

# DSA EXECUTIVE MEETING MINUTES

October 17, 2021  
96 Highwood Close  
Devon, AB  
2:00 pm

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<b>Meeting called by:</b>	<b>Board of Directors</b>	<b>Type of meeting:</b>	<b>Executive Meeting</b>
<b>Facilitator:</b>	Sarah Wallace	<b>Note taker:</b>	Tammy Mills
<b>Attendees:</b>	Brian Ott, Rebekah Ott, Sarah Wallace, Tammy Mills, Latoya Lamb, Carrie Fish, Sam Ruediger, Mikaul Maygard, Gurk Dhanoa,		

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## AGENDA ITEMS

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**Call to Order: 2:07 pm**

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**Approval of May and September Minutes: First Brian, Second Latoya**  
**Approve Agenda: First Sarah, Second Latoya**

### OLD BUSINESS:

### NEW BUSINESS:

- Financial Reports – Tammy reports that as of Sept 30, 2021, the balance on the chequing account is \$11,925.27. Reports emailed to exec ahead of meeting.
- 2021 Outdoor Season Review – Tammy explained the outstanding tasks for the season
  - Outstanding tasks
    - Dezz (equipment coordinator) needs to get uniforms to Latoya (uniform coordinator)
    - Dezz needs to pick up ice packs, and sanitizer from c-can because they can't freeze
    - Latoya needs to wash uniforms from Dezz
    - Latoya needs to do complete inventory on uniforms before winter
    - Sarah (president) needs to get signing authority
    - New coordinators need photo for website as well as police vulnerable sector check (no older than 1 year) before being approved. Please review personnel screening.
    - Tammy or replacement need to complete U8/U10 uniform return/refunds once inventory is complete
- Job Descriptions and Open Positions – Tammy explained the outstanding positions and concerns with current members and lack of commitment for parents in general.
  - Job description for admin
  - Administrator Contract and Training
  - Coordinator Positions x 5 (technical/coach coordinator, 2 x field coordinator, 2 x tournament coordinator)
  - Fill Director Position x 2 (one general and one secretary/treasurer)
  - View job descriptions for all positions
- Sarah made a motion to remove Destiny Illes as a director and to remove signing authority effective immediately. Sarah to notify Destiny. Seconded by Latoya Lamb. All in Favour.
- Sarah made a motion to accept Carrie Fish as equipment coordinator and voting director. Seconded by Rebekah. All in Favour.
- Tammy made a motion to accept Linda Garbencius' resignation as director and tournament coordinator. Seconded by Latoya. All in Favour.
- Latoya made a motion to accept Gurk Dhanoa as technical coordinator and voting director. Seconded by Sarah. All in Favour.
- Tammy is not wishing to renew the administrator contract. Brian and Sarah will create a job description and advertise. Sam indicated interest in the position. Resumes to be accepted along with vulnerable sector check and reference check.
- Mikaul and Carrie both indicated that they would paint lines and help with tournaments and uniform splitting for storage.
- 2022 Outdoor Season – table to next meeting
- Sarah made a motion to renew the Microsoft Office subscription. Brian seconded. All in Favour.

**ADJOURNMENT: 3:45 pm**

**NEXT MEETING: TBD**