

MEETING Agenda - July 11, 2011 @ 1900

Location: Churchmouse & Firkin

Secretary: Noelle Carbone

1. INTRODUCTION OF MEETING ATTENDEES & REGRETS (1903)

Present:

Tedd Konya - Commissioner
Avery Miller - Communications Officer
Kent Williams - Events & Fundraising Coordinator
Ed Van Ekeris - League Operations Coordinator
Noelle Carbone - Secretary

Regrets:

Tara Vinodrai - Women's Representative / League Ombudsperson
Josh Bertram - Treasurer
Jody Schultz - Membership Coordinator

2. AGENDA & MINUTES ACCEPTANCE

- agenda accepted
- June 13, 2011 Meeting Minutes (postponed until quorum)

3. REVIEW ACTION ITEMS

ALL EXEC MEMBERS:

- PERUSE NEW WEBSITE AND SEND FEEDBACK TO AVERY
- **ACTION ITEM (AVERY): SEND NEW WEBSITE LINK TO EXEC**

- Tedd:
- FIND PAYPAL INFORMATION (BALANCE OF MONEY FROM 3 PAYPAL ACCOUNTS) - LOOK AT RECORDS DATING BEFORE OCTOBER 2010 (pending)
 - Confirm that BMO Agreement has been sent
 - **ACTION ITEM (KENT): FOLLOW UP WITH BMO**
 - CONTACT JORDAN ABOUT FIELD PERMITS FOR TIPC - Re-contact 5 of co-captains to get Team Governance Policy signed; must be done by next game or select new co-captain (complete)
 - Revise the gamesheet to include reason for absence (injury, vacation, other) (postponed)
 - **ACTION ITEM (TEDD): ADD "INCIDENT REPORTING" FROM SANCTIONS**

(postponed)

- Tara:
- help Ed draft letter to the city regarding \$5,000 DST contribution to field improvement
 - look into DST privacy policy
 - Initiate disciplinary committee discussion of Polar Ice / Tequila Rose game and send letters as appropriate.
 - (with KENT): Find a date to discuss Trillium grant.
- Ed:
- Reimburse the League for cancelled field permits but confirm final amount since less than anticipated (WILL REIMBURSE WHEN JOSH IS AT MEETING)
 - ACTION ITEM (ED): SEND INVOICE TO JOSH TO LOOK AT RE: OUTSTANDING BALANCE
 - ACTION ITEM (JOSH): REVIEW BALANCE OF FEES FROM TORONTO CITY PERMITS WITH ED
 - ACTION ITEM (ED): GIVE REIMBURSEMENT CHEQUE TO JOSH
 - Provide receipts to Josh for reimbursement from Skills Clinic (\$74.98 cheque & 57.81 cheque TO BE PROVIDED TO JOSH AT NEXT MEETING)
 - confirm with the City re: Sept 15th date for commencing so we can decide if we should proceed in raising funds / applications (eg. CommunityOne) (complete; see New Business)
 - Purchase 5 new game balls and label them. Ensure enough game balls are at the field for games. (complete)
- Jody:
- Act as Secretary for June 27 meeting if Noelle or Tara cannot do it. (N/A)
- Kent:
- Trillium Fund: coordinate closing the books from prior application and applying for 2011 (pending; awaiting Tara's participation)
 - talk to Ellen regarding Carlsberg donating a prize for linespeople (complete; Carlsberg will provide some sort of prize)
 - COLLECT PROCEEDS FROM JOCK NIGHT (GOODHANDY'S & HARDLINE) AND RANDIE PARLIAMENT'S THEATRE NIGHT (pending; R.P. cheque has been misplaced by intermediary source)
 - Follow up on changing the date for the first day of BBQ permit from the first day of games with the City (complete; changed to last game day - Sept 18, 2011)
 - Provide files to Noelle re: banquet options (complete; Sugar Sync)
 - Send a separate email to captains closer to next game re: recruiting for Pride (complete)
 - Book Churchmouse for meeting on June 27 (complete)
- Avery:
- draft new assessment/re-assessment protocol (ongoing)
 - when the Google Calendar is created, add explanation of how to upload to smartphones, member's Google calendars, and desktop calendars/schedulers (ongoing; start with game schedule and then work on socials and other events)
 - next DSTribution to include a link / update to the field situation to let our members know about all of the work we have done to improve this situation

(complete)

- Send email to captains re: water bottles / garbage at the field, shaking hands after the game, and a 'how to' on substitutions (complete)
- Avery to send email to captains re: missing game balls and not using game balls for practice / warm up (complete)
- Set up PayPal link so that new members can pay immediately to hold their spot and possibly ensure commitment from players (pending)
- include DSTribution item to recruit volunteers to march in the Pride Parade. (complete)

- Josh:
- send \$350 cheque to Justin Campaign (calendar plus I Miss DST fundraising)
 - find mailing info for Justin Campaign
 - CONTACT KEPH REGARDING JUSTIN CAMPAIGN CONTACT INFO - ABOVE ITEMS PENDING RECEIPT OF FUNDRAISING REVENUE FROM JOCK NIGHT AND "DST THEATRE NIGHT"
 - Confirm that all sponsor cheques have been received

- Noelle:
- fill out application to have meetings at the 519 (complete)
 - update DST Directors list (pending)

4. MEMBER REPORTS

4.1 Commissioner (Tedd)

- now that the season is 7 games in, the registration fee is traditionally lowered to \$95; unanimous agreement
- **ACTION ITEM (NOELLE): SEND NOTICE TO JODY THAT FROM THIS POINT ON, REGISTRATION IS \$90**

4.2 Communications Officer (Avery)

- practices; numbers tapering off since TIPC & Pride hiatus

4.3 Treasurer (Josh)

- Ed's received cheques from:
 - Kevin P (TIPC)
 - Michael F
 - Rachelle Y (for David H)
 - Robert B
- Ed owes \$150 on behalf of Jonathan O (J.O. paid registration in cash to Ed); Ed to deposit his cheque
- Ed to deposit field permit reimbursement - \$243.28 (**JOSH TO REVIEW THIS AMOUNT WITH ED – SEE CITY OF TORONTO INVOICES**)
- Refs have been paid; 2 cheques haven't been mailed yet; the rest = hand delivered
- Kent has received Churchmouse sponsorship fee - \$750.00
- hand delivered two TIPC related cheques to Gord Dunbar

- ACTION ITEM (ED): SEND NOELLE THE CHEQUE TOTALS OF TIPC CHEQUES GIVEN TO GORD

- Noelle gives K.P.s TIPC registration cheque (\$135.00) to Ed for deposit

4.4 Secretary (Noelle)

- Code of Conduct forms to be supplied at the field this week; I'll be there all day Sunday

- ACTION ITEM (NOELLE): SEND OUT LIST OF PLAYERS WHO HAVEN'T SIGNED THE CODE OF CONDUCT; BRING LIST TO FIELD ON SUNDAY

- ACTION ITEM (NOELLE): UPLOAD MINUTES THAT WERE APPROVED WHEN I WAS ON VACATION

- ACTION ITEM (NOELLE): SEND NEW PLAYER INFO (CHURCHMOUSE SERVERS) TO JODY - Mary M & Melissa R

4.5 Women's Representative / League Ombudsperson (Tara) – N/A

4.6 Membership Coordinator (Jody)

- ACTION ITEM (JODY): PROVIDE TALLY OF NEW PLAYERS IN THE LEAGUE

4.7 League Operations Coordinator (Ed)

- Skills Clinic: 19 players; run by Wellesley and Avery

- Skills Clinic #3 (Saturday, August 13) cancelled

- Withrow Park: field improvements to be made at the end of September so DST and Pink Turf can complete their seasons; still not a 100% confirmation from the city; sounds like a priority but no confirmed work dates; Pink Turf has \$3,200 toward field improvement – plans to have full \$5,000 by the end of the season; 3 injuries on the field related to the field conditions

- ACTION ITEM (ED & TARA): DRAFT LETTER RE: FIELD IMPROVEMENTS AND NEXT STEPS TO MARK HAWKINS, CITY OF TORONTO, ET AL.

- playoff schedule: to be discussed at next meeting – WHAT TO DO WITH MONDAY, SEPTEMBER 5 FIELD PERMIT

- ACTION ITEM (ED): SEND OUT PLAYOFF FORMAT AND SCHEDULE, LOCATION TO EXEC MEMBERS

- ACTION ITEM (NOELLE): ADD PLAYOFF SCHEDULE/FORMAT/LOCATION TO NEXT MEETING AGENDA

- TIPC Inventory: Shane has DST banner; Amanda has tent; Dave R has table

4.8 Events and Fundraising Coordinator (Kent)

- Pride update: 20 members participated on float

- Trailer Trash: approximately a dozen participants

- ACTION ITEM (NOELLE): ADD PRIDE VOLUNTEERS (Stephen W, Brian W, Shane B) TO VOLUNTEER LIST

- DST Family Day: Sunday, Aug 14, 2011

- Games Night: Saturday, August 6, 2011 (afternoon, Pegasus)

- Final BBQ: Sunday, September 18, 2011

- Dave Coffey to bring sponsorship cheque to Exec member this Sunday

5. OLD BUSINESS

- 5.1 Withrow Park Improvement - see League Operations report
- 5.2 Skills Clinic Recap - see League Operations report
- 5.3 TIPC Recap - pending Jordan's final report

6. NEW BUSINESS

- 6.1 GLISA - Gord Dunbar nomination
 - **ACTION ITEM (NOELLE): SEND OUT GORD'S EMAIL/LETTER TO EXEC MEMBERS**
- 6.2 Disciplinary Committee Report:
 - discussion of disciplinary letter sent to probationary player who has received a yellow card during DST and a red card during TIPC
 - discussion of other disciplinary concerns regarding players and specific teams
- 6.3 *in camera* discussion of incident involved T.J.T.

7. ANNOUNCEMENT OF NEXT MEETING

Monday, July 25, 2011 - 519 Church Street @ 1900

8. ADJOURNMENT

- **motion to adjourn by Noelle (2018)**
- **Kent seconds**