



# Executive Meeting Minutes

# Okotoks Raiders Lacrosse Association

June 26, 2018

**Present:** Jody Reid, Shannon Rea, Brent Robinson, Kim Albers, Nancy Rattray, Laurie Hunka, Lana Young, Sapphire Husky  
**Regrets:**, Jen Hoyle, Matt Faulds, Brad Banister

**Location:** Okotoks Rec Centre

**Chair:** Brent Robinson

**Minutes:** Jody Reid

Agenda item	Details	Responsibility
1. Call to order and introductions	Meeting came to order at 7:05pm	President
2. Agenda	Motion to accept Brent Robinson Seconded Sapphire Husky All in favor, Carried	
3. Minutes from February meeting	No changes Motion to accept Lana Young Seconded Laurie Hunka All in favor, Carried	
4. ALA/ CDLA Updates – Brent	<b>ALA Updates</b> No update  <b>CDLA Updates</b> Girls program approved and moving forward in 2019 Eden Valley talking about joining the CDLA	Brent
5. Presidents Message – Brent	Continuing to work with team level issues.	
6. Action Items Outstanding - Jody	1. Forward financial management procedures to Lana and review for comments to CDLA (Brent) 2. Review coach shirt options with Tradewinds and report back by April 4 - choice made and ordered (complete) 3. Send Roughnecks short sponsorship application form to Lana for completion (complete) 4. Complete and submit the Roughnecks for the \$5k sponsorship money (believe Brad completed) 5. Ask CDLA how other clubs manage the Vulnerable Sector Checks (complete)	
7. Treasurer – Lana	June – no formal report submitted, all verbal. Current Balance: \$19,982.69 Outstanding cheques: \$3,176.56 Cheques not yet deposited: \$3,484.87 ACTION: Need to put together a post season HOKs reconciliation  Jr Raiders Girls – owe floor time from beginning of year. Kim to advise Lana so she can invoice.	Lana



## Executive Meeting Minutes

## Okotoks Raiders Lacrosse Association

June 26, 2018

Agenda item	Details	Responsibility
8. Registrar – Sapphire	RAMP issues. Can't load assistant coaches/trainers which is causing an issue with number of coaches for Provincials. Filing to Town of Okotoks complete.	Sapphire
9. Programs - Shannon	Recommend to send a post season survey. ACTION: Send recommended questions to Laurie and she will prepare.	
10. Technical Development – Brad	N/A	
11. Operations – Matt	Setting up to equipment returns date. One before Provincials and one after. All disciplinary issues dealt with. Matt will submit report.	
12. Organizational Development –	Website – quotes coming in. Considering options. Work toward a new website by end of August 2018 to be ready for September. Tournaments – Laurie to work with Jen to determine direction of Girls Rock. Do we run or do we hand over/help new girls program/club.	Laurie



Agenda item	Details	Responsibility
13. General Discussion	<p>Succession Planning:</p> <p>Sit – Brent, Laurie, Shannon, Lana, Matt</p> <p>Stepdown – Jody, Sapphire</p> <p>Unknown – Brad</p> <p>Floor time discussion (Kim) – suggestion to consider floor time in Black Diamond, especially early season. Bring to annual planning day meeting.</p> <p>Volunteers</p> <p>Programs Director – email managers to verify volunteer hours spent. Discuss/deal with individuals that did not volunteer.</p> <p>Consider adding or updating in the Managers Manual.</p> <p>Midget B – needs coach for Provincials. Lana is looking in to.</p> <p><i>Motion: Brent recommends the accounting books be audited and asks for approval if can find auditor for under \$2k. Second: Sapphire. All in favour.</i></p>	
14. Action Items (new):	1. Send recommended questions to Laurie and she will prepare a year end survey.	
1. Next Meeting	September 11, 2018 7pm-9pm Location: TBD	Jody
2. Adjourn meeting	<ul style="list-style-type: none"> <li>Move to adjourn at 9:05pm.</li> <li>Motion to accept: Jody Seconded: Lana. All in favor –Carried</li> </ul>	