

# Board Meeting Agenda

December 17 2015 - 7:30 pm - Monarch Park Clubhouse - Community Room

Attendance: Matt Denton (electronic), Jim Lim, Cory Lamothe, Erin Pleet, Thomas Meyer, Erin McMahon, Greg Schmidt, Carnaby Taylor, Paddy Ryan

Absent:

Call to Order: 7:42pm Adjourned 9:25pm

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## Non Contentious Motions

Approval of [November 23 2015](#) Board Meeting Minutes. Posted in Drive: [/ Board and Committees / Board of Directors / BoD Meetings / 2015 / Minutes](#)

## Business arising from previous meeting

- Introduction of Alex Bitterman
- Signing of NDA's
- Update on RMI request - discussed in Executive and ED report
- Update on CRA investigation into TUC HST filing - discussed in ED/Finance reports

## Reports

### Executive Report:

- was contacted by new Toronto Rush President, Phil Watanabe, to discuss ongoing relationship
  - ED will be main point of contact for future discussions with executive committee included as needed
- RMI request
  - Executive are in agreement that approving the loan to RMI **would not** be in TUC's best interest.

### Executive Director Report:

- See [ED Report - December 2015](#) emailed on December 11 and Posted in Drive: [/ Executive Director / Reports / Board Meeting Reports / 2015](#)

## Standing Committees

### Finance Committee and Administration

- CRA investigation into TUC HST filing
  - committee member (Andrew Stirling, tax lawyer) has reviewed all documentation
  - has suggested that, in his opinion, TUC would likely have to pay based on CRA's adjustment
  - notes that it is a very good thing that the CRA independent rep has contacted the TUC and suggested what the CRA is requested what we change for our invoicing of the Fields Fund contribution. Agrees that it should be done immediately
  - also suggests that the TUC should get the independent rep's suggestion documented to use as support if this is ever investigated again

### Human Resources Committee

- HR Objective: In partnership with the ED/Board Executive Committee, develop a performance management process for all TUC employees (Annual Objectives/Performance Evaluation, Coaching, Management)
  - Began development of performance assessment and objective setting documents

- HR Objective: Formalize/Develop TUC Employee Policies and Procedures. Create a centralized policy guide to support processes (recruitment, performance mgmt, policies, vacation benefits etc.)
  - Work in progress, to connect with HR team in January.

### **Operations Committee**

- 8 members (3 non-board, 3 regular board, 2 ex officio)
- Objectives for 2015/16:
  1. Prepare convenor manual to be posted on TUC website and distributed to convenors at the beginning of every season. Will solicit feedback from all past and present convenors.
  2. Work with TUC staff to prepare an annual calendar of newsletter and club-to-member communications (like the Layout days but without the neon colours)
  3. Think about "Leveraging Scarcity": draft an informal policy or board direction to staff on what we would do with hyper-popular leagues like Tuesday intermediate or parity.

### **Temporary Committees**

#### **Strategic Planning Committee**

- Committee is comprised of 2 TUC Board members (Thomas and Jim) and 4 TUC members (Don Colangelo, Jane Logan, Scott Harnett, Kevin Hutchinson)
- Established objectives for the year:
  - *Derive near-term (1-2 year realizations) and long-term (2-5 year realizations) strategic plans*
  - *Write sub-set of Strategic Plans for specific groups*
  - Began work to identify Stakeholders, Competition (direct and indirect), Potential market(s)
  - Essential to have a clear picture of the composition of the membership and their wants/needs
  - Need to examine available membership data
  - To avoid our own biases, we will develop a member survey(s) to be informed by member data
  - Discussed strategies to ensure the committee has a fully comprehensive representation of voices
  - Ensure we examine motives/goals of any strategies (e.g., growth for growth's sake)
  - Will look at the previous TUC Strategic plans
  - What are the growth constraints of TUC? Are we at capacity? More specifically are all the leagues full? If not, what space is left? If we fill all the available spots what are the constrictions (i.e., fields)?
  - Will require communication with other committees to harmonize strategies

#### **Governance Committee**

- Meeting held December 3, 2015
- Item 1: TUC Policies
- Documentation for distribution: "TUC Policies"
  - have been in contact with the Sport Law & Strategy Group (SLSG) regarding updating TUC policies
  - have requested a quote from SLSG to build a list of 17 policies, where possible building from existing policy.
- Item 2: Bylaw Amendment

#### **Women's Committee**

- working with Alex (MMS) to beef up women's indoor registration
- working on hosting clinics and reviving the Coach for a Day program

#### **Youth & Junior's Committee**

- nothing new to report
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## **New Business**

**Motion 1: To authorize the Governance committee to engage with the Sport Law & Strategy Group for a review and update and creation of the TUC's policies up to a maximum expense of \$8,000.**

**Moved by:** Erin McMahon

**Seconded by:** Paddy Ryan

*Result of Motion*

In favour: Unanimous

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## **Adjournment**