

## WSWO Board of Directors Meeting Minutes

<b>Location</b>	Conference Call
<b>Date</b>	1 Nov., 2017
<b>Meeting Called to Order at:</b>	8:20PM
<b>Roll Call</b>	Paul Roberts, Mike Spence, Dave Dubbin , Steph Collins
<b>Guests</b>	
<b>Absent</b>	, Geordie Neulands, Erika Langman Dustin Titus
<b>Minutes Recorded By:</b>	Mike Spence
<b>Review Minutes from Last Meeting</b>	<p>- The minutes from the Board Meetings 4 October 2017</p> <p><b>Motion to accept minutes: Mike Spence</b>  <b>2<sup>nd</sup>: Steph</b>  <b>Carried</b></p> <p><b>Action arising from the minutes: Financial control procedures:</b> The current structure of draft budgets for approval and then following these budgets is not effective.  Motion: Effective in FY 2018 and beyond, any deviation from a major line item of more than 10% shall be submitted to the board for approval.  Motion: <b>Dave</b>  <b>2<sup>nd</sup>: Steph</b> Carried</p>
<b>OASF Grant</b>	<ul style="list-style-type: none"> <li>➤ Grant committee to be formed for future bids was agreed upon during the OASF Grant meeting October 23<sup>rd</sup>.</li> <li>➤ Concerns were raised with multiple contacts with MCTS, Faye Blackwood, by various people creates a risk of mis-information or conflicting information. We reduce this risk of mis-information or conflicting information with a designated spokesperson speaking with one voice from WSWO. This will be done with full transparency to the entire WSWO board.</li> <li>➤ The strategy is to share the responsibility for transactional functions with office administrator and the communication and negotiation functions with the WSWO President for communication with MCTS, Faye Blackwood. <ul style="list-style-type: none"> <li>○ Motion: Steph 2<sup>nd</sup>: Mike</li> </ul> </li> <li>➤ All grant applications shall be reviewed and approved by the WSWO board. Motion: Steph 2<sup>nd</sup>: Mike</li> <li>➤ Share this strategy with the "ad hoc" grants team though the discipline chairs.</li> <li>➤ The reconciliation of the programs reported to the grant money awarded shall be reported by 31 Oct 2017</li> </ul>
<b>Quest for Gold</b>	<ul style="list-style-type: none"> <li>➤ The traditional Q4G update: not released yet. Current status is not known for 2018</li> <li>➤ Action: Mike to check with Scott Cooper</li> </ul>
<b>Year End Preparation</b>	<p>P&amp;L YTD to Sept 30, 2017</p> <ul style="list-style-type: none"> <li>- P&amp;L Detail report for the months July, Aug &amp; Sept 2017</li> <li>- Balance Sheet detail report for the months July, Aug &amp; Sept 2017</li> </ul> <p><b>Year End preparation:</b> This includes all expenses to have been submitted by 31 Oct so they are posted in this financial year. Financial reporting from all disciplines and coaching is required.</p>
<b>TO2015 Legacy Assets</b>	<ul style="list-style-type: none"> <li>➤ WSWC has not fulfilled their duty as required as asset owners of the docks on the waterfront legacy site</li> <li>➤ The docks being left in have created conflict with the Argonaut rowing club</li> </ul>

	<ul style="list-style-type: none"> <li>➤ As a result, the site access has been significantly restricted to a few hours per day during the CNE</li> <li>➤ This restricts the site access and fundamentally negates the legacy site as a venue.</li> <li>➤ Dustin Titus &amp; Russ Dickson are on the WSWC legacy asset committee</li> </ul>
<b>Marketing Plan &amp; Communication Strategy</b>	<ul style="list-style-type: none"> <li>➤ Website hosting is currently not user friendly for updates. Seeking options for the entire site. ECD. 1 Nov., 2017</li> <li>➤ Dustin will tie in with Rob Baxter</li> <li>➤ <b>Action: Dustin to present options at the next board meeting. (Oct 4 action) No progress reported to date</b></li> </ul>
<b>Tournament and Season wrap up: reports due from all disciplines , Coaching and schools</b>	All disciplines/committee's should prepare the end of season results for the boat show edition of WAKES. These are overdue and are due NOW.
<b>2018 AGM</b>	Saturday, Jan 13, 2018 is set for the AGM Note: WSWC congress is Jan 5,6,7 in Toronto
<b>By Laws and electoral policy, committee structure:</b>	Action: The Executive Board review shall be done by October 2017 by in preparation for the 2018 AGM. <ul style="list-style-type: none"> <li>• Mike and Paul to review current by laws and report to the board. Review by 15 Nov.</li> </ul>
<b>Other Business</b>	No new business
<b>Adjournment</b>	<b><i>Motion: to adjourn meeting made By: Mike Seconded by: Steph Motion Carried Meeting adjourned at: 9:25PM</i></b>