

Ottawa Titans Water Polo Association
Board of Directors
Meeting held in On-Deck Classroom at Nepean Sportsplex
1900 to 2100 hrs

Approved Minutes of August 22, 2007

The Board of Directors of the Ottawa Titans Water Polo Association met at 19:00 hrs, in the on deck classroom at the Nepean Sportsplex Facility, the President, Jean-Philippe Caron, presiding.

Directors & Executives present: Hurd Stein, Competitive Director; Nicole Le Saux, Director Special Events; Pierre Tremblay, Past President; Deanna Barry, General Manager; Damian Laflamme, Treasurer; Paul Massel and Alka Steenkamer, Secretary.

Agenda Item #2: Review and adoption of the proposed agenda

On motion of Damian Laflamme, seconded by Pierre Tremblay the proposed agenda was adopted.

Agenda Item #4: Adoption of the Minutes from the meeting of 15 August, 2007

On motion of Hurd Stein, seconded by Pierre Tremblay the minutes were adopted.

Agenda Item #5: Follow-up actions:

Agenda #5-1 Club Registration – The Board agreed to include a fundraising statement in the 2007-08 registration package informing parents of the firm fundraising/sponsorship targets for each competitive team. Also, parents will be required to sign-off on a statement indicating that if their child's competitive team does not raise their targeted fundraising/sponsorship funds by provincial championships, they will be required to pay the difference before their child competes in this event. The Board discussed Club fundraisers (e.g., calendar and fruit); however parents will need to be recruited to run these events. Deanna volunteered to track on a spreadsheet any fundraising that individuals do; this fundraising can be credited back to their competitive teams.

Agenda #5-2 Titans Camp -- 125 athletes were registered for the camp.

Agenda #5-3 Programme Coordinator – Recommendation -- 3 applications were received for the Programme Coordinator positions. Two of the candidates were interviewed in person and one over the phone. To ensure maximum success, the Board was looking for a candidate that had relevant experience and a strong knowledge of Club operations. The review committee recommended that the Board hire Sharon Lapins for the fiscal year 2007-08 in order to get the House League programme up and running in the short timeframe. The Programme Coordinators job description will be amended to allow for mentoring and job shadowing. Deanna will

amend the contract accordingly. (Additional information under Action Items).

Agenda #5-4 Communications Committee – Lyne Jutras will soon call the first meeting of the Communications Committee which will be made up of Club members that have already expressed interest in participating on this Committee. Other interested parties will be solicited at the AGM.

Agenda #5-5 Open House – Organization of the Titans Open House on September 15th is well underway. The AGM, open scrimmages, and Registration will be held during the Open House. No news regarding special presentations. The Board discussed the possibility of holding a barbeque that day. Deanna will inquire about this.

Agenda #5-6 ILWP and HL Communiqué – Notices have been inserted in a number of community papers on the ILWP and HL programs. Deanna is getting 10 to 12 phone calls a day inquiring about the programs. The Board discussed creating stronger linkages to the high school water polo league and asking our athletes as well as Steve Baird and others to act as ambassadors for the Club.

Agenda Item #6: Financial Statue --

The Board discussed the 2007-08 budget (attached). Damian indicated that the audit of last year's financial records is scheduled for October.

Agenda Item #7: Directors Report --

The following Directorships will be up for confirmation at the AGM:
Hurd Stein as Enhanced Training Programme Director
Paul Massel as Core Competitive Programme Director
Marinka Ménard as Adult Programme Director
Nicole Le Saux as Long-term Planning and Club Development Director
Currently, there is no Recreational Director. This position is being managed by committee.

All Directors have been asked to provide CVs to Deanna in advance of the AGM.

Agenda Item #8 Action Items, Priorities & Decisions being sought:

Agenda Item #8-1 Approve Proposed Budget FY 2007-2008 -- On motion of Pierre Tremblay, seconded by Nicole Le Saux the budget was adopted as presented.

Agenda Item #8-2 Approve Club Org Chart -- On motion by Paul Massel, seconded by Alka Steenkamer the Board agreed to the proposed organizational chart and will present it to the membership at the AGM (see attachment).

Agenda Item #8-3 Approve Recommendation for the position of Programme Coordinator
On motion by Nicole Le Saux, seconded by Hurd Stein Sharon Lapins will be hired as

Programme Coordinator and all candidates that put their names forwarded and demonstrated interest will be thanked.

Agenda Item #8-4 Review required amendments to the Association's Constitution to better reflect Modus Operandi -- The Board discussed constitutional changes from a title change to definitional concerns (i.e., definition of member) to changing the fiscal year. Board members were asked to send all proposed changes to the attention of JP Caron and Deanna Barry by Friday, August 24th. Paul Massel committed to discussing with a lawyer the implications of changing the Club's name. The Board agreed to add changing the Constitution to its list of tasks for 2007-08.

Agenda Item #8-5 Annual Report -- JP will pass on the draft annual report and strategy to Deanna Barry. JP will be away two weeks. He has delegated his responsibilities as President to Hurd Stein during this time.

Agenda Item #8-6 AGM 2007 -- Preparations for AGM: Invitation will be sent out, as well as reminders, candidates' CVs collected, minutes from last AGM meeting will be made available, agenda will be finalized, 2006 financial audited statements will be provided along with proposed budget as well as proposed minor changes to the constitution. Pierre will need to be ready with a stand up election committee.

9. Miscellaneous

Next meeting is scheduled for Wednesday, September 12th to address last minute items before the AGM. The meeting will be held at Nicole Le Saux.

Agenda Item #9-1 Coach Pierre Fiset – Follow-up -- Hurd Stein will follow-up with Dave about the scheduling of the coaches seminar on the 'Right way to motivate athletes'.

Agenda Item #9-2 NSP Closure will be from August 25th to September 24th.

Agenda Item #9-3 League sanctioning – If OWP does not sanction the Ottawa Water Polo League – both boys and girls – this could be a problem regarding insurance coverage (this should not be a problem for the girls' league). Titans athletes will not be able to participate in these leagues. Andreas will have to be made aware of this issue. OWP has committed to providing information on sanctioning. Additional follow-up with OWP and others is required.

10. Agenda Adjournment -- The meeting adjourned at 9:00 p.m.