

MINUTES

Attendees: Nurik, Joe, Sheila, Allie, Jaime, Mike

Regrets: Irina

Meeting called to order at 7:13 PM.

1) **Review of Agenda:**

Motion to approve agenda as amended.

Jaime moves. Allie seconds. All in favor.

2) **Approval of Minutes from August 15:**

Motion to approve August 15 Meeting Minutes.

Joe moves. Jaime seconds. All in favor. Sheila abstains (absent from Aug 15 meeting)

3) **Approval of Minutes from August 31:**

Comments and corrections noted.

Motion to approve August 31 Meeting Minutes as amended.

Joe moves. Seconded by Allie. All in favor.

4) **MWPA Policy #42:**

Update provided related to requirements for this policy. We have made a lot of progress on requirements. Outstanding declarations are needed from a couple people. The board reviewed other requirements outstanding. Respect in Sport requirements are noted as an important item to highlight to parents and volunteers; we do not know how this will be reported/reviewed. TD provided an update on requirements he has submitted. TD noted there are different registration categories now with WPC.

ACTION ITEMS

- MWPA rep will follow up with the MWPA board regarding implementation and reporting of Respect in Sport requirement (e.g. how will they be tracking for school league; can we use the same tracking/reporting mechanism).
- Two people are outstanding to sign the Declaration then we can send it in. Target submission before the end of the week.
- President to follow up with WPC and/or MWPA related to delay in registration opening and ask them to open it.

5) **RAMP Update – Registrar:**

Registrar reached out to WPC's CEO related to their Privacy Policy club adopted. WPC confirmed that it is solely the Registrar who will have access to RAMP, plus a third-party contractor.

A question was asked about who will apply credits in RAMP? It was noted it would have to be Registrar who applies the credits in the system in consultation with Treasurer. Outstanding balances and credits must be verified before anything is applied in RAMP. A separate tracking sheet is needed to track and provide statements to members. Back up RAMP access will be TD for VWP. Question was asked about restricted access levels for RAMP that could be applied to other people, which would meet Privacy Policy by restricting view and actions. TD noted this is possible.

ACTION ITEMS

- In the coming month, the Registrar will explore access levels that meet Privacy Policy (e.g. read only and limited view access).
- Develop tracking sheet for member account credits and balances.

6) OCIS investigation of Edmonton Incident:

We are cooperating with the OCIS investigation. We are mindful of the conflict of interest of one Director, so details are not being shared. Investigation is in OCIS hands. The investigation is confidential, and the board should not take any action that could interfere or be seen to be interfering with the investigation.

ACTION ITEM

- This will be a standing item on future agendas until the investigation is concluded.

7) Banking and Financial:

Treasurer provided a summary update for those not in attendance at previous meeting. Treasurer has left an urgent message with Bank Manager, as we are hoping they would be willing to meet to discuss manual payment process with Treasurer and VP or interim President.

It was noted that the level of scrutiny and detail the bank risk department is applying in this case is extraordinary, as well as their change in perspective (i.e. there was a resolution and agreement in place for VP and Treasurer to acquire signing authority; when President attended bank everything was positive; then suddenly their decision changed and they cited the AGM as a requirement to add elected members as signatories; some Directors wondered why there was a change in perspective and want to ask the bank face to face what is going on).

Question was asked about when we plan to host AGM. It was noted we need new bylaws, as requested by Sport MB. Notice of meeting and associated materials must be sent out no later than Oct 31. The Treasurer noted she needs some info to be able to close off the financials before AGM. It was noted we need Financial Report (and we do not have access to funds to hire an Accountant); as well as last years' AGM Minutes; Amendments to Constitution; and finally, any other reports as identified in the Constitution.

Concerns were raised regarding opening registrations when we have not reconciled accounts and payments owing (e.g. TD and Head Coach contract compliance). What is our plan B? And timeline to initiate? It was suggested by the end of week (Friday), if there is no resolution with the bank the board should meet Friday or Saturday to determine the next steps.

It was generally agreed registration should not open when we do not have access to finances/bank. Without a resolution, this could mean the start of the season is delayed substantially; worst case until after the AGM.

Club bylaws say two Executive members must sign, but does not specify which ones, only that one must be Treasurer or President.

Motion:

WHEREAS the bank has frozen the club's bank account, and noted the requirement to have *elected* members act as signatories and,

WHEREAS VWP currently has no access to its funds to pay invoices and,

WHEREAS registration will not open until there is a resolution to the banking situation and,

WHEREAS the Registrar is a member of the board Executive Committee and,

WHEREAS section 5.2 of the VWP Constitution and Bylaws state:

all cheques, drafts, or other orders for payment of money, notes or other evidence of indebtedness issued in the name of, or payable to the Club, shall be signed or endorsed by two members of the Executive Committee who are designated as having signing authority. At least one signature shall be the Treasurer or President.

Therefore, be it resolved that the interim President, elected as club Registrar at the 2023 VWP AGM for a period of two years, be added as signatory at the club's bank.

Joe moves. Sheila seconds.

Discussion took place. It was noted that there is continuity with previous board meeting minutes and request to the bank for the interim President to have signing authority.

All in favor.

ACTION ITEMS

- Draft minutes will be sent by Weds afternoon for review. Minutes will be reviewed and approved by Thursday morning. Minutes to be shared with Sport Manitoba and MWPA to advise both organizations of changes since the meeting on August 16 (access to RAMP and the WPC Privacy Policy; and Nurik being the second signor)
- President to request inventory from former Merch Coordinator.
- By Sept 6 at noon President, VP, and Treasurer will attend the bank in person to ask about processing payments, pending response from bank manager.
- If the banking issue is not resolved by Friday at noon the board will convene an emergency meeting Friday or Saturday to consider alternate options.

Meeting adjourned at 9:27 PM