

WHAT: EXECUTIVE MEETING

WHEN: MONDAY APRIL 08, 2019

TIME: 7:00 PM

WHERE: KNIGHT & DAY KING GEORGE HWY

AGENDA

1. Executive Reports
2. Minutes of Last meeting
3. Update on Spring Football
4. Update on by-law rewrite
5. Web site development
6. Dir. Of Education – appointed position
7. Membership –Arbiter & Insurance

Executive In Attendance:

President –Corey Doherty
Vice President – Les Caldwell
Treasurer - Keith Cawthra
Secretary – Skip Mountain
Member at Large – Conston Parchment
Guest – Allocator – Avril Cawthra

MEETING CALLED TO ORDER – 7:10 PM

EXECUTIVE REPORTS

Vice President – Les Caldwell

We have had two meetings with the VMFL group regarding the Atom flag rules. Our comments and suggestions were well received. The draft rules will be presented to the VMFL Presidents committee for approval. We should know by the end of May. The big debate will be what equipment the kids will wear.

Past President – Jeff Huot

No report.

Treasurer – Keith Cawthra

Please find attached the finances to date.

We have been paid for the Star Bowl and we have paid all the officials.

VCFL has and Executive Meeting coming up. I will attend and find out what is happening with the games sheets for spring football.

Member at Large – Conston Parchment

I'm still working on the patch designs for the service awards.

President – Corey Doherty

What I would like to see happen with the Director of Education [we will adopt the name change from Director of Referee Development] position:

- The appointee will develop a education committee
- We will have at least one member evaluation for 2019

Corey I know it doesn't seem like much but it is 100% better than the last 2 years.

If we can accomplish more that will be great and a benefit to all members.

Les Caldwell – I would like to propose a motion that we pay one game fee to the person who is going to do the evaluations.

Jeff Huot – seconded the motion.

Discussion

We need criteria for the evaluator the person must be credible.

Keith Cawthra – we can use the forms the Carey developed. Skip could you send a copy of the form to the Executive members?

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Skip will send a copy out to the members.

Keith Cawthra – I'm not sure about a game fee maybe we can cover their expenses – gas.

Conston Parchment – Paying for the gas will be about equivalent to a game fee the way gas prices are going. I think it should be a set fee.

Les Caldwell – What the fee is doesn't really matter it will be a benefit to the membership.

How many games will the evaluator attend?

Avril Cawthra – Maybe it should be a minimum of 2 games.

Corey Doherty – Where will the money come from to pay the evaluator?

Les Caldwell – We have a positive balance in the bank so we can handle it.

Who will we evaluate?

Keith Cawthra – We can start with new members. Then we can evaluate members as required.

That means if we have complaints from other officials or coaches or community Presidents we can send an evaluator out to a game to evaluate the members in question.

Jeff Huot – We can estimate the cost we know what we are getting into.

Discussion re fee –

A general consensus is for a \$40.00 fee.

The motion as stated was passed. We will have a fee to be determined for an evaluator for the fall 2019 season. This will be finalized at our next meeting.

Corey Doherty – To carry on with the 2019 goals for the Director of Education:

We will hold a minimum of 5 Educational clinics in 2019. The first will be for Spring Football Playoffs.

Approval of the Minutes of the last meeting February 22, 2019

Keith Cawthra – I motion the Minutes from the last meeting be approved.

Jeff Huot – I second the motion.

Minutes approved.

Update on Spring Football

Keith Cawthra – the VCFL is going fine no concerns at the moment.

We have a few concerns regarding allocation of games. We could use more members.

Avril Cawthra – Members are not - Blocking Off Dates that they are Not available.

We have a few who signed on and now they can't work this spring. Or they haven't - Signed in to Arbiter – example Tyrus Hawkins.

Discussion –

On using our younger members for Bantam and Midget games

They need to have more experience. Some of our new guys only worked 5-6 games all season.

Maybe we could fit in 1 per game.

Corey Doherty – Avril are we able to assign enough officials for the spring games?

Avril Cawthra – five per game is not a problem getting six is pre game is tough. But we are working on it.

By-Law Rewrite

I'm waiting on replies from Greg Gueb and Skip Mountain for their approval of the final draft.

We will have a New By-Law package to send out to the members by May 15.

Jeff Huot – We can't do anything until the AGM.

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Keith Cawthra – Yes I realize that but we can send it out to the members so they can look it over and have and comments taken care of before the AGM them at the AGM it will be a short discussion and we can vote on it.

Skip Mountain – We will send a hard copy out to each member. So there will be no excuses from members that I did not get the email.

Jeff Huot – will have to make sure we have the correct mailing addresses.

Skip Mountain – I will send a note to the members to check the membership list and make sure we have the correct information.

Web-Site Update [see attached]

Skip passed out some information regarding the web site development.

Jeff Huot – We have to get this approved by the membership.

We will; have to hold a special Meeting.

Les Caldwell – Let's tie it into a clinic.

Everyone agreed that would be a great idea.

Corey Doherty – It could be tied in with the Spring Football Playoff clinic.

Keith Cawthra – We should hold it on a Saturday at Bear Creek that way we should get a decent turnout.

Corey Doherty – We have to give the members 30 days' notice of a Special Meeting.

I will arrange the hall at Bear Creek and then we can send out notice to the members.

Director of Education

Corey Doherty – Joseph is still interested in the position.

General comments – How will he be any different than last year?

Corey Doherty – I spoke to Joseph and he will have more time in the fall.

Jeff Huot & Keith Cawthra – Let him put together a Plan for Education for the 2019 season and bring it to us so we can add or subtract information then we can make a decision.

Corey Doherty – will contact Joseph.

Membership & Insurance for 2019

Are we paying for members who are not participating?

We have a few members who have not relied regarding working for the 2019 season yet we have them on Arbiter.

Keith Cawthra – I will pay Arbiter for 65 members that should give us wiggle room to make it through the 2019 season.

Insurance – We are only paying for members that we know are working.

Jeff Huot – We can purchase insurance at any time.

Les Caldwell – Are we covered by insurance for the Spring Football season?

Keith Cawthra – Yes, we pay in June and the policy is valid for one year.

Les Caldwell – I motion to adjourn the meeting.

Jeff Huot - I second the motion

Meeting Adjourned.

LMFRA Website 2019 - Development Summary

WordPress Installation and Initial Setup

- A. WordPress platform will allow the association to make changes to its website at any time
- B. Allows for future expansion, if necessary.
- C. Initial setup includes installation of WordPress platform, configuration of database, and addition of extra security measures to prevent unauthorized access to administration area.

Website Visual Design and Styling

- A. Configuration of website layout. (Header, navigation menu, etc.)
- B. Visual design, including neutral, professional colour scheme and fonts.

Member Sign-In Functionality

- A. Setup of sign-in functionality to allow some areas of the website to only be visible to LMFRA members

Home Section

- A. Home/Welcome Page
- B. Member Sign-in

Membership Section

- A. How to become a member
- B. Membership List ([Viewable only by LMFRA members](#))
- C. Registration Form

LMFRA Section

- A. What is LMFRA
- B. Where we work
- C. Football Seasons - Spring - Fall

Events Calendar

- A. Training Clinics
- B. Tournaments and Bowl Games

Reports Section

- A. Executive Minutes ([Viewable only by LMFRA members](#))
- B. AGM Minutes ([Viewable only by LMFRA members](#))

Photo Gallery

Training Section

- A. Videos