



## IPSC Ontario Meeting Minutes

Meeting Type: Regular BoD Meeting  
 Meeting Date: January 7, 2014  
 Planned Start Time: 7:00 PM  
 Planned End Time: 10:00 PM  
 Meeting Location: 107 Nugget Ct. Brampton, ON  
 Chairperson: Simar Sahni  
 Minute Recorder: Michael Galin  
 Total Number of Items: 19  
 Called to Order Time: 8:01 PM  
 Adjourned Time: 11:12 PM

### Members

Michael Galin	Pat Harrison	Shane Melless	Simar Sahni	Alex Szakacs
Present	Present	Present	Present	Present

### Guests

None

### Next Scheduled Meeting

Meeting Type: Provincials Meeting  
 Date: January 20, 2014  
 Time: TBD  
 Location: TBD

### Agenda

1. Previous meeting's minutes
2. Positions, roles, and responsibilities for the new Board
3. Provincial Championship
4. AGM
5. Club Reps' Meeting
6. New Business\*
7. Old Business

\*Although "New Business" is traditionally conducted after "Old Business", for this first meeting the new Board wanted to handle agenda items 2-5 and New Business before Old Business.

### Item #1

Type: Approval or Correction of Minutes				
Details, or Motion: Motion to accept the minutes from the previous Board meeting as read.				
Action Item(s): None				
Owner(s): N/A				
Due Date: N/A				
Vote: <b>Required</b>		Type: <b>Majority</b>		Outcome: <b>Passed</b>
Michael Galin	Pat Harrison	Shane Melless	Simar Sahni	Alex Szakacs
Yes	Yes	Yes	Yes	Yes

Item #2				
Type:	New Business			
Details, or Motion:	Identification of Portfolios for Board roles and responsibilities.  5 distinct portfolios were identified at this time. These are in addition to roles and responsibilities defined in the constitution and attributable to specific Board positions.  The 5 Portfolios are: - Communications (including member communications, website, and social media) - Match Support (including club support, oversight, Level 3 promotion, and compliance) - Governance (including policies, procedures, documentation, and constitutional issues) - Black Badge Program* (including mentoring) - NROI*			
Action Item(s):	None  Owner(s): N/A Due Date: N/A			
Vote:	<b>Required</b>	Type:	<b>Majority</b>	Outcome: <b>Passed</b>
Michael Galin	Pat Harrison	Shane Melless	Simar Sahni	Alex Szakacs
<b>Yes</b>	<b>Yes</b>	<b>Yes</b>	<b>Yes</b>	<b>Yes</b>

Item #3				
Type:	New Business			
Details, or Motion:	Nominations and selection for the position of IPSC Ontario President, and Section Coordinator. Michael Galin was elected.			
Action Item(s):	None  Owner(s): N/A Due Date: N/A			
Vote:	<b>Required</b>	Type:	<b>Majority</b>	Outcome: <b>Passed</b>
Michael Galin	Pat Harrison	Shane Melless	Simar Sahni	Alex Szakacs
<b>Yes</b>	<b>Yes</b>	<b>Yes</b>	<b>Yes</b>	<b>Yes</b>

Item #4				
Type:	New Business			
Details, or Motion:	Nominations and selection for the position of IPSC Ontario Vice President. Simar Sahni was elected.			
Action Item(s):	None  Owner(s): N/A Due Date: N/A			
Vote:	<b>Required</b>	Type:	<b>Majority</b>	Outcome: <b>Passed</b>
Michael Galin	Pat Harrison	Shane Melless	Simar Sahni	Alex Szakacs
<b>Yes</b>	<b>Yes</b>	<b>Yes</b>	<b>Yes</b>	<b>Yes</b>

Item #5				
Type:	New Business			
Details, or Motion:	Nominations and selection for the position of IPSC Ontario Secretary/Treasurer. Shane Melless was elected.			
Action Item(s):	None  Owner(s): N/A Due Date: N/A			
Vote:	<b>Required</b>	Type:	<b>Majority</b>	Outcome: <b>Passed</b>
Michael Galin	Pat Harrison	Shane Melless	Simar Sahni	Alex Szakacs
<b>Yes</b>	<b>Yes</b>	<b>Yes</b>	<b>Yes</b>	<b>Yes</b>

Item #6				
Type:	New Business			
Details, or Motion:	Pat Harrison was nominated for the position of Director At Large, with responsibility for the "Match Support" Portfolio.			
Action Item(s):	None			
	Owner(s): N/A		Due Date: N/A	
Vote:	<b>Required</b>	Type:	<b>Majority</b>	Outcome: <b>Passed</b>
Michael Galin	Pat Harrison	Shane Melless	Simar Sahni	Alex Szakacs
<b>Yes</b>	<b>Yes</b>	<b>Yes</b>	<b>Yes</b>	<b>Yes</b>

Item #7				
Type:	New Business			
Details, or Motion:	Alex Szakacs was nominated for the position of Director At Large, with responsibility for the "Communication" Portfolio.			
Action Item(s):	None			
	Owner(s): N/A		Due Date: N/A	
Vote:	<b>Required</b>	Type:	<b>Majority</b>	Outcome: <b>Passed</b>
Michael Galin	Pat Harrison	Shane Melless	Simar Sahni	Alex Szakacs
<b>Yes</b>	<b>Yes</b>	<b>Yes</b>	<b>Yes</b>	<b>Yes</b>

Item #8				
Type:	New Business			
Details, or Motion:	Plans need to be made for the 2014 Provincial Championships.			
Action Item(s):	<p>Section Coordinator will send an e-mail to the Club Reps asking which clubs are interested in hosting the match. Clubs will be asked to respond by January 18th.</p> <p>A Special Meeting of the Board will be scheduled for January 20th to focus on the Provincials (roles, responsibilities, committees, members, deadlines, etc.).</p> <p>The NROI Ontario Coordinator will be contacted by the Section Coordinator and officially engaged as part of the Provincials Match Committee.</p> <p>The Provincials Match Committee composition will be determined after the January 20th meeting.</p>			
	Owner(s): As above.		Due Date: Various, ending on January 20, 2014.	
Vote:	<b>Required</b>	Type:	<b>Majority</b>	Outcome: <b>Passed</b>
Michael Galin	Pat Harrison	Shane Melless	Simar Sahni	Alex Szakacs
<b>Yes</b>	<b>Yes</b>	<b>Yes</b>	<b>Yes</b>	<b>Yes</b>

Item #9				
Type: New Business		Details, or Motion: Plans need to be made for the 2014 AGM and Club Reps' Meetings.		
		The new Board expects to introduce constitutional amendments for member consideration at the AGM this year. Expected issues requiring amendments include implications of the new Not-For-Profit Act, and the Board's desire to expand the number of Board members.		
		Because of the requirements for member notification regarding proposed constitutional amendments, and the time required to complete the amendments themselves, the Board has decided that the Club Reps' meeting will be held in the Spring and the AGM will be held in later in the year.		
		Details will be further discussed in the next regular Board meeting.		
Action Item(s): None.		Owner(s): N/A Due Date: N/A		
Vote:	<b>Required</b>	Type:	<b>Majority</b>	Outcome: <b>Passed</b>
Michael Galin	Pat Harrison	Shane Melless	Simar Sahni	Alex Szakacs
<b>Yes</b>	<b>Yes</b>	<b>Yes</b>	<b>Yes</b>	<b>Yes</b>

Item #10				
Type: New Business		Details, or Motion: 2 concerns from the Web Team were discussed.		
		1. The Web Team wanted to know who should be handling communications to members. It was decided that the Board will handle communications with members, and clubs. This will now be managed by Alex Szakacs, who is responsible for the Communications Portfolio. The Web Team will not directly communicate issues to members or clubs.		
		2. One member of the Web Team needs to be reimbursed for expenses incurred related to IPSC Ontario's DNS account. Simar Sahni will get the amount from the Web Team member and arrange the reimbursement.		
Action Item(s): As above.		Owner(s): As above. Due Date: For review and decision at the next regular Board meeting.		
Vote:	<b>Required</b>	Type:	<b>Majority</b>	Outcome: <b>Passed</b>
Michael Galin	Pat Harrison	Shane Melless	Simar Sahni	Alex Szakacs
<b>Yes</b>	<b>Yes</b>	<b>Yes</b>	<b>Yes</b>	<b>Yes</b>

Item #11				
Type: New Business		Details, or Motion: The need for an accounting/financial review was discussed.		
Action Item(s):		The Board will collect all financial records, determine if an external review is required, and make a decision about the most appropriate course of action.		
		Owner(s): Shane Melless and Simar Sahni Due Date: For review and decision at the next regular Board meeting.		
Vote:	<b>Required</b>	Type:	<b>Majority</b>	Outcome: <b>Passed</b>
Michael Galin	Pat Harrison	Shane Melless	Simar Sahni	Alex Szakacs
<b>Yes</b>	<b>Yes</b>	<b>Yes</b>	<b>Yes</b>	<b>Yes</b>

Item #12				
Type:	New Business			
Details, or Motion:	The old Board needs to transfer signing authority to new Board members.			
Action Item(s):	Shane Melless will contact the outgoing Section Coordinator and arrange for the required people to meet at the bank for the transfer. Shane Melless and Simar Sahni will work together to update the corporate records.			
	Owner(s): Shane Melless and Simar Sahni			
	Due Date: As soon as mutually convenient, before the next regular Board meeting.			
Vote:	<b>Required</b>	Type:	<b>Majority</b>	Outcome: <b>Passed</b>
Michael Galin	Pat Harrison	Shane Melless	Simar Sahni	Alex Szakacs
<b>Yes</b>	<b>Yes</b>	<b>Yes</b>	<b>Yes</b>	<b>Yes</b>

Item #13				
Type:	New Business			
Details, or Motion:	IPSC Ontario needs a PO Box for all member mailings.			
Action Item(s):	The Board will rent a suitable PO Box, which will be managed by the Secretary/Treasurer.			
	Owner(s): Shane Melless			
	Due Date: ASAP, before the next regular Board meeting.			
Vote:	<b>Required</b>	Type:	<b>Majority</b>	Outcome: <b>Passed</b>
Michael Galin	Pat Harrison	Shane Melless	Simar Sahni	Alex Szakacs
<b>Yes</b>	<b>Yes</b>	<b>Yes</b>	<b>Yes</b>	<b>Yes</b>

Item #14				
Type:	New Business			
Details, or Motion:	Review the need for retained legal counsel.			
Action Item(s):	Shane will follow up with the outgoing Section Coordinator to determine if IPSC Ontario has any legal counsel on retainer.			
	Owner(s): Shane Melless			
	Due Date: Before the next regular Board meeting.			
Vote:	<b>Required</b>	Type:	<b>Majority</b>	Outcome: <b>Passed</b>
Michael Galin	Pat Harrison	Shane Melless	Simar Sahni	Alex Szakacs
<b>Yes</b>	<b>Yes</b>	<b>Yes</b>	<b>Yes</b>	<b>Yes</b>

Item #15				
Type:	New Business			
Details, or Motion:	Review the need for a new accountant.			
Action Item(s):	Shane Melless and Simar Sahni will assess the requirement and make a recommendation to the Board.			
	Owner(s): Shane Melless and Simar Sahni			
	Due Date: Before the next regular Board meeting.			
Vote:	<b>Required</b>	Type:	<b>Majority</b>	Outcome: <b>Passed</b>
Michael Galin	Pat Harrison	Shane Melless	Simar Sahni	Alex Szakacs
<b>Yes</b>	<b>Yes</b>	<b>Yes</b>	<b>Yes</b>	<b>Yes</b>

Item #16				
Type:	New Business			
Details, or Motion:	The new Board will meet for a regular Board meeting on the 2nd Wednesday of each month.			
Action Item(s):	Times and locations will be determined.			
	Owner(s): All Board members.			
	Due Date: January 7, 2014			
Vote:	<b>Required</b>	Type:	<b>Majority</b>	Outcome: <b>Passed</b>
Michael Galin	Pat Harrison	Shane Melless	Simar Sahni	Alex Szakacs
<b>Yes</b>	<b>Yes</b>	<b>Yes</b>	<b>Yes</b>	<b>Yes</b>

Item #17				
Type:	New Business			
Details, or Motion:	IPSC Ontario has been offered booth space at the 2014 Sportsman Show.			
Action Item(s):	Pat Harrison will once again coordinate the IPSC Ontario booth. Alex Szakacs will put together a video to be shown on a monitor in the booth. Member renewals will be accepted at the show. The Board approved a \$1000 budget for the show.			
	Owner(s): Pat Harrison Due Date: February 6, 2014 (Show start)			
Vote:	<b>Required</b>	Type:	<b>Majority</b>	Outcome: <b>Passed</b>
Michael Galin	Pat Harrison	Shane Melless	Simar Sahni	Alex Szakacs
<b>Yes</b>	<b>Yes</b>	<b>Yes</b>	<b>Yes</b>	<b>Yes</b>

Item #18	
Type:	Old Business
Details, or Motion:	The Board wants to become aware in a timely manner of the death of any members. The intent is to remove their names from items such as match registration lists with sensitivity and respect.
Action Item(s):	A new memorial sub-category has been created in the General Discussion area of the Forum. Other options are being investigated.
	Owner(s): This item had belonged to Simar Sahni under the old Board, but now transfers to Alex. Due Date: To be reviewed at the next regular Board meeting.
Vote:	<b>Not Required</b>

Item #19	
Type:	Old Business
Details, or Motion:	Review the on-line conduct of a member.
Action Item(s):	Simar was working to reduce the member's influence on the website and forum, and to develop guidelines for moderators and administrators. Alex will now discuss options with the member.
	Owner(s): This item had belonged to Simar Sahni under the old Board, but now transfers to Alex. Due Date: To be reviewed at the next regular Board meeting.
Vote:	<b>Not Required</b>