

Board of Directors Meeting

January 15, 2023

Location: Kin Hall

Attendance: Jackie Nelson, Ashley Berndt, Lisa Mowers, Tyler Pahl, Michael Wirachowsky, Curtis Dublanko, Rick Medcke, Jackie Ohlmann, Billie Dodman, Laura Dublanko, Sara Kozun, Carrie-Sam Tkaczuk, Jenn Emond

Regrets: Chelsea Pahl, Kim Troy, Trina Joly

1. Meeting called to order: 7:04 PM
2. Adoption of the Agenda: motion Jackie N and 2nd Jackie O, carried
3. Adoption of minutes: motioned by Carrie-Sam, 2nd Laura D, carried
4. Business Items:
5. Approval of 2022 financial Statements:
* Reviewed high level by Treasurer- first true operational budget created for a few years due to pandemic. Certain groupings show underbudgeted due to this fact. Expenditures largely equated to $40K+ in equip purchases as there has not been update/replacement of many items in approx. 5 yrs. Much had cycled through its lifespan and were now required. Forecasted Revenues were exceeded by approx. $30K due to great work of the fundraising team. Noted that fundraising expenses included the raffle cash prize payouts. Some additional unforeseen expenses include cost of break-in and theft from the equipment shed. Revisions to financials required as mentioned during discussion- approval has been tabled to next meeting once this is corrected and republished.
1. Female Program:
* Previously motioned at setting fees for the season to be the same as Atom subject to confirmation of league fees. If should go ahead, call out for interest for coaching and inquiry for facility for practices/games (possibly multiple locations subject to cost/split cost with other organizations). 11-12 players required to run a team. Inquiry sent out via social media- approx. 6 interested as per survey. Finalization depending on enrollment- President has communicated intent to league for LDMFA to roster two teams ("U16" Female Jr and "U18" Female Sr).
1. CDMFA fee schedule:
* President advises confirmed league fees are set at $160 for tackle and $97 for flag for the 2023 season. Slightly increased from previous year. CDMFA fundraising fee noted as will once again be cash raffle.
1. Spring Registration email:
* Revised registration policy will be circulated- changes to timelines for practices/seasons for 2023. Registration closes for spring programming March 31, 2023- noting must be in Ramp by deadline. Changes coming for age divisions (names and possible age divisions themselves) 2023 will continue same as 2022 season policy. Clarification for age divisions for Female Sr (birth years 2005, 2006, & 2007) and Female Jr (birth years 2008 & 2009).
1. Forfeit Fines:
2. Forfeit Fine Appeal:
* 2 fines which were imposed under CDMFA's default policy relating to games during 2022 season. Appeal sent via email to league on Jan 11/23 with further explanation of the events of these matters as described by the coaching staff of Leduc Bantam team. Concessions were requested from the league
1. CDMFA response to appeal:
* Fine is currently outstanding but has been reduced by the League to $1,000 from $1,500. Further appeal will be sent to League by President citing multiple factors including player health and safety, gaps in league policy surrounding these circumstances and lack of a clear appeal process. Plans are to proceed with release of camp and season registration, if not currently under sanction by the League to do so. Should further concessions not be made by the league, fine will need to be paid for LDMFA to participate under the league. Matter is being addressed as quickly as possible.
1. Leduc County Grants:
* $500 from City of Leduc received for female tackle program. $1000 Leduc County for game film. - approved with specific allocation of funds to hire "performance training facilitator". We will confer the county representatives for clarification about what qualifies to use these funds. Request $9K/yr for 3 years for equip. + $1200 for camera equip via City of Leduc Organizational Grant.
1. Winter Camps:
* Events noted recap from last year. 41 attended at CTK, Edmonton Elk as special guest along with other guest coaches. 14 hrs total (Sat and Sun). Swag bags given; some participants used as way to "try football" with several registrations received for spring/fall season thereafter. Events recommends continuing with similar set up for future winter camps. Noted that gym space was limited so would like 2 weekends- peewee and bantam separated. Also, date- potentially earlier- suggested March instead of April. Motion to set winter camp dates for weekends for March 11 and Mar 18. Laura motioned, Jackie O 2nd. All in favour. Action items- Guest coaching staff inquiries and invitations to be sent out. Volunteers will be required- Volunteer and Events coordinators to determine number of helpers needed. Fees- tabled until venue is confirmed available.
1. Budget Committee:
* President, Vice- President, Treasurer, Registrar, Events Coordinator, Fundraising Coordinator. Motioned by Curtis, 2nd Jenn Emond. All in favour. Virtual meeting date TBD and budget to be presented at next board meeting.
1. Round Table:
* Updated list of Directors to be sent to AB registries (will reach out to applicable board members for pertinent info)
* Criminal record check (with vulnerable sector check)- please have these handed in at next board meeting- can use one previously if not expired (one year) and shows all required checks.
* Banking package proposals for pricing to try to reduce costs.
* Updated administrative accesses on the drive/chat.
* Team Snap subscription info sent via chat and touched on once again. Costs approx. $1300/yr for club level access. Has capacity to register and pay fees via one platform (surcharges applicable for payment handling) as well as functionality for volunteering sign up. Ramp- can we eliminate registration under this platform and achieve continuity within our own books go forward (CDMFA runs under Ramp. We still would be required to export registry information to the league- this would be a manual process should we switch)? Tabled for future discussion/decision with further specifics provided as to cost comparisons, functionality, and ease of process of things like refunds, etc.
* Video recording software (AI with analytical capabilities to assist with coaching and player development)- will gather more details and present at next board meeting.
* List of grants in Cats drive that we are interested in putting name in for. Fundraising will be working diligently to capitalize on any opportunities. Letter to be prepared for sponsorship. Will be shared for anyone that would like to put requests forward to any contacts they know.
* All media sites are now accessible. List of directors/emails updated on website. Main page revamp has occurred on Social. Request for major event information to be emailed for production and publication- please provide as much advance notice as possible to ensure communications can publish in a timely manner.
* Monthly Newsletter to be sent out to all membership following Friday from board meeting.
* Minutes to be published to the website go forward.
1. Parking lot Items: none
2. Action items:
* Curtis to draft response to league on fines, direct Michael to pay as needed.
* Rick (and others) to look at guest coaches, Female program coaching
* Budget committee- Curtis to send out date
* Jenn- open registration for female tackle.
* Curtis- compile info on league re program
* Laura/Sara to commence planning for winter camp
* Tyler to bring recommendation to next board meeting for team snap/ season registration.
1. Meeting Adjourned 9:02 PM - Next meeting- Feb 26, 2023