



## WDAFA Board Meeting Minutes

July 27, 2022, 6:30pm

Regular Board Meeting

Manluk Pool, Wetaskiwin

**Call to Order** by President Jasmin Oliver at 6:35 pm

### **Attendance:**

Board:

Role	Name	In Person	Via Phone	Absent
President	Jasmine Oliver	X		
Vice President	Jennifer Bohaychuk	X		
Treasurer	Tracey Bredlow	X		
Secretary	John Tomkinson	X		
Bantam	Tristan Stephanson	X		
Peewee	Kim Grekul	X		
Atom	Kevin Lonsdale	X		
Flag				
Female	Lynn Ware	X		

Member Attendance:

Jennifer Derach, Jenal Strong, Regan Perras, Kaylee Belbeck, Liberty Ware.

**Review Agenda**, any Agenda Additions or Deletions?

▶ *Motion* to accept agenda as presented:

Mover Kim

Secunder Jennifer

Vote: passed unanimously

**Minutes** of Previous Meeting (normally attached, work is currently ongoing preparing these)

Past Minutes approval Deferred to next meeting due to late arrival and requirement to review.

▶ *Motion* to pass by Secretary: Mover \_\_\_\_\_ Secunder \_\_\_\_\_ Vote: \_\_\_\_\_

### **Board Business:**

1. Complaint Revocation Update
  - a. President has emailed Complainant to confirm position going forward
  - b. President has emailed CDMFA for follow-up as well

► **MOTION:** Lynn Ware moves for a Special “In Camera” Board Meeting for the Board to meet with the Complainant on Aug 10<sup>th</sup>, 2022, at 6:30pm at the hog barn.

Seconded by John Tomkinson.

Vote: Passed Unanimously

2. Receipt of any and all WDAFA property, including passwords and accounts
  - a. Email sent to Past VP July 26 asking for them to be turned in by 6:30 pm on July 27.
  - b. Need all hog barn keys, tower keys, blue hard drive, mail key, fundraising cards, binders or documents, passwords for accounts (Facebook and fundraiser site specifically), equipment and any and all other materials owned by WDAFA.

**Tabled to end of meeting**

► **MOTION:** Tristan moves that the bag contents to be reviewed and confirmed. If items are still outstanding then Board determines that Friday at noon as the deadline for WDAFA items and property to be returned before action is taken. If anything is still missing, President is then authorized to take necessary action and steps to recover.

Seconded by Kevin.

Vote passed 7-1

3. Set Fall Season Start Dates.
  - a. August 2<sup>nd</sup>, 2022 – Bantam and Peewee 1st Practice 6:30
  - b. August 9<sup>th</sup>, 2022 – ATOM 6:30
  - c. Flag TDB Head Coach to communicate

► **MOTION:** Kim Grekul moves these dates be accepted and communicated.

Seconded by Tracey Bredlow.

Vote: Passed Unanimously

4. Registrations
  - a. Current to July 27, 2022:
  - b. Bantam - need 15 players to have a season, have 15
  - c. Peewee - need 15 players to have a season, have 12
    - i. Option to blend programming per CDMFA. Need to have a conversation with CDMFA about potential players playing outside of their boundaries. President left a message for Darryl to call her about this July 26, 2022.

► **MOTION:** John moves that Peewee goes ahead and further decisions are Tabled for review of Peewee registration numbers on Aug 15<sup>th</sup>, active awareness, and advertising to be done on all WDAFA platforms to help increase registrations.

Tristan seconds.

Vote: Passed Unanimously

- d. Atom - need 9 players to have a season, have 13
- e. Flag - need 5 to play games, have 4
- f. Send out reminder emails again to encourage registration from those who may have forgotten.
- g. Advertise in different Facebook groups?

5. Equipment fitting Training:

- a. Date set on July 31, 2022 at 6:30 pm with Codey Soanes to train equipment fitters at the hog barn. THIS IS OPEN TO ALL MEMBERS.

Kim "To go up on website".

6. Building Locks:

- a. Where are we at on new locks for the Hog Barn and the Tower?

► **MOTION:** Kevin Lonsdale moves that new keys be cut for the Team Head Coaches (4), Coach Coordinators, Trainer Coordinators, WDAFA Executive (4), plus both the High School and City (2). NOTE 12 in total.

Kim Seconds.

Vote: Passed Unanimously.

- b. City concerned about Tower condition

President advising that the city wants to develop a user agreement. WDAFA supportive of this as we've found issues there too with other users. Port-o-potties, garbage cans, waste and mess in area outside of WDAFA involvement also need to be addressed.

7. Zoom account information:

- a. Pro account is \$200 for 1 year.
- b. Discuss value and motion.

► **MOTION:** Jasmine Moved that WDAFA spend the \$200 for Zoom Pro account.

Secunder Jennifer.

Passed 7-1.

8. Safety Training - links have been sent out to John and Kimberly.

- a. Anyone else interested in taking this course?

John to Send this link out to everyone

9. Scoreboard Update

- a. It is being dealt with by the City of Wetaskiwin. Need to follow up with the City about a timeline. President has contacted City.
- b. Need to follow up with Steve Hawkes @ Stitch'n Magician if we need a scoreboard for games prior to the scoreboard being ready.

Anyone able to take this on?

John to follow up with Cal at the city. Cal reminder email that 1<sup>st</sup> home games are September 11<sup>th</sup>. Can we have the Scoreboard in place before then?

10. Open Board or Association Positions

- a. Flag Rep – Board Voting position

**Tabled**

- b. Coach Coordinator – Non Voting association Position

► **MOTION:** Jennifer moves that Jasmine be appointed to Coaching Coordinator position.

Tracey seconds.

Vote 7-0.

11. Team Positions

- a. Bantam

Head Coach - John Tomkinson

Asst. Coach (2) - Kevin Lonsdale, Jay Grekul, Mike Loe, Ed McDougal

Trainers (2) - Kimberly Green

Jr. Coach – n/a

Manager – Jennifer Bohaychuk

► **MOTION:** Jasmine moves that the Bantam team proceed as presented, Kim seconds. Passed unanimously

- b. Pee wee

Head Coach - Eric Weremey

Asst. Coach (2) - Tristan Stephanson, Ron Eyran Raz

Jr. Coach - Riley Oliver, Kaylee, Reagan

Trainer (2) - Kennedy Kratchmer (jr), Sandra Kim

Manager –

► **MOTION:** John moves that the Pee wee team proceed as presented, Jasmine seconds, Passed Unanimously

- c. Atom

Head Coach – Tristan Stephanson (Interim back up)

Asst. Coach (2) - Karl Schaller? Jason E?

Trainer (2) – Lynn Ware

Jr. Coach – Raelyn, Libby

Manager –

► **MOTION:** Tracey moves that the Atom team proceed as presented, Lynn seconds, Vote passed Unanimously.

- d. Flag  
Head Coach - Blaine Fuller  
Asst. Coach –  
Jr. Coach - Charley Ware  
Manager –

► **MOTION:** Kevin moves that the Flag team proceed as presented, Tracey Second, Vote passed Unanimously.

- e. Need all contact information and criminal record checks for any coaches and staff as well as all NCCP numbers for coaches. Must complete 4 courses within 1 year. If the hard drive is not returned, we need to create a new letter for members.

#### 12. Unofficial Board Positions

- a. Fundraising Coordinator - Steve Bredlow
- b. Social Media Manager - Chrissy Silgard - has indicated she would like to continue  
Kim asking if Chrissy can do website too, follow-up, Title could then be "PR Rep"
- c. Equipment Manager – Jennifer and Tracey
- d. Football day coordinator – October 2<sup>nd</sup>, Jennifer
- e. Bottle Drive Coordinator – Sept 8<sup>th</sup>. John
- f. CDMFA Rep - Jasmine
- g. Registrar - Tracey

► **MOTION:** John moves that the volunteer association positions above be filled as listed. Seconded by Kim. Vote passed unanimously.

#### 13. Football day - October 2, 2022, subject to CDMFA approval of Bantam and Pee wee games moved to the 2nd.

- a. Elks players are booked? Yes
- b. Atom players cannot play Sunday as they are expected to play Saturdays.
- c. Exhibition game for the Flag team in between Bantam and Pee wee games?
- d. Already left message with CDMFA to change the game days.

► **MOTION:** Jasmine moves that flag players get t-shirts for the football day events and organize exhibition game. Kevin Seconds. Vote Passed Unanimously

14. We need to update the website with all new board members and contact information Kim Grekul on it

▶ **MOTION:** John moves that WDAFA emails accounts be created for all Executive, PR Rep, Coaching Coordinator, and Trainer Coordinator. Executive to Develop policy on passwords. Tristan Seconds. Vote Passed unanimously.

15. Signing authority to be changed at the bank. Executive to follow up

#### 16. FUNDRAISERS

- a. Bottle drive is set for September 8 - this is during a regular practice evening.
- b. Comedy fundraiser - contract was signed unilaterally by Katherine without board approval –

▶ **MOTION:** John moves the Board move **IN CAMERA** at **8:23**, Jasmine seconds, Vote passed unanimously.

▶ **MOTION:** Lynn moves the Board out of **IN CAMERA** **8:31**, Kim seconds, Vote Passed unanimously

▶ **MOTION:** Tracey moves that the Board cancels the comedy fundraiser. Should any fees or penalties be incurred above \$500 another special Board meeting be called. Kevin seconds. Vote Passed unanimously

- c. CDMFA Fundraiser - info? Who should head and organize this fundraiser? Jasmine to look after this
- d. Casino Licence - any update from Steve. Tracey working through it and get info to Board.
- e. Beer and Jerky Fundraiser - Codey said he would help facilitate this fundraiser if we need. Would reorder from the company and they would distribute to us. Steve is good. Go ahead, Codey, to help out.

#### 17. Season Schedule

- a. Needs to be sent out to all Coaches and support staff by Aug 3rd. Coaching Coordinator to send any and all team related updates to all team staff.

18. Governance (Bylaw) committee - was previously established however most members of this committee have since removed themselves from the board. We need to establish a new committee. OPEN TO ALL MEMBERS?

▶ **Motion** to re-establish Governance (Bylaw) committee now consisting of Jasmine Oliver, Kim Grekul, John Tomkinson, Sandra Kim, Kevin Lonsdale and others nominations that volunteer. Committee to present new bylaws to WDAFA at AGM as first order of AGM business. Committee shall operate on a majority vote.

Mover: John                      Second: Lynn                      Vote: Passed unanimously

19. Merchandise for sale
- a. Need someone to Organize this.

► **MOTION:** John moves that Kim lead and organize WDAFA merchandise, Jennifer seconds, Vote passed unanimously.

Kim to also look into team Photographers.

- b. Have a list prepared by August 15 for distribution to the association?
- c. Potential items to include: Hats, toques, sweats, hoodies, coats, key chains, other options?
- d. Normally use Stitch'n Magician, I am open to shopping around for best prices if need be.

20. Update the CDMFA of all board position changes
- a. President can do this if agreed upon by the Board. Being Done by Jasmine

21. Pending Equipment Orders
- a. 10 Helmets have arrived - Codey has these and will bring them to the Hog Barn on Sunday the 31st. Tracey to confirm \$8000 bill.
  - b. 20 Helmets are waiting to be shipped.
  - c. 3 Shoulder Pads are waiting to be shipped.
  - d. Socks and Footballs are waiting to be shipped.
  - e. Codey will be in receipt of all of these once they are sent. He will make sure to contact an executive board member once he receives orders. Jasmine can do follow up on all of these orders as needed upon board approval.

22. Potential Orders
- a. Tackling bags are either needed new or we need to consider repairing what we have.
  - b. Dan Branco also has blocking bags we may be able to purchase.
  - c. Can someone look into this?

Tracey to have Jeff at Paul's upholstery provide a quote on bag repairs. Gather information on quality and amount, \$5215 county grant? Tristan to research other inventory and Dans equipment. Follow-up for next meeting.

23. Any Other Business. RAMP Credit Card – WDAFA doesn't have a Credit Card but WDAFA will find ways to support those needing assistance registering.

24. Next Regular Board Meeting: August 17<sup>th</sup> 2022, 7:00 pm, location TBA

25. **Meeting Adjourned at 8:59pm**

Minutes submitted for Board review by WDAFA Secretary John Tomkinson.

Minutes Accepted and Approved by Board Motion: August 10, 2022