

**1. MEETING Agenda - Tuesday, February 15, 2011 @ 1900**

**Location: 9 Salisbury St**

**Secretary: Noelle Carbone**

**2. INTRODUCTION OF MEETING ATTENDEES & REGRETS (1908)**

**Present:**

Tedd Konya – Commissioner  
Jody Schultz – Membership Coordinator  
Josh Bertram – Treasurer  
Kent Williams – Events & Fundraising Coordinator (joined at 1912 via Skype)  
Avery Miller – Communications Officer  
Noelle Carbone – Secretary (via Skype)

**Regrets:**

Ed Van Ekeris – League Operations Coordinator  
Tara Vinodrai – Women’s Representative / League Ombudsperson

**3. AGENDA & MINUTES ACCEPTANCE - January 17 & January 31 meetings  
(VOTE DEFERRED UNTIL 1932)**

**Agenda**

- No changes

**Minutes from Jan. 17, 2010**

- Motion to accept by Tedd  
- Second by Jody

**PASSED: 6-0**

**Minutes from Jan. 17, 2010**

- Motion to accept by Avery  
- Second by Jody

**PASSED: 4-0-2**

#### 4. REVIEW ACTION ITEMS

##### ALL EXEC MEMBERS:

- SEND AVERY CONTENT FOR WEBSITE UPDATES (ongoing)
- SEND NOELLE SUGGESTIONS FOR INFORMATION, TEMPLATES, ETC. TO BE INCLUDED IN A PACKAGE TO TEAM CAPTAINS (GOAL: MAKE THEIR JOB AS EASY AS POSSIBLE) (ongoing)

Tedd: - (with Tara) DISCUSS WITH SEAN FROM OUTSPORT TORONTO IF WE CAN PARTNER WITH THEM ON THEIR "BUDDY SYSTEM SCHOOL PROGRAM" INITIATIVE (how can we include this partnership in our Jays Care Foundation 2<sup>nd</sup> stage package) (ongoing)

- (with Tara) SOLICIT LETTER OF SUPPORT FROM FLAG FOOTBALL LEAGUE REGARDING UPGRADES TO WITHROW PARK (pending; if we advance to second stage of Jays Care Foundation application process)

Tara: - (with Tedd) CONTACT PINK TURF REGARDING THEIR PLEDGE OF FINANCIAL SUPPORT TO WITHROW PARK IMPROVEMENT (MUST BE INCLUDED IN OUR SECOND ROUND APPLICATION TO THE JAYS CARE FOUNDATION) (pending; per advancement to second stage of Jays Care Foundation application)

- (with TEDD) DISCUSS WITH SEAN FROM OUTSPORT TORONTO IF WE CAN PARTNER WITH THEM ON THEIR "BUDDY SYSTEM SCHOOL PROGRAM" INITIATIVE (pending)

Ed: - CONTACT PINK TURF REGARDING THEIR PLEDGE OF FINANCIAL SUPPORT TO WITHROW PARK IMPROVEMENT (MUST BE INCLUDED IN OUR SECOND ROUND APPLICATION TO THE JAYS CARE FOUNDATION) (pending; per advancement to second stage of Jays Care Foundation application)

- coordinate with Kent re: Trillium fund: closing the books from prior application and applying for 2011 (ongoing)

Kent: - GET SPONSORSHIP INVOICES (complete)

- evaluated new banquet options (ongoing)

Avery: - SEND TARA INFORMATION ON HOW TO UPLOAD POLICIES TO DST WEBSITE (complete)

- Josh:
- CONFIRM EMAIL FROM AVERY RE: DST EMAIL ACCOUNT (complete)
  - SEND OUT APPROVED OPERATING BUDGET TO EXEC MEMBERS (complete)
  - CONFIRM WITH TEDD THE AMOUNT OF THE CHEQUE OWING TO THE JUSTIN CAMPAIGN (DONATION FORM CALENDAR SALES) (complete - \$300)
  - close CIBC account (complete)
- Jody:
- give Kent deadline for getting sponsor logos (must be well before May 13-11)
  - get samples for orange, teal, blue and green jerseys (pending; samples will be sent after we confirm order / sponsor logos needed before we can confirm)
  - need artwork before we can confirm
- Noelle:
- ADD TO NEXT MEETING'S AGENDA – DRAFT; REASSESSMENT OF CURRENT PLAYERS; SKILLS ASSESSMENT / PLAYER BONDING (complete)
  - COMPILE INFORMATION FOR CAPTAIN'S PACKAGE (SOLICIT SUGGESTIONS FOR PACKAGE) (ongoing)
  - SEND EMAIL TO EXEC REGARDING MOVING FEB-7 MEETING TO FEB-13 OR FEB-15 (complete)
  - CREATE COPY FOR DST WEBSITE UPDATES (ongoing)
  - contact TDSB to secure Jarvis Collegiate for ABM (GET TDSB CONTACT INFO FROM TEDD) (complete / response pending)
  - CALL TDSB TO FOLLOW UP ON ABM LOCATION IF WE HAVEN'T HEARD BACK FROM THEM BY FRIDAY
  - CONTACT MEGHAN GRONDIN RE: TEMPLATES FOR CAPTAIN'S PACKAGES

## **5. MEMBER REPORTS**

### 5.1 Commissioner (Tedd)

- Director's & Officer's Liability Insurance - Tedd was contacted by our insurance company for renewal. The cost does not include the 25% discount received last year. Tedd is checking on that before proceeding with renewal.

### 5.2 Communications Officer (Avery)

- website update
- ability to access and download league schedule from DST website

### 5.3 Treasurer (Josh)

- waiting on Jordan to comment on proposed TIPC budget

### 5.4 Secretary (Noelle)

- submitted application for location for ABM; waiting for a response from TDSB and Jarvis Collegiate

- 5.5 Women's Representative / League Ombudsperson (Tara - per email)
  - worked with Kent and Tedd on the BMO Sponsorship proposal; it is still in development and should be discussed
  - we should hear from Jays Care Foundation during the week of Feb 21
- 5.6 Membership Coordinator (Jody)
  - update on uniform suppliers
  - ACTION ITEM (JODY & KENT): CONFIRM DATES AND LOCATIONS FOR NEW MEMBER REGISTRATION (April 3, April 6, April 10)
- 5.7 League Operations Coordinator (Ed - per email)
  - will wait to hear from JCF before contacting Flag Football League and OutSport Toronto (regarding Buddy System school initiative) to solicit support letters for round two
  - concerns about Pink Turf contribution to the Withrow Park Field Improvement Fund; need to clarify with Pink Turf that they are committed to contributing the \$5,000 they've pledged and that the amount is not solely dependant on member donations
  - Ed to update Pink Turf on our progress/plan (increased costs, improvement to be done 2012 if the grant comes through, continued need for funds, etc.)
- 5.8 Events and Fundraising Coordinator (Kent)
  - new sponsorship opportunity / letter of support pending
  - Carlsberg, Polar Ice, Sailor, Woody's, Tequila Rose confirmed
  - uniform deadline: end of Feb
  - ACTION ITEM (TEDD): CONTACT DAVID & KEVIN RE: SPONSORSHIP
  - cheques for Tequila Rose & Polar Ice arrived Feb 15-11
  - sent BMO Sponsorship Letter to Tedd and Tara for final revisions/approval before submitting to BMO
  - ACTION ITEM (KENT): SEND OUT BMO SPONSORSHIP LETTER THIS WEEK (BEFORE KENT GOES ON VACATION)

## **6. OLD BUSINESS**

- 6.1 Withrow Park Improvement / Jays Care Foundation Letter of Inquiry
  - per Tara's email
- 6.2 TIPC Budget
  - pending Jordan's approval and verification of BMO sponsorship
- 6.3 BMO Sponsorship
  - covered under Events and Fundraising Member Report
- 6.4 Ongoing Investigation
  - no update

6.5 Attendance Policy: (vote from last meeting deferred to Feb15 mtg)

6.5.1 Revision of Current Policy / Declared Absence Policy

**- Motion by Tedd to amend attendance policy to the following:**

*Three undeclared absences at any point throughout the season will result in immediate forfeiture of membership.*

*After two undeclared absences, the player will receive a warning letter from the Membership Coordinator re-stating the attendance policy.*

*Team Leaders (captains, co-captains) are solely responsible for monitoring declared absences to determine the need for additional players on a team and, discuss if there are any on-going attendance issues with specific players.*

*Member can appeal decision by sending an email/letter to the Ombudsperson within two weeks of receiving the letter of dismissal.*

- Second by Jody

**MOTION PASSED: 6-0**

6.5.2 Appeals Process (see above)

6.5.3 Pro-Rated Refunds for Members who Do Not Meet Attendance Requirements

- bylaws state no refund after first week of play

6.6 Other Policy Updates:

6.6.1 Yellow Cards as First Tie Breaker (deferred from last meeting)

**- Motion by Tedd to amend the playoff policy so the first tie-breaker is least number of cards per team (defined as yellow card = 1 point, red card = 3 points)**

- Second by Noelle

**MOTION PASSED: 5-1**

6.6.2 Card Appeal Policy (deferred from last meeting)

- Tara stated in her email that the policy is already in place

6.7 Elect Disciplinary Committee:

- Avery & Noelle volunteer to join Tara on Disciplinary Committee (vote deferred from last meeting)
- **Motion by Josh to add Avery and Noelle to the Disciplinary Committee**
- Second by Avery

**MOTION PASSED 6-0**

6.8 Review Membership Status of Disciplined Members

- review per Tara's email (in camera)
- ACTION ITEM (JOSH): CANCEL CHEQUES #48-51
- ACTION ITEM (TARA): SEND OUT DISCIPLINE LETTERS PRIOR TO MARCH 1, 2011

6.9 2011 Registration

- Returning member registration to begin online March 1, 2011
- ACTION ITEM (TARA): UPDATE POLICIES WE VOTED ON; SEND TEXT FOR NEW POLICIES TO AVERY (TO BE ADDED TO PRE-REGISTRATION POP-UP)
- In person returning member reg at ABM
- ACTION ITEM (NOELE): CONFIRM ABM DATE AND TIME PRIOR TO START OF RETURNING PLAYER REGISTRATION
- PayPal will continue to be used this year for online registration
- Discussion of priority new member registration open to 2010 waiting list - will not work out this year
- Discussion of protocol for new player reg: come early, tickets to be distributed on a first come first serve basis; firm up protocol and ensure that protocol is clearly stated on the website and any new player registration communications and advertisements
- ACTION ITEM (NOELLE): PUT ON AGENDA FOR NEXT MEETING: advertising to new players, protocol for new player registration

**7. NEW BUSINESS**

7.1 Draft - to be discussed further at next meeting

7.2 Reassessment of Current Players

- Proposal to have a committee meet and physically reassess everyone
- Discussion of Assessment Committee (must be involved in Reassessment) 10 ppl
- ACTION ITEM (ED): SEND OUT REQUESTS TO POTENTIAL MEMBERS OF ASSESSMENT/REASSESSMENT COMMITTEE (10 PEOPLE WHO MUST BE AVAILABLE IN APRIL TO ASSESS PRETURNING PLAYERS AND AVAILABLE FOR NEW MEMBER SKILL ASSESSMENT)

### 7.3 Skills Assessment of New Players

- Discussion of current assessment process
- ACTION ITEM (AVERY): DRAFT PROPOSAL FOR NEW ASSESSMENT POLICY TO PRESENT AT NEXT MEETING

### 7.4 Player Bonding

- Proposal to change number of points allotted to teams with high ranked player bonds
- ACTION ITEM (JODY): DRAFT PROPOSAL FOR NEW PLAYER BONDING/DRAFT POLICY

### 7.5 Player Photos

- Proposal to have photos of all players taken
- Discussion of privacy issues
- Decision to request players to submit headshots (to be viewed only in members only section) with explanation of why we need photos: photos will only be used by Executive committees in charge of player assessments, discipline, and league awards

## 8. ANNOUNCEMENT OF NEXT MEETING

- **MONDAY, FEB 28, 2011 @ 1900 (9 SALISBURY ST.)**

## 9. ADJOURNMENT

- Tedd motions to adjourn (2031)
- Kent seconds

**PASSED: 6-0**