



International **Quidditch** Association

IQA Board of Trustees Meeting Minutes

Sunday, 13 December 2020

Time: 18:00 UTC - 19:00 UTC

Minutes: Pauline Raes & Betsy Lewin-Leigh

Attendance

Voting members

- Alex Benepe (Trustee)
- Alberto Coronado (Trustee)
- Betsy Lewin-Leigh (Trustee, Secretary) (Joined 18:15)
- Borja Arbosa (Trustee, Treasurer)
- Kym Couch (Trustee)
- Pauline Raes (Trustee, Secretary) (Left 18:45)
- Rahel Liviero (Trustee, Chair)
- Austin Wallace (Trustee, Vice-Chair) (Joined 18:45)

Apologies

- David Jonsson (Trustee)

Agenda

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Confirm Agenda

Committee Updates

External Outreach and Partnerships Committee

No update

Finance Committee

Invoices

Rahel asks a question regarding invoices and wording on them. Need some final details sorted to send them out.

Borja points out a couple of concerns and explains decisions in the formatting of the invoices.

Closing of bank account

“Motion to close the Canadian bank account with the Royal Bank of Canada linked to the IQA by Austin Wallace.”

Moved: Rahel

Seconded: Alex

For: 7

Against: 0

Abstention: 0

Harassment Complaints Committee

Continuing with investigations

NGB Concerns Committee

No update

Non-Profit Status Committee

5 things to review and approve, have been emailed to the board, language cannot be changed or edited in order to fit with the 501C3 status.

Approve Amendment to articles of incorporation + filing of amendment (amendment is pages 3-4) - This costs \$203.00 (\$194.00 amendment fee plus \$9.00 for a 1 additional page of the certificate), Alex will work with Kym to sort this payment.

Motion to approve the changes to our articles of incorporation and filing of amendment

Moved: Alex

Seconded: Albert

For: 7

Against: 0

Abstention: 0

Approve the same amendments for the IQA constitution, and vote to approve sending the new constitution to congress (see attached with tracked changes in red).

Motion to approved the same amendments for the IQA constitution and vote to approve sending the new constitution to congress

Moved: Alex

Seconded: Betsy

For: 7

Against: 0

Abstention: 0

Approve and adopt a conflict of interest policy and conflict of interest statement that all board members must sign.

Mostly applies when money is being transferred from the IQA to an organisation however it is also safe for us to assume that the same occurs when an organisation is transferring us money, for example NGB leaders etc.

Motion to approve and adopt the new conflict of interest policy and adopt the conflict of interest statement that all board members must sign

Moved: Alex

Seconded: Pauline

For: 7

Against: 0

Abstention: 0

Chair of the board has to follow up with the board members to make sure all board members submit a signed copy of the conflict of interest statement.

Approve new grant agreement that all grant recipients must fill out and sign in order to receive a grant.

Motion to approve the new grant agreement that all grant recipients must fill out and sign in order to receive any grant from the IQA

Moved: Alex

Seconded: Pauline

For: 7

Against: 0

Abstention: 0

Next steps:

- Alex will work with Kym on filing the articles of incorporation with Delaware.
- Get congress approval of the document before we can file the 501c3 and approval from Delaware on the articles of incorporation
- Add the financial section, Alex will work with the finance committee

Operations Committee

Events Department

- Final steps being completed for venue selection for continental games
- BIPOC committee working towards deadline for World Cup and Richmond decision

Gameplay Department

No update

Human Resources Department

- Annual review is currently being finalised with a few small steps left to complete
- NGB harassment policies are also being approved, a lot still to approve which need to be submitted by NGBs

IT Department

Alexis is continuing working on internationalising the management hub and are currently on the translation stage and working with Joke on this, currently also working with Aldo on the community announcement

Marketing & Communications Department

No update

Membership Department

- Membership report has been closed and data collection stage is ended, currently sorting through data to check up on NGBs who have not submitted data and looking at updates of less teams than last season
- Peru has received their shipping from the development fund and their first month of the six month observation has started
- Resources team is working on the ref certification coupon programme, should be completed today with wednesday roll out and IQA ref consultant role out is beginning

- Youth quidditch is looking at which NGBs have operations pre-covid and now they can develop post-covid

Senior Leadership Committee

Proposal is in final steps before sharing with general staff, the board wish to see the document before it goes to general staff

Strategic Planning Committee

No update

Trustee Election Committee

Job role has been slightly updated, next step is to post job description and social media posts and to reach out to NGBs for volunteers to assist with the interviews

Other Business

Next meeting: January 3, 2021 at 17.30 UTC