

KMFA Board Meeting Agenda (Apr. 3, 2024)

Date: April 3, 2024. 7:00pm

Location: KMFA Club House, 1021 Ellis Street

Zoom: None offered



Board Member Attendance:

- | | | | |
|---|--|---|---|
| <input checked="" type="checkbox"/> Landon Schoales | <input checked="" type="checkbox"/> Bryan Thiessen | <input type="checkbox"/> Clarke Haynes | <input checked="" type="checkbox"/> Cherisse Church |
| <input checked="" type="checkbox"/> Tyler Jensen | <input checked="" type="checkbox"/> Tyler Gibson | <input checked="" type="checkbox"/> Micha Harding | <input checked="" type="checkbox"/> Sonya Barker |
| <input checked="" type="checkbox"/> Jeff McCaig | <input checked="" type="checkbox"/> Tyler Booth | <input checked="" type="checkbox"/> Kris Courtoreille | |

Member-At-Large Attendance:

Dusty Dostie Mat Thomas

Agenda:

1) Call to order

Chair called meeting to order at 7:07pm.

2) Quorum Confirmation:

Quorum met as 10 Directors present.

3) Approval of the Agenda

Jeff motioned to approve previous meeting minutes. Booth seconded. Motion approved (10-0).

4) Approval of Previous Meeting Minutes (March 6th, 2024)

Link for previous Director Meeting minutes:

<https://docs.google.com/document/d/1mqM53hpzxcgHM13-8rvwtwokqawS8U-heyVVUSTID6NA/edit>

Sonya motioned to approve previous meeting minutes. Booth seconded. Motion approved (10-0).

5) Member-At-Large Presentations

a) Member Presentation (No Presentations)

6) Continued Business:

a) Financials Update

NFL jerseys purchased & covered. NFL Canada website listed prices in Canadian prices. Prices seemed lower than last year.

Mr. Lube sponsorship seems to have gone cold.

Application has been sent for Pepsi sponsorship.

\$108,000+ in general revenue account.

Not sure if monthly financials have been posted.

Landon has assured that he is aware of deadlines and what needs to be done to keep financials & gaming grant in order.

Kris requested that the banking statement be shared by Clarke.

b) Committee Updates (limit to 5 minutes)

i) Flag Committee - Mat Thomas

Mat said things went smoothly & Landon confirmed.

ii) Tackle Committee - Bryan Thiessen

Bryan said he would defer until the Tackle discussion later in the evening.

iii) Coaches & Player Development Committee - Sonya Barker

Sonya has been busy.

25 new coaches, 32 returning coaches for a total of 57 coaches. 50 coaches have signed the code of conduct forms. All but 8 NCCP numbers and 10 criminal record checks are still pending.

Coaches workshop has been re-sent out with many coaches confirming that they will attend the scheduled coaches meeting Friday, April 5th.

End of June is being planned to hold a Tackle Coaches session.

iv) Equipment Committee - Dusty Dostie

Dusty is replacing James as head of equipment committee.

All bags are out.

Very low on soft shell helmets (6 left over). Currently we are 2 weeks out on receiving more helmets.

Sonya motioned to approve the purchase of 60 logoed soft shelled flag helmets (20 Small, 20 Medium, 20 Large). Booth seconded. Motion approved (10-0).

U12 leather footballs are the only footballs not currently received.

v) Marketing Committee (Social Media, Community Engagement & Website) - Micha Harding

Micha has nothing to report.

vi) Referee Committee - Clarke Haynes

Landon spoke about referee clinic on March 25th. Refs learned rules, did simulations, held a quiz. Refs stayed for 2 hours. Well attended, however some refs did not attend.

Commissioner report has a referee's remarks box on it. Landon noted that refs would not be interested in filling out a self-assessment created by Jensen & Clarke. 350 of previous Commissioner reports will be printed per week. Sonya will pick up all Commissioner reports from the M9 Sea Can & she will have them scanned & sent to the Board.

vii) Westside Committee - Mark Paul

Mark Paul was not present to report.

Landon noted that Penticton football is starting & they will run tackle teams.

- viii) Fund Development Committee (Fundraising & Sponsorship) - Kris Courtoreille

Kris noted that KMFA needs a goal to start fundraising towards.

- ix) Policy & Procedures Committee - Sonya Barker

Sonya has nothing to update at the moment but is working towards the coaches.

c) Spring Flag Update

- i) Evaluation Process

Landon noted that the evaluation process went well & comments were generally positive.

Bryan noted that about 15 highschool students showed upland they did an awesome job.

Evaluation athlete attendance was as follows:

U10 - 98 total athletes, 68/98 athletes attended (76%)

U12 - 125 total athletes, 92/125 athletes attended (74%)

U14 - 94 total athletes, 64/94 athletes attended (68%)

U16 - 41 total athletes, 26/41 athletes attended (63%)

- ii) Draft Process

Discussion on how to make this better & how to evenly spread out teams.

- iii) Player Movement Requests

No movement of players has been allowed and the board does not have plans to allow movement.

- iv) Coaches Practice Scheduling

Landon discussed KMFA coaches schedule historically.

Discussion about the recent U12 Browns team being singled out.

Decision made to poll KMFA members about practice dates.

v) Field Set Up & Tear Down

U16 needs to be set up 1st during game days.

Discussion to have 2 Directors to be at fields to set up the fields for play. Jensen will establish a Google Document for Director sign up after week 3. On week 2 every Director to meet 7:30 am April 14th at M9 to learn how to set up the fields.

vi) Equipment Transportation To Westside

No sand end zone cones, bringing pylons instead.

vii) Jersey & Shorts Orders

Everything has arrived.

viii) Equipment Arrival

Just waiting on U12 footballs to arrive and the newly ordered 60 helmets (April 22nd week).

ix) Commissioner Reports

Already discussed see previous notes.

x) Referee Reports

As discussed previously, referee reports are combined on older commissioner reports.

xi) Kids Celebration

No taunting will be allowed and TDs will be called back if during the play. 15 yard penalty on excessive celebration and only 1 point PAT allowed.

d) BCPFA Course Update

i) Changes To Original Plans

Flag coaches meeting on Friday April 5th at 6-9pm at M15.

ii) Attendees (Who Will Be There?)

e) Gaming Grant Call Update

- i) Process
- ii) Changes We Need To Do

Landon noted that we need to make sure that we get financials approved at the AGM as this is detrimental to the gaming grant.

Hoping to submit gaming grant earlier this year than last year.

iii) What We Are Doing Well

We need to continue to build registration numbers as large as we can.

iv) Timelines

May 29th is deadline for Gaming Grant. Hope to have it in earlier.

f) Mothers Day & Fathers Day Events

Micha will follow up.

Mother's Day (May 11th) Attendance - Jensen, Cherisse, Micha, Sonya (possibly Bryan)

Father's Day (June 15th) Attendance - Sonya, Kris & Tyler (Maybe)

g) BC Societies Update

Does it matter to have a lawyer? Suggestion was to have it done by a lawyer however it is pretty easy to do.

Discussion to create a transition document going forward to the next KMFA board.

h) Monthly KMFA Newsletter

Keep it simple. Middle of the month after the Board meeting. Jensen will take the lead when time permits. Nothing specific in it, however would be nice to offer KMFA updates, dates, events, pictures, etc..

i) KMFA Coaching

- i) Call Out

Will need to do again.

ii) Coaches Appreciation Ideas

Discussion on how to appreciate coaches. Agreement to provide Thank You cards to coaches at the end of a season and that these will be signed by board members.

iii) Coach Discipline

Hope to not have discipline. Discipline needs to be documented. Discussion to have a verbal warning first warning, written second warning & 1 game suspension & dismissal of coaching duties on third warning.

iv) Reimbursement of Coaches Fees & Board Members

Decision to deal with this item 1st thing at the next board meeting.

j) Fundraising

i) Opportunities

ii) Goals

iii) Partnership Vetting & Agreements:

https://docs.google.com/document/d/1ouT_yArS_Y9OO0f_TGWbV-eistyBnDod/edit

Kris discussed earlier.

7) New Business:

a) Improved Board Communication

i) Current Situation & Possible Improvements

Discussion to improve communication. Going forward when a Motion is provided & a Second is offered, Board will wait 24 hours to schedule a short phone call to vote.

b) Team Photos (Martyne)

Martyne charges \$13 for her photos. Discussion to use April as photographer instead and ask her for a quote.

c) Tackle Season

i) Registration Process

Bryan wants to open it up sooner rather than later

ii) Teams

iii) # Of Players

Bryan projects 168 kids total.

U10 Flackle - Open registration

U10 Tackle - Need 15 kids to run a 6 man team (2015 to 2016 kids only)

U12 Tackle - Looking for 75 a team (aiming for 20 a team)

U14 Tackle - Looking for 75 a team

Bryan motioned that U10 is tackle excluding 7 year olds and younger. Micha seconded. Motion carried (10-0).

Landon motioned that 9 year olds play tackle, but 8 year olds can choose flackle or tackle. 7 year olds must play flackle. Jeff seconded. Motion carried (10-0).

Jeff motioned to increase Tackle fees to \$350 and Flackle \$290. Sonya seconded. Motion carried (9-1).

Discussion to have a Helmet purchase phone call.

iv) Draft & Evaluation process

v) Coaches

vi) Dates

vii) Fields For Practices

viii) Equipment Ordering

ix) Coaches & Board Member Reimbursement Framework

8) Other Business

9) Next Meeting Date: [*May 1, 2024 @ KMFA Club House @ 7pm*](#)

10) Adjournment Chair adjourned meeting at 10:28pm