their work on this project.</p> <p>A plan is to be developed for the training of minor officials in the province. The Minor Officials' Training Videos the Mavericks have produced are in the final edit stage and will be ready for distribution soon. Consultation with RIC and ARIC should be made.</p>	<b>Nish / Angelos</b>
<b>7 d</b>	<p><b><u>Volunteers</u></b></p> <p>As noted above, a plan is to be developed to train minor officials that will be working league and provincial championship games,</p>	
<b>7 e</b>	<p><b><u>Awareness and Recruitment</u></b></p> <p><b>Action Item: Dana to prepare a report on the results of last season's recruitment incentive program.</b></p>	<b>Dana</b>
<b>7 f</b>	<p><b><u>Outreach</u></b></p> <p>Johnny will be joining this committee.</p> <p><b>Action Item: A club starter kit document to be prepared providing sources for obtaining nets, caps, balls etc..</b></p>	<b>Tim / Nish / Johnny</b>
<b>8</b>	<p><b><u>AGM – February 26, 2017</u></b></p> <p>Financial motions will be prepared for the AGM. No nominations for the board have been received at this point. One Volunteer of the Year has been nominated.</p>	<b>Kathy</b>
<b>9</b>	<p><b><u>Other Business</u></b></p> <p>None</p>	
<b>10</b>	<p><b><u>Next Meeting</u></b></p> <p>To be determined after the AGM.</p>	
	<b>Motion to adjourn at 2:45 p.m. Angelos.</b>	

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**Angelos Kotzambasis, President**

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**Kathy Torrens, Acting Secretary**