

DSA EXECUTIVE MEETING MINUTES

Apr 25, 2020

7:00 pm Via Zoom

Meeting called by:	Board of Directors	Type of meeting:	Executive
Facilitator:	BRIAN OTT	Note taker:	TAMMY MILLS
Attendees:	Tammy Mills, Anita Hetherington, Rebekah Ott, Brian Ott, Linda Garbencius, Dezz Illes		

Approval of March Special meeting minutes – First Brian/seconded by Anita

Approval of April agenda – First Brian/seconded by Dezz

OLD BUSINESS:

NEW BUSINESS:

- President's Position
 - Dezz Illes made a motion to remove Ed Lyon as DSA president and to record the details of the situation in our personnel screening file for future reference. 2nd by Brian Ott. Unanimous.
- Signing Authority for Devon Soccer Association bank account #6032817 which is held at Servus Credit Union in Devon, Alberta, Canada will be updated. Devon Soccer Association is incorporated, and all decisions are made by the Directors, after discussion of the executive.

The current signing authorities are Warren Hetherington (President), Brian Ott (Vice-President) and Tammy Mills (Treasurer), any two to sign. Linda Garbencius made the motion to remove Warren Hetherington and add Dezz Illes (Director) to signing authority. Anita Hetherington 2nd. Unanimous

- Criminal record checks – Selena, Darryl and Linda need to complete as soon as possible. Linda will contact RCMP as we believe there may be a longer delay due to Covid-19.
- Financial Report (emailed prior to meeting)
 - Chq account has a current balance of \$16631.14 and the savings is sitting at \$20549.47
 - To finish out the 2020 year there will be expenses of approximately \$6000.00
 - Tammy to contact Parkland about director insurance
- Outdoor Refunds / Notifications of Cancellation – Tammy reported that all refunds have been issued and all vendors/organizations have been notified that our season has been cancelled.
- Administrators contract renewal for 2020-2021 – Tabled until September meeting due to Covid-19 situation
- Backup coverage in case of emergency
 - Tammy has provided Brian will contact names/numbers as all records are kept at her house
 - Tammy explained to the executive what the current precautions are as far as back up and security measures
 - Tammy will work on moving our financials to Quick books Online
 - Tammy will inquire about a safety deposit box as well as look at drop box, google share point and/or app for saving passcodes
- Policy review and recommendations – Tammy and Brian will work on these and present at our September meeting
- Government assistance for non-profits – Tammy, with the help of the executive, will look at the options for DSA.
- Brian on behalf of Devon Soccer Association thanked Anita and Warren Hetherington for their time and dedication to DSA over the past number of years. Their family will be missed as they move onto a new adventure.

ADJOURNMENT: 7:55 pm

NEXT MEETING: Saturday September 19, 2020 @ 7:30 pm, location TBD

Anita Hetherington (Director)

Brian Ott (Vice-President)