

KLM Board Meeting March 3rd 2017

Meeting called to order: 5.30pm

Present: Louise Seto, Kirtsy Legge, Ray Goldenchild, Liz Baldry

Apologies: , John Prasad, Gurdeep Sandhu, Stephen Ng

Motion: LS To accept agenda, LB seconded, all voted in favour, motion passed.

1. GM Report:

Assessments- Going well. Jane and Anthony running, with TD there to check all consistent.

Will continue with same assessment process for 2017/2018 season, with changes to take place for the following season.

Techsys registration system – A few hiccups, as you would expect with implementing a new system, but overall working very well. GM has made a few cosmetic changes to web page to make clearer for users. New Registrar, Deb, is settling in very well and very easy to work with. GM would like to add CRC and all other registration associated jobs to her role and change to hourly pay rate. GM to monitor hours worked and output. Talked about changing title to Head Administrator as per other associations.

Storage locker – GM has arranged new locker which is closer to the main entrance and larger in order to be able to organise the uniforms etc more efficiently. U18 won't need new uniforms for 2017/2018 season. **Action:** GM to buy new storage bins for the uniforms

Spring Programs - GM has got spring programs on web site and will be rolling out new programs over the next couple of weeks. Programs will start beginning of April.

Will be calling out for volunteer hours to train older KLM players and mentor this for future coaching roles in club.

U11-U13 girls will have spring program at Henderson, coached by Jane. **NB: Will now be taking place at Memorial**

Preschool programs start April 1st at Sunset CC.

Work load - Need to look at division of labour and how best to fill roles going forward. Needs to be sustainable and KL said to remain cognisant of fact we are Not For Profit, so all roles, even paid ones, will still be expected to put in some volunteer hours.

2. Treasurer Report:

Credit Cards- KL will continue to use personal CC for permits etc. GM will get another prepaid card to pay for equipment etc. **Action** – GM to present alternate CC options at next meeting. **Action** – need to set spending authority limits – discuss at April board meeting.

3. **AGM** – Date set for June 4th 1.30-3.30pm at Kensington CC. **Action:** LS to book room; GM to put date on KLM website; LB to check club notification requirements in constitution

4. **Reimbursement Policy** – 2 week turnaround agreed. **ACTION:** LS to write policy.

5. **Travel policy** – **Action:** LS to write policy

Next meeting will be April 9th 2.30pm at Kensington CC.

Meeting adjourned at 6.30pm