



**Peterborough Ultimate League  
Board of Directors Meeting  
September 25, 2017  
Kightley House - 711 Bethune  
MINUTES**

Present: Jocelyn Blazey, Kerri Kightley, George Kovacs, Andrea Maxie, Brad Sawdon, Andrew Smith, Jocelyne Stone, Steph Wood

1. Welcome @ 7 pm
2. Decide on next two board meeting dates.
  - a. Oct 18 and Nov 29 confirmed.
  - b. **JS** to post to website
  - c. **BS** to create calendar invites
3. Wednesday Options
  - a. Gabe to review the survey summary with **GK** and **JS** support
  - b. **JS** to send survey results to Gabe
  - c. Deadline of November 29 to vote in board meeting
4. Discussion on Incident Reporting
  - a. Membership committee to meet on Safe Conduct Policy re: OC Involvement and IR Structure (**GK**)
5. Date for captain's meeting
  - a. November 1 - 6:00 arrival, 6:30 dinner, 7:00-9:00 meeting



- b. **JS** to reserve location, put on website and ask LCs to send direct e-mail to captains
6. Strat Plan
  - a. 2017-09-25 PPT reviewed
  - b. **KK** to review and edit the PUL Task List
  - c. PUL Organizational Structure to be revised:
    - i. Remove bookkeeper, JC, and GC
    - ii. Split apart TDs and LCs
    - iii. OC to connect by dotted line to all
  - d. Apply a “wheel of life” to give weight to PUL core values (**KK**).
7. Policy Tracking Spreadsheet
  - a. Can the policies be live-linked?
  - b. Add to future agenda items (**BS**)
8. Website
  - a. Budgetary decision needed on website development, **AS** to look into budget space to cover website
  - b. Board to complete some of the initial legwork to reduce costs, such as mapping and additions/removals
  - c. **JS** to develop a document with what the board wants on the website
  - d. Potential to request other quotes, aside from Ryan Lowe



- e. **BS** to inquire with John Desbiens on satisfaction with Ryan developing Cambium website.
  - f. Ask Ryan for a summary on process for development and ongoing maintenance, and request timelines (**JS**)
  - g. **JS** to consider Ultimate Central for web design
9. Ultimate Canada Conference
- a. Two spots available
  - b. Potentially invite: Dave French, Christie Nash, Ryan Lowe, Holly Mac, Liz Maxwell, Sam, Gabe, Theresa, Grim, Burns
  - c. Decided to offer to LCs first, then open it up to others
10. Next meeting, Oct 18. Agenda to be sent out on Oct 15
11. Adjournment: 9:00 pm

## Actions Checklist

### Board

- Invite LCs to Ultimate Canada Conference
- PUL Organizational Structure diagram to be revised as per notes above
- Update Policy Tracking Spreadsheet (future)

### Jocelyne Stone

- Post upcoming board meetings to website
- Send the Wednesday survey results to Gabe
- Reserve captain's meeting location, put on website, and ask LCs to send direct e-mail to captains
- Develop a document with what the board wants on the website
- Ask Ryan for a summary on the process for development and ongoing maintenance of website, and request timelines



- Consider Ultimate Central for web design

### **Andrew Smith**

- Find space in the budget for the website redevelopment

### **Brad Sawdon**

- Send calendar invites to board for upcoming meetings
- Inquire with John Desbiens on satisfaction with Ryan Lowe developing Cambium website
- Add Policy Tracking Spreadsheet to future Agenda Items

### **George Kovacs**

- Support Gabe in reviewing the Wednesday options survey
- w/ JS - to schedule Membership Committee meeting on Safe Conduct Policy re: OC Involvement and IR Structure

### **Kerri Kightley**

- Review and edit the PUL Task List
- Apply a “wheel of life” to give weight to PUL core values