



INTERNATIONAL QUIDDITCH ASSOCIATION

IQA Board of Trustees Meeting Minutes

Saturday, 29 July 2017

19:20 UTC - 21:02 UTC

Minutes: Rebecca Alley

Attendance

Voting members

- Nicholas Oughtibridge (Trustee, Chair)
- Luke Nickholds (Trustee, Vice Chair)
- Andy Marmer (Trustee)
- Nicole Hammer (Trustee)

Observers

- Rebecca Alley (Executive Director)
- Brian Gallaway (IQA Congress President)

Apologies

- Alex Benepe (Trustee)
- Marco Ziegeus (IQA Secretary)

Agenda

Attendance	1
Voting members	1
Observers	1
Apologies	1
Confirm Agenda	2
Review conflicts of interest	2
Minutes of the last meeting	2
Savage proposal	2
Tournaments	2
ED Report	3
Board-Operations relationship	3
Constitution Committee Update	3
Open opportunities, risks, and issues	3
Open action items	3
Any other business	4

Confirm Agenda

Review conflicts of interest

Minutes of the last meeting

- 2017-07-16
 - Accepted

Tournaments

- World Cup - soliciting intent to bid now, Trustees will also ask around.
- European Games - still waiting on report from tournament committee.
- Operations to select bids after intent to bid, inform Trustees.
- Bidding for 2019-2020 will open this fall.

ED Report

- New team members
- Sorting out how the team will work - regular meetings
- Requesting strategic plan.
- **Action item: Trustees to start work on strategic plan**
- **Action item: Nicholas to work on document outlining responsibilities of Congress/members vs Trustees**

Board-Operations relationship

- Temporary discretionary spending limit to Rebecca & Vanessa: spending under \$200 with aggregate under \$1000 (all CAD) between now and approval of a budget
- Quarterly departmental reports (for monthly Board meetings)
 - Narrative report including activities, opportunities, risks, issues for publication to global community
 - Report submitted at least 5 days in advance of meeting
 - Reports to begin in Q4 (Oct 1)
 - Reports from all departments & continental committees
 - **Action item: Rebecca to introduce department heads via email**
- Email decisions making
 - If any decisions must be made between meetings, urgently, papers will be submitted -email will be used only to approve a paper or decide it will be discussed at next meeting.
- Meetings to be every 4th Saturday, 19:00 UTC
 - All papers and agenda to be submitted no later than the end of day Sunday preceding the meeting
 - Rebecca to submit operations reports in middle weeks (every 2 weeks between meetings)

Constitution Committee Update

- Meeting next Friday (discussing who can be a member)

Open opportunities, risks, and issues

- Opportunity in future for preferential deals from merchandise suppliers/revenue

Open action items

- D&O Insurance:
 - Alex has reached out to people at USQ - Andy has no other updates
 - Likely will come following incorporation
- Canadian not-for-profit organisation:
 - No change from last meeting
- Membership Fees:
 - No change from last meeting

Any other business

- Next meeting: 12th of August (longer meeting on Strategic Plan)