

March 23, 2011 – KMFA Executive Meeting

BOD in attendance:

Chris Smith, President
Chuck Liebrock, Vice President
Deidre Patommel, Treasurer Kendall Gross sitting in
Tanya Cochrane, Registrar
Sandy Knoll, Secretary

Meeting brought to order approximately 7:30pm - Held at CNC

Chris Smith noted that Kendall Gross would be sitting in on meeting as he is standing to replace Deidre Patommel as Treasurer when she steps down due to moving away from Kelowna. This will be addressed at the next Board Meeting in April.

Purpose of the meeting was to assign prospective directors to specific roles on the board. The prospective directors were discussed to see if each would be a good fit for the role they are to take on.

Chris Smith communicated that he knew certain people were interested in taking on certain positions.

- Arden Knoll – interested in Director of High School Liaison. Overall consensus was that he would be a good fit as he is coaching at the High School level.
- Trevor Ryder- interested in Director of Coaches. Trevor has experience on the board and would do a good job. Trevor was Director of IT last year and it was hoped that he would want to take on that role as well.
- Jeff Koltun *- has withdrawn his name as a potential director
- Brent Durec- would like to continue in the position of Director of Equipment, but he expressed that he would like an assistant to help him. Board agreed he did an excellent job last year.
- Lucas Suppin- would like to assist Brent with the equipment and was discussed that it is a big job to look after so a “Deputy” was a good idea.
- Kip Kyle- expressed interest in Director of Scheduling and it was a position he had held in the past and did a fine job. He had also been director of flag in the past. It was brought up that he could also take on the job of commissioner. Tanya suggested we offer Kip both positions and Deidre suggested we could always advertise the position as available on the website.

- Chris Smith offered to take on Commissioner if no one had any objections. All were in agreement. Chris would like someone to mentor the role for next year. The Commissioner reports to Gerry McCoy with the S.I.F.C. from Vernon.
- Bob Chamberlain-requested to be a Director at Large and help where needed. Deidre made a point that it would be better to be assigned a specific role rather than be in limbo with no direct job to look after. Bob already has the connections and contacts with the city so Director of Fields would be a good fit. Chris suggested that having someone assist Bob as a succession plan would be a good idea.
- Gerry Dirksen-was the Director of Flag football and did an excellent job. He is however not interested in sitting on the board this year but would still like to help with flag.
- Tanya Cochrane- Has stepped up and would like to be Director of Flag. She has already been in discussions with Gerry to get the season organized. Registration is already up on the website for spring flag. Tanya has also posted it on the KMFA Facebook page started by Rawle James last year.

Chuck Liebrock noted that KMFA needs to have a face in the community and that “no kid should be left behind” because they could not afford to play. Chris pointed out that there are two programs on KMFA website already “jump Start” and “Kids Sport” that parents can apply to get assistance.

- Tonia Demmers- was Director of First Aide last year. Tanya Cochrane pointed out that Tonia was a huge help during flag provincials last year.
- Mike Chamberlain- was director of Bylaws and Constitution last year. Mike did a great job and went through 5 years of minutes to help make changes to the Bylaws and Constitution to improve KMFA and make it more transparent. Chris Smith thought that this position was now redundant as the majority of the past issues had been resolved therefore this position was not likely not needed.
- Rawle James-was Director of Communications last year but stepped down due to busy schedule. Tanya pointed out that it is important to have someone speak on behalf of KMFA and be a public relations person. Lorne White of The Daily Courier and Warren Henderson with the Capital News have been very good about reporting highlights of KMFA.
- Chuck Liebrock-has stepped forward and offered to be Director of Communications. Chris is to provide some contact names. Tanya suggested posting information on Castanet.

All job descriptions of the Directors can be found on the website on a power point presentation done by Chris. Directors should familiarize themselves with what their position entails.

At this time Chris reviewed all the positions as follows:

Director of Coaching-Trevor Ryder
Director of Flag- Tanya Cochrane
Director of Fields-Bob Chamberlain
Assistant Director of Fields-open
Director of Equipment-Brent Durec
Assistant Director of Equipment-Lucas Suppin
Director of First Aide- Tonia Demmers
Director of IT-Trevor Ryder
(will have to post position on website if Trevor turns down)
Director of Communications-Chuck Liebrock
Director of Scheduling- Kip Kyle
Director of High School Liaison-Arden Knoll
Commissioner-Chris Smith

Chris made a motion to accept appointed Directors.

All were in Favour.

Spring Tackle Football:

Chris opened floor for discussion on whether KMFA should proceed with Spring Tackle. Kendall related that it was a great primer to the season and thought it went over well and was very positive. Chris added that it was a good jump start to the season and was a great place to introduce new players to football and to develop basic skills.

Kendall suggested that the schedule should take into consideration that it will overlap soccer season and flag season. Chris noted that last year tackle games were scheduled on Saturdays while Flag games occurred on Sundays.

A question was raised as to who is going to organize Spring League. Chris looked after scheduling last year and was fairly easy as there were only three teams. There is enough interest to open Spring Tackle up to other divisions. Chris said he thought that there are enough coaches for JB level and will have to see if they can find coaches for the other divisions. Vernon is also interested in joining the Spring league.

This brought up a discussion of Criminal Record Checks. All coaches and board members are required to complete Criminal Record Checks. Chris has a stack of about 60 eligible coaches. Some record checks are taking 4-6 months to process if they get flagged while others are only 2 weeks.

Bob Chamberlain has already booked the fields for Spring Tackle. Chris has booked the West Kelowna fields.

Season will begin April 15th and run for 6 weeks followed by 2 weeks of playoffs for a total of 8 weeks.

The cost of Spring tackle was discussed and decided should remain at \$150.00. Tanya will add Spring tackle registration on the website.

The cost of Flag football to remain the same at \$150.00 to register. Flag Football registration is open on the website.

Fall tackle registration cost to be discussed and possibly lowered to under \$300.00

Spring tackle will try for 4 teams per division: 1 Kelowna team, 1 Westside team
1 Mission team, 1 Vernon team

Bantam football may run this year as there has been some interest.

Equipment:

It was noted that the tackle equipment still needs to be cleaned before Spring tackle season. Chris is going to contact the company that looks after this.

Pro-Am: It was brought to light that a new way of tracking equipment lent out to kids for the pro-am needs to be put in place. Chuck suggested that KMFA charge a rental fee for the equipment. If the equipment is returned in good condition a portion of the rental fee will be reimbursed. Deidre noted that there are lots of receipts in the equipment room and a 2 piece rental form could be used.

The returned equipment would then need to be cleaned again. Kids who have registered for Fall Tackle season would be allowed to keep the equipment until the end of Fall Tackle season. A post dated cheque would be acceptable.

Signing Authority

Presently there are only two signing authorities for KMFA being Chris and Deidre. Laurie's name has already been removed. It was suggested that a third person be added as there are always two signatures required and sometimes people are not available.

As Deidre will be leaving Kendall Gross is to be added as signing authority and Sandy Knoll will be added as a third authority. Chris will do up a Resolution for the next meeting.

Gaming Grant

Deidre has already started the application for the gaming grant that is due by the end of May. She and Kendall will work together on getting the grant completed. It was noted that KMFA has 331 members, 12 board members and only 34 members were in attendance at the AGM. This may affect our gaming grant. Chuck suggested the members need to be made aware of the importance of attending the AGM.

Community Awards

Tanya informed us of some awards that are available in our community for Coaches and Players. She submitted Gerry Dirksen's name to Sport Kelowna and Kip Kyle's name was submitted to the city for Civic awards. It was suggested that these awards be made public by posting on the website.

Tanya attended a Sport BC seminar last April and was very impressed and thought the event was well worth attending with lots of great information and guest speakers with a minimal \$50.00 fee. She thought this seminar would be very beneficial for coaches.

Chris made motion to adjourn meeting. Meeting adjourned approx. 9:15pm.

Some final items noted:

1. Inventory of equipment needs to take place before Spring Tackle season and Pro-Am. This could be done on a spreadsheet. There is an old laptop in the equipment room that could be used.
2. There is a significant amount of paperwork with personal information that needs to be destroyed. It was suggested that KMFA hires a "Shred It" company.