



International
Quidditch
Association

IQA Board of Trustees meeting minutes

Friday, 5. February 2022

Started at 22:00 UTC

Minutes: Rahel Liviero

Attendance

Voting members

- Alberto Coronado (Trustee)
- Borja Arbosa (Trustee, Treasurer)
- Chris Lau (Trustee)
- Kym Couch (Trustee)
- Pauline Raes (Trustee, Secretary) (Events & Membership Services Director)
- Rahel Liviero (Trustee, Chair)

Executives

- Aaron Carroll (Human Resources & Operations Director)
- Jamie Turbet (Communications & Technology Director)
- *Pauline Raes (Trustee, Secretary) (Events & Membership Services Director)*
- Dec Ramsey (Deputy Communications & Technology Director)

Apologies

- Betsy Lewin-Leigh (Trustee, Secretary)
- Toni Zimpel (Trustee, Vice-Chair)
- Italia Valera (Trustee)

Agenda

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Confirm Agenda

Name Change / Legal Representation

Rahel talks about a conversation with Andy and the lawyer he recommended.

Quote from Andy: ... she is an exceptional lawyer at one of the leading entertainment and media firms in the world. Her speciality is trademarks and brand management, which I think is likely what you're looking for.

Borja: No questions, everything sounds good.

Dec: Thank you Rahel and Pauline. Main reason to bring up this is to stay on and I want to help out with this transition.

Rahel: a big group may not be as productive as a committee to work on this process.

Kym wants to make a motion

“Motion to create a Name Change Committee”

Moved: Kym

Seconded: Alberto

For: 5

Against:

0

Abstention: 0

Next steps:

- Try to set up a smaller committee
- Have a call with Andy and the lawyer he recommended next week
- Ask questions that we have open

Rahel will take lead on who will be in the committee and set up the call with Andy and the lawyer he recommended.

Update to NGBs:

In contact with a lawyer, we have set up a committee to work on this, a meeting with legal representation next week.

Report for the AGM

Please write a report before AGM and send it to Pauline so that she can copy it in. Reports have to be given by the Chair, Treasurer and the directors.

Representatives of NGBs

Find replacement where possible.

Future of Chief of Staff Position

Pauline: This is a topic that should have been reviewed some months ago. We should discuss if it should be a board position or hire an external person. Rahel did a good job on this. I would like to ask her if she would be the Chief of Staff after her board position ends. Focus on this one position, do work that needs to be done.

Kym: I agree on this

Alberto: Rahel should lead the ship. Confidence and experience to do it. Excellent job done

Pauline: Rahel can set up boundaries and lead. I know she is looking into other positions but I also think she would be frustrated with other positions if she is not in a leadership position.

Rahel: I would do it but need time off.

Kym: It is not an odd situation, perfectly sensible.

Pauline: I don't see an issue with you taking some time off. Directors will still be able to work on this and the board as well.

Chris: No problem with Rahel taking a break after term as trustee ends.

Borja: Appreciate work. Should be Rahel's decision and a good option for the operational side.

Optics of being the board Chair transitioning to Chief of staff

Kym: It is not problematic at all, already done transition quite well, but if you want an announcement we can do it.

Pauline: Role has been open before and no-one was hired for the position. But if you feel comfortable we can see how we announcement it

Kym: no negative way to see that.

Handover / Exit Interviews of leaving Trustees

Remaining board needs to set up a date with the leaving trustees for an exit interview. Passwords will have to be changed. Leaving Trustees will have to write a report as to what is open/status on their work etc.

Future Board Positions

4 out of 9 People will leave the IQA. All positions apart from treasurer will open up.

Rahel: leave that open task for remaining people to think about. At least one board member needed to help out with the filing of the taxes.

Kym: I can help out this week or next week but the closer it gets to March 1 the less availability.

Kym and Chris would be available. Rahel will reach out to set up a date.

Expectation for the AGM

Who will be present: Alberto, Borja, Chris, Kym, Pauline, Rahel

Please write reports if you have to announce anything and send it to Pauline. If you want to help Pauline, reach out to her.

Alberto is working on the 501c3 documents.

Vote on Financial Report before the meeting. Pauline please prepare minutes before AGM.

Name Change Committee

According to the rebranding contingency plan: NGB, Trustee, Director.

Pauline: ask generally who would be interested in the volunteers. Have an interim group for now.

Rahel: currently interested: Dec, Chris, Alberto, Pauline, Rahel. Talk with Andy and the lawyer he recommended to set up a meeting

Chris: I would really like to be present for this.

Other Business

Have a look at the Annual Report as soon as it is time for the trustees to report. Rahel will send out a reminder.

Next meeting

February 19th at 12.00 UTC pre-AGM meeting