

Niagara Falls Lightning Gymnastics Club Board of Directors

September 10, 2024, 6:30 - 8:30 p.m.

Minutes

Present: C. Pitul (President), T. Charles, K. Unruh, L. Schmidt, L. DiBacco, P. Westlake, C. Dupont, M. Dupont, A. Sliter, S. Rocco, J. Hammond, B. Abucay

The meeting was called to order at 6:30 p.m.

1. Board Member Roles & Governance

- Members were provided a copy of the roles and responsibilities of Board of Directors (BOD) positions.
- Discussed the minimum time commitment required: one 2-hour meeting per month, with additional duties completed independently.
- Uncertainty remains around the status of BOD liability insurance
 - *Action Item: Chelsea to confirm whether liability insurance is in place and begin the application process if it is not, prior to the AGM.*
- Attendees volunteered for BOD roles of interest; motion passed confirming the positions as proposed. Board positions will be formally affirmed at the AGM on September 21, 2024.
 - *Action Item: Lynn to compile the AGM package and distribute to competitive membership.*

2. Constitution and By-Laws

- The Constitution and By-Laws are being amended and must be completed before the AGM.
- Compliance with the Ontario Not-For-Profit Corporations Act (ONCA) is a top priority.

3. Organizational Chart

- A draft organizational chart was shared, outlining both current and future state.
- Currently, Head Coaches report to the Board, with Recreational and Competitive Coaches reporting to the Head Coaches. Admin and cleaners report directly to the Board.

4. Financial Update

Motion

Approve wage increases in response to the minimum wage increase.

Moved by: T. Charles

Seconded by: M. Dupont

Carried

- Follow-up needed on hiring an Accountant to perform a financial review in support of grant readiness.
- The previous Board approved using fundraising funds to cover this cost.
- Operations continue to rely on the fundraising funds, an issue ongoing since the COVID pandemic.

5. Operations and Miscellaneous Items

- Foam Pit: in-ground pit is not financially feasible. Alternatives include inflatable or above-ground pit options.
 - *Action Item: Krista to send inflatable pit info to Chelsea.*
- Lightning by the Falls will not be hosted this season. Reasons include the lack of a Meet Director and the short timeline for required training and participation in the bid process. Intention is to bid for the 2025–2026 season.
- Agreement that this year presents a valuable opportunity to focus on internal improvements.

6. Organizational Development

- Discussed gaps in policies, procedures, and strategic planning.
 - *Action Item: Sandro to begin reviewing ideas for a strategic plan.*
- All members agreed this will be a key focus for the 2024–2025 season.

7. Gymnastics Ontario Investigation

- The Board discussed the ongoing Gymnastics Ontario (G.O.) investigation, following Head Coach Andrei's announcement to competitive families during the August 19 information meeting.
- The Board may be required to respond depending on the outcome and recommendations from G.O.

8. Staffing

- Employment contract templates needed.
- Discussed challenges in coach recruitment; NFLGC currently has fewer recreational and competitive coaches than other regional clubs.
- Increasing coaching staff is essential to growing both streams and ensuring financial sustainability.
- Brainstormed recruitment strategies: social media outreach, school engagement, or hiring a recruitment firm.
- There is a recognized need for a Recreational Program Coordinator, when financially feasible.

The meeting was adjourned at 8:27 p.m.