

Vortex Water Polo Club

August 15, 2024

Meeting Minutes

Present: Nurik, Irina, Allison, Jaime

Regrets: Joe, Mike

Absent: Sheila

Meeting called to order: 7:10pm

1. **Approve Agenda:** motion to approve agenda- Irina; Seconded by Allison; all in favour; agenda approved.
2. **Conflict of Interest Disclosure:** none identified
3. **Approval of Minutes:** July 10, 2024

No amendments required.

Motion by Allie to approve July 10 meeting minutes; seconded by Jaime; all in favour; motion passed.

4. Financial Report and Update:

Treasurer did not attend meeting. No report provided in advance.

5. Registrar Update:

Registrar met with Technical Director to review information in RAMP with the financial information that has been provided, including the travel reconciliation information recently provided by the 17U Team Manager. There are several and substantial discrepancies related to balances owing/credits with the 17U men's and women's teams related to tournament costs and registration fees. Two members have requested more detailed accounting.

Action: The interim President will request a meeting with the Treasurer, Registrar, Technical Director, and the 17U Manger to rectify the situation urgently. Members will be contacted with the results (balance owing or refunds) as per the VWP Financial Reconciliation Procedures.

6. Technical Director Update

TD sent their regrets and provided a report in advance.

- a. **Contracts: Woman's head coach:** Pending financial resolution with Sport Manitoba, meeting will be set-up between TD, Breda, and the hiring committee.

- b. Honorarium: pending financial resolution with Sport Manitoba Meeting, Mike will release funds as identified in the July 13, 2024 meeting (as per the 2023-24 approved budget).
- c. MWPA developed a 2024-2027 Strategic Plan. VWP was not engaged in the development, however, will look for opportunities to collaborate and assist in the implementation.

Action: Interim President to request the TD develop a 2024-25 Operational Plan for the Board's review and approval for the next Board meeting. The Operational Plan should provide a clear roadmap for the club's activities, programming, growth, travel/training, and budgetary elements. Aspects that should be included:

- Programming, schedule, training
- Proposed Registration fees
- Tournaments/interprovincial play opportunities
- Proposed Budget and Financial plan
- Proposed Honorarium
- Other items?

Motion by Allison to accept the TD Report and actions; seconded by Jaime; all in favour; motion passed.

7. Policy Review: 8 new policies for the VWP to be compliant with MWPA Policy #42

VWP is confirming requirements for the 2024-25 Season, starting September 1, 2024. A new MWPA Policy #42 was approved in September 2023. The current Board members were not aware of the new requirements or of the year grace period provided by MWPA. A meeting is being held with MWPA on August 16, 2024 to review all requirements.

As per the MWPA Policy #42, VWP must formally adopt into their own governance documents the following policies in advance of the 2024-25 season:

Policies required by MWPA's Policy #42 that are already in place or being deferred:

1. Code of Conduct and Ethics (in place)
2. Travel Policy (in place)
3. Confidentiality Policy (not developed- MWPA also has not developed one; will look to collaborate with MWPA to develop during 2024-25 to develop)

Eight new policies have been developed (the Whistleblower Policy and an Alternate Dispute Resolution policy were not mandated by MWPA, but were developed enhance VWP governance and compliment other mandated policies).

1. MWPA Discipline and Complaints Policy (new)
2. Appeal Policy (new)
3. Conflict of Interest Policy (new)
4. Privacy Policy (new)
5. Screening Policy (new)
6. Safe Sport (new)

7. Whistleblower Policy (new)
8. Alternate Dispute Resolution policy (new)

Omnibus motion by Jaime to adopt eight policies to be compliant with MWPA Policy #42 [MWPA Discipline and Complaints Policy; Appeal Policy; Conflict of Interest Policy; Privacy Policy; Screening Policy; Safe Sport Policy; Whistleblower Policy; and Alternate Dispute Resolution Policy]. Irina second; all in favour; motion passed.

Discussion: the Board committed to post new policies on the VWP website for comment/review prior to adoption. The board remains committed to transparency and member involvement in policy-making. As the Board was only recently made aware of new requirements set by MWPA that necessitated having these policies in place to ensure our club remains in good standing, we had to adopt the policies promptly. The Board can revise policies on an ongoing basis and members can provide their comments for consideration.

Action:

Policies will be added to the VWP website. Add a sentence that members can provide any comments/concerns to the president email account.

8. Committee Updates (if required)

Hiring Committee: Contracts expire August 31, 2024. Womens Head Coach will not return. TD and Mens Head Coach have expressed interest in contract renewals. Unable to develop new contracts until financial situation is resolved.

Action: Anticipating financial resolution, the hiring committee will meet with TD and Women's Head Coach applicant. Hiring Committee will review previous contracts to identify any changes required and will bring forward recommendation to the Board.

9. New Business:

The Board will develop a Club Update Communication:

- New requirements for the upcoming season: e.g. MWPA Respect in Sport
- Important notices/updates/upcoming season information for the 2024-25 season (e.g. interprovincial play opportunities)
- Any recaps of 2023-24

10. In-camera discussion- none required

Meeting concluded at 9:00pm