

Executive Committee
Meeting Summary

Tuesday Oct 27, 2020
6:00pm – Zoom Call

Attendance:

- Katherine Brien
- Kim Kennedy
- Peter Crowther
- Chris MacPhee
- Geoff Gatien
- Shawn McNutt

Agenda:

1. Confirmed AGM Date/Time
 - F20 Financials update (latest attached, not final)
 - F21 Budget update
2. President's Update
3. Committee's Update (from Search Committee), also a quick discussion around a new idea:
 - High Performance Director
 - Diversity & Inclusion Director
4. Tasia's Performance Plan/bonus discussion (Performance Review & memo on bonus proposal shared with the Executive Committee)
5. ED Performance Plan discussion

Meeting Summary

1. Confirmed AGM Date/Time
 - Saturday November 28, 2020
 - BOD to meet & complete board nominations from 11 – 12:30am
 - KB to send out AGM/Meeting emails to Kim/Peter for approval on their behalf
 - AGM (board + affiliates) – 1-2:00pm
 - Executive to meet in-person at Sport NS office, all others to be invited via Zoom
 - Spots to be filled on the board include (based on their 3-year member term):
 - South Shore Rep
 - Cape Breton Rep
 - Highlands Rep
 - Club President's Rep
 - a. F20 Financials update

- KB/Geoff & Shawn have had 1 meeting to discuss F20 financials. They are showing roughly a \$60K surplus that is explainable due to lack of events once COVID-19 hit. Some funding was left in there and not spend (ie: Excellence at \$25K + \$8K for Signature Coaching Conference)
 - Staff/board expenses were all savings due to no travel for the summer
 - Happy we kept a conservative budget this year to ensure we have some money in the bank going into F21
- b. F21 Budget update
- First projection of the F21 budget looks like we'll be operating at a \$40,000 deficit due to no Fall Programs running this year
 - Based on where we ended this year, we're in a spot to be able to manage this cost
 - We've cut back to ensure that only essentials are included in the budget and it's based on the assumptions that:
 - 25% decrease in membership and all associated events/tournaments
 - There will be Provincial Championship tournaments & others (U10 Jamboree, Eastlink Classic)
 - Prov Teams will operate to some capacity
 - Re-hire for the operations manager position starting in Jan for an 8-month pro-rated salary
2. President's Update
- Ahead of the 2019 AGM, when Chris MacPhee was asked to join the Executive, it was with the intention that he would be asked to be the President in 2020
 - Chris & Peter Crowther had a conversation about it and Chris is interested in the position when it comes up during the appointment of Executive members at the AGM
3. Committee's Update (from Search Committee),
- Peter Crowther meeting with Matt Hornberger
 - Dave MacRae meeting with Darren Tolliver
 - Dave Napier emailed Angie Gillis, who replied but wasn't able to commit the time – we'd like to keep her on our radar as someone to keep asking as she would be a great asset
 - Need to think about diversity in gender when looking at our possible new board members, any other females that are interested?
 - Board to take this away and look to ask some females to have nominations put in
4. A quick discussion around a new idea:
- High Performance Director
 - Came up in discussions about BNS's NSPPI, a High Performance Committee was added to the PPI and we have not completed it. Thought that a HP Director on the board would be a good happy medium to this

- Diversity & Inclusion Director
 - Both of these are great ideas but need to flush it out more.
Need a job description for these people and what would their roles/responsibilities be
 - Something to look at later in the year and possibly into next year
- 6. Tasia's Performance Plan/bonus discussion (Performance Review & memo on bonus proposal shared with the Executive Committee)
 - *(In camera discussion)*
- 7. ED Performance Plan discussion
 - *(In camera discussion)*
 - ED Performance review booked for Tuesday Nov 3 w/ Kim & Peter
 - ED shared performance review

Meeting Adjourned