



CDMFA Board Meeting Agenda

I. Call to order

Facilitator Name called to order the regular meeting of the CDMFA Executive Committee at _____ on February 10, 2022.

II. Roll call

III. Approval of minutes from last meeting

IV. Committee Reports 5X5

(max 5 minute summary followed by max 5 minute Q&A)

Presented by either the Committee Chair, or the CDMFA Exec appointed as liaison to the committee.

- a) President Report (Tracy K)
 - i) Staff Contracts, Job Descriptions, Conflict of Interest
 - ii) Service Agreement with GEFFA
 - iii) Committee Structure
- b) Bylaw & RPP (Tracy K / Tracey N)
- c) Communications (Tracy K)
 - i) Internal
 - ii) External
- d) Finance – Fundraising (Chantel)
 - i) 50/50 (Darryl / Tracey N)

- (1) Reread the motion: Board of Directors Meeting Dec 2, 2021, Item 19a

“Motion- Roanda (Battle River) and Second Todd (Beaumont) to proceed with the raffle for \$100 000 to cover league fees and the details will be created and shared by the committee.”

Note: the proposal was for: *“With every registration getting the raffle tickets @ \$100 with the average 2500 we normally have we are looking at \$250 000 (incoming) - \$100 000 (league fees) - \$60 000 (prizes/marketing etc costs) = \$90 000 surplus”*

However, ALGC requires the motion to be for the full sales value of the 50/50 campaign at the \$250,000. We need to amend the motion, or make a new motion with the correct value:

Suggested: *“Motion made to proceed with the 50/50 Raffle Campaign for \$250,000 to cover the league fees. Details on execution of the campaign will be documented and shared by the committee. Spending of any surplus from this initiative to be decided on a separate motion at a later date.”*

- ii) ELKS Fundraiser
- iii) Fundraising Referral Handbook



- e) Sustainability (Tracy K / Nick Schmidt)
- f) Discipline (Michelle / Terry)
- g) Coaching (Ali / Chris M)
- h) Program (Ali)
- i) Boundaries (Ali /)
- j) Release (Ali /)
- k) Retention/Recruiting/Marketing (Ali /)

V. Staff Updates

- a) Darryl
 - i) SnowBowl
 - ii) Midget Program & Registrations
 - iii) Field Bookings
 - iv) Auditor submission
 - v) Society Return
 - vi) RAMP Registration Procedures / Upcoming Training
- b) Tanya
 - i) Girls Spring Tackle
 - ii) GEFFA Spring NFL Flag
 - iii) GEFFA – Elks Fall Flag Negotiations
 - iv) GEFFA – Edm Community League Negotiations

VI. New Business

- a) Covid Information Sharing
 - i) Covid information is changing/updating in the coming weeks. Please stay informed by following the correct source document: <https://www.alberta.ca/covid-19-public-health-actions.aspx>
 - ii) We cannot mandate vaccinations. We can only remind people of the current AHS guidelines and the fact that some facilities are participating in the REP. A simple reminder posted to your website and/or part of your registration package is all we can do at this time:
 - (1) Example: Female Tackle Camp Registration: <https://www.cdmfa.ca/article/71919>
 - (2) “Some sport facilities where football activities are scheduled in the greater Edmonton area are participating in the Alberta Government Restrictions Exemption Program. It is the responsibility of all participants to be aware of the provincial health orders and follow the guidelines as applicable.”
- b)

CDMFA

Capital District Minor Football Association



c)

VII.Round Table Feedback

VIII.Adjournment

Facilitator Name adjourned the meeting at ____.

Minutes submitted by:

Minutes approved by: