

LMFRA Minutes MEETING – January 09, 2020

WHAT: EXECUTIVE MEETING
WHEN: THURSDAY JANUARY 09, 2020
TIME: 7:00 PM
WHERE: KNIGHT& DAY KING GEORGE BLVD

AGENDA

1. Minutes of Last meeting
2. Executive Reports
3. Review all executive positions from NEW by-laws 2020
4. Appointing Dir. of Education for 2020
5. Appointing Allocator for 2020
6. Police Information Check
7. Appointing another Mem @ Large
8. Atom Flag Rules
9. Web Site
 - a. Progress to date
 - b. Setting up email addresses for executive
 - c. Web Master?

NEW BUSINESS

10. Possible allocation system - HorizonWebRef
11. Recognition Program
12. Mentors Program
13. Stipend for Secretary
14. Finance report for 2019
15. BC Society Annual Report

Executive In Attendance:

President – Les Caldwell
Treasurer - Keith Cawthra
Secretary – Skip Mountain
Member at Large – Greg Geub
Allocator – Avril Cawthra

Regrets - Vice President – Farrel Taphorn
Guest – Mark Fontana

MEETING CALLED TO ORDER – 7:10 PM

1. MINUTES OF THE LAST MEETING – Nov 14 2019

Les – has everyone received the Nov 14 2018 minutes that were emailed to all executive members?

All members – yes

Are there any errors, omissions or corrections?

All members – none

Les minutes of the meeting Nov 14 2019 ae approved'

2ND – Skip

2. EXECUTIVE REPORTS

President – Les Caldwell

BCCFA – Conference call LMFRA will submit a Report by Feb 12 2020, meeting Mar 07 2020, Justice Dept. New Westminster.

BCCFA & VMFL will combine information for the 2020 Handbook.

VMFL – in general discussion the organization is leaning towards an increase in the FLAG football program at all levels.

9 Man - commissioner requested a break down [details] for UR penalties. The list has been submitted and will be in the VMFL 2020 Handbook.

VMFL AGM will be held Feb 22 2020 at the North Delta Rec Centre start time 10:00 AM.

Keith will be attending.

Work Safe BC - Jeff Huot [LMFR][and Nigel [BCFOA] are working on the project. Les will pass on the information received from Work Safe BC.

Secretary – Skip Mountain

No report

Member at Large – Greg Geub

No report

Treasurer – Keith Cawthra

**[see attached financial report –
page 7 – 2019 year end
page 8 – Bank statement for Jan 2020
Page 9 – proposed budget for 2020]**

VCFL AGM – TBA

Mission AGM – Feb 04 2020 I will attend.

I will attend the VMFL AGM and make a presentation RE: communication with the coaches

Keith – announced that Spring Tackle Football will commence April 02 2020 and it will be an 8 week season with finals on June 26 2020.

3. REVIEW EXECUTIVE POSITION DESCRIPTIONS FROM HEW BY-LAWS

Skip passed out a copy of each Executive Position Description for review.

In the review it was NOTED that two changes have to be made to the By-Laws

VICE PRESIDENT

6. The vice President shall be the Chairman of the Annual General meeting committee.

4. APPOINTING DIRECTOR OF EDUCATION

Discussion – it was agreed that we will put out a notice to all LMFRA members to see if there is anyone that would be interested in the position.

Skip will send out a Notice and Job description requesting reply by Feb 1 2020.

5. APPOINTING ALLOCATOR FOR VMFL & VCFL

Les – I propose a motion to appoint Avril Cawthra to the Position of Allocator for 2020 season.

2nd Greg

All in favour raise your hands all members agreed.

Motion passed.- Avril Cawthra will be the Allocator for the 2020 season.

6. POLICE INFORMATION CHECK [PIC]

Prior to this meeting Skip sent an email to all Executive members outlining what would be required to offer our members access to on-line PIC registration. The purpose of the online query was to reduce the cost and concerns of obtaining the required PIC.

All members agreed that the procedure seemed too onerous for the organization and it may or may not reduce the cost per member.

Keith will investigate and report back.

All members MUST HAVE a PIC on file by March 01 of 2020.

All NEW Members MUST HAVE a PIC on file by August 01 of 2020.

7. APPOINT AN ADDITIONAL MEMBER AT LARGE

Keith I propose a motion that the LMFRA Executive committee appoint an additional Member at Large that member being Mark Fontana.

2nd – Skip

Les – All in favour

All members agreed

Approved – Mark Fontana is the NEW Member at Large.

8. ATOM FLAG RULES

Les – all suggested changes have been submitted to the VMFL secretary to be presented at the VMFL Atom rule committee on February 8 2020/

The Atom rules committee will meet on February 08 2020 at 7:00 Pm in the Sun God Arena in Delta. Les, Greg and Mark will attend.

9. WEB SITE UPDATE

Skip asked the executive members if they are aware that they will have to set up and NEW email address in order to receive and obtain emails from the NEW Web Site Contact Us page.

The email addresses are named by executive member position,

Here are the credentials for the email accounts listed:

Username: vpresident@lmfra.ca

Password: FieldGoal\$#@

Username: secretary@lmfra.ca

Password: Quarterback\$#@

Username: treasurer@lmfra.ca

Password: Safety\$#@

Username: mematlarge@lmfra.ca

Password: Kickoff\$#@

As with before, the email server info is:

Incoming Server: mail.lmfra.ca Port 993

Outgoing Server: mail.lmfra.ca Port 465

Skip mentioned that in order to receive emails sent to the web site to the above addresses each member will have to create the above address on their home computer.

You can Google the Procedures or hire a GEEK.

Skip also mentioned that he would like to contact other referee associations and ask them if we can post a link to their web sites on our site.

Skip will check this out.

NEW BUSINESS

10. HORIZONWEBREF NEW PROPOSED ALOCATION SYSTEM.

Skip I stumbled onto this site and I have signed up for a 30 day trial that end Jan 23 2020.

The response from the 8 TEST users have been mostly positive Avril will continue to TEST.

Avril agreed that the NEW system looks promising and the TEXT message feature will be a bonus.

And the phone app allows the members to do everything they could do on their home PC.

Corey I propose a motion to move forward with the NEW system immediately and have a training clinic for the members on the NEW allocation system before April 1 2020.

2nd – Skip

We will continue to TEST the system.

Keith said he could not sign on to the system.

Skip will send a message out to the TEST group and arrange a meeting for a training clinic.

11. RECOGNITION PROGRAM

Corey – we have been talking about doing something for over 8 years and we have not progressed. I think we should put more emphasis on recognizing our member we must remember that pat on the back to a long ways.

We need to find ways to highlight some of our outstanding members and maybe some of our not so outstanding members. I suggest a trophy or certificate being presented to a member who accomplishes something would be a good idea.

Les – What is a Recognition Program?

Corey – All we have now is the Rookie of the Year, that's great but we need to acknowledge more than one member each year. We lack any kind of recognition and we should make this a priority in 2020.

Les – What would we recognize?

Corey –We could recognize many things such as

1. The member who accepted the most games
2. The members who received playoff assignments
3. An honourable mention to a member that makes a suggestion to the executive committee or the membership as a whole.
4. A member who submitted a game review.

These are just a few ideas

I'm sure we can come up with more.

Keith – I agree with Corey we have had this in the agenda for years and we have not followed through.

Les – Perhaps we could have pin for years of service.

Skip – CFOA has a service pin program – 5, 10, 15, 20, 25 years. We have to apply for the pins.

Keith – Corey we will get together and come up with some ideas and we will involve the members at large.

12. MENTOR PROGRAM

Greg will contact Conston [former Member at Large] and get information on what has happened to date. Greg mentioned that Conston expressed an interest to stay involved in some capacity.

Les – Game assignments for mentors we must keep the allocator involved.

13. STIPEND FOR THE SECRETARY

I propose a motion to give the secretary of LMFRA an annual stipend of \$250.00 to cover all the materials used to create and print all reports and minutes for the organization executive meeting and the AGM.

2nd – Keith

All in favour all members agreed

Motion passed.

Keith – asked that the secretary keep track of the expenses used for materials throughout the year and present an invoice to the treasurer.

14. BC SOCIETY ACT ANNUAL REPORT SUBMISSION

Skip submitted our annual report as requested by the BC Society Act. This is an annual requirement.

The fee is \$40.00, Invoice given to Keith Treasurer.

Corey – suggested that we extend an invitation to some of the members of BCCFA for our next executive meeting. Corey will send the contact information to Les.

Suggested invitees: Values Belgrave, Keith ryan and Frank Naso

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Les will send out the invitations.

Meeting Adjourned: 8:50 PM

Motion to adjourn – Les

2nd – Keith

NEXT MEETING FEBRUARY 13 2020

FINAL 2019 FINANCIAL STATEMENT

INCOME

STARTING BALANCE		\$5,971.05
SPRING LEAGUE	\$14,845.00	
VMFL	\$41,765.00	
VCFL	\$16,800.00	
STARBOWL	\$660.00	
BCCFA	\$1,812.50	
ABC BORDER BOWL	\$720.00	
TOURNAMENTS	\$3,375.00	
	\$79,977.50	\$79,977.50
INCOME TOTAL FOR 2019		\$85,948.55

EXPENSES

SPRING GAME FEES	\$13,339.00	
FALL GAME FEES	\$56,733.29	
STARBOWL	\$660.00	
ARBITER	\$1,419.54	
ALLOCATOR	\$2,391.05	
INSURANCE	\$531.00	
EDUCATION	\$119.63	
EQUIPMENT	\$1,061.09	
AGM	\$1,400.00	
WEB PAGE	\$714.00	
MEETINGS	\$1,061.02	
BANK FEE	\$65.85	
SECRETARY	\$188.82	
MISC.	\$526.39	
O/S CHECKS	\$1,017.30	
	\$81,227.98	
TOTAL EXPENSES FOR 2019		-\$81,227.98

YEAR ENDING 2019 BALANCE		\$4,720.57
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2020 BUDGET

EXPENSES

INSURANCE	\$600.00
ARBITER	\$900.00
MEETINGS	\$900.00
EDUCATION	\$250.00
BANK FEES	\$100.00
RULE BOOKS	\$1,000.00
AGM	\$1,300.00
WEB	\$425.00
MISC	\$500.00
TOTAL	\$5,975.00

INCOME

ARBITER	\$700.00
MEMBERSHIP	\$2,500.00
FINES	\$250.00
TOURNAMENTS	\$3,000.00
	\$6,450.00