



International **Quidditch** Association

IQA Board of Trustees Meeting Minutes

Sunday, 21 March 2021

17:00 UTC - 19:00 UTC

Minutes: Pauline Raes & Betsy Lewin-Leigh

Attendance

Voting members

- Alberto Coronado (Trustee)
- Betsy Lewin-Leigh (Trustee, Secretary)
- Borja Arbosa (Trustee, Treasurer)
- Pauline Raes (Trustee, Secretary)
- Rahel Liviero (Trustee, Chair)
- Toni Zimpel (Trustee, Vice-Chair)

Apologies

- Kym Couch (Trustee)

Agenda

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Confirm Agenda

Review conflicts of interest

Borja - Spanish NGB president, La Casa del Quidditch media and podcast

Toni - QuidQuatsch (podcast)

Confirmation of Previous Minutes

Have been sent to the board via email

“To approve the minutes of 2021-03-07.”

Moved: Rahel

Seconded: Pauline

For: 6

Against: 0

Abstention: 0

Committee Updates

External Outreach and Partnerships Committee

Alberto - *Betsy* - *Pauline* - *Toni*

No update

Finance Committee

Borja - Alberto - Kym - Rahel

Some NGB payments still outstanding, Borja will look into this

Harassment Complaints Committee

Kym - **Betsy**

No update

NGB Concerns Committee

Pauline - Betsy - Toni

No update

Non-Profit Status Committee

Alberto - Kym

Need a more formalised meeting, need the ball rolling on the application deadline approaching.

Operations Committee

Betsy - Rahel

- *Events Department*

No update

- *Gameplay Department*

No update

- *Human Resources Department*

Aaron has been helping with the restructuring work (role profiles, announcements, application form)

- *IT Department*

Alexis has publicly launched the Forem platform.

- *Marketing & Communications Department*

Aldo has been helping with announcements for restructuring.

- *Membership Department*

The Federación Deportiva Peruana de Quidditch has applied for full membership status. The review of their development and recommendation by the membership department is in the process. FDPQ has submitted a plan of action for their disbursement of the dev fund. Resource building on concussion awareness and implementing youth quidditch programs. Albert has shared the updated version of the membership report '19-'20 in slack but notes that some NGBs submitted information late. The operations committee has approved this later submitted information to still be added but to let these NGBs know to meet the deadline next year.

Senior Leadership Committee

Betsy - Rahel

Betsy sent the feedback form to the volunteers. Betsy gives the board an overview of the feedback received from the volunteers.

Betsy suggests the 4-director structure because it shows we do listen to the feedback of our volunteers.

The role descriptions, application form and announcements have been prepared and are ready to be released. There won't be a need for a cover letter and resume as these are usually only used to select who will be interviewed, we should interview everyone.

Next steps: Release the form internally first to give them the opportunity to apply first, showing them how important they are to us, this will be a couple of days prior to public release. Director role profiles will be released, applications for this position will be open for 2 weeks after which director interviews will take place for 2 weeks. Betsy asks Toni to sit in on the interviews as he has no previous experience with our current directors. All other positions will remain open until directors have been hired. The idea is to hire all directors prior to the IQA AGM.

Alberto and Pauline inform the board they will be abstaining from this vote due to a conflict of interest with their current department director roles but they support the restructuring.

“To approve the operational restructuring into a 4-department structure as presented by the senior leadership committee lead.”

Moved: Betsy

Seconded: Toni

For: 4

Against: 0

Abstention: 2

Strategic Planning Committee

Rahel - Pauline - Toni

First meeting since the new board is today and the survey is almost ready to be sent out.

Trustee Election Committee

Kym - Rahel

The committee is continuing with their project.

Membership Fees and status

Some NGBs out of various membership level statuses have reached out about problems with payment. Rahel presents the problems for each of the membership levels.

Pauline asks if a payment plan would be possible and Alberto asks if they've been asked about a half-price petition. Alberto says asking demotion should be a last-resort option. This is a difficult situation due to conversion rates and unstable political climates right now.

Betsy asks if the Dev fund can be used. Alberto says not being comfortable with the IQA using grant funds to pay an NGB to pay us back. More comfortable with the IQA using the fund for the NGB to use for fundraising. Betsy mentions that aside of covid, fundraisers may not be the best for NGBs with political unrest. If the dev fund, we should consider making a membership fees grant fund so that it is separate from the development fund.

Toni agrees with Betsy that it is easy to tell NGBs to go fundraise and it may be leaving them alone if we tell them to do so without support but agree on the use of the dev fund for its intended purposes.

Rahel proposed to waive the two year waiting period for applying to the development fund to help our NGBs.

Pauline agrees with not using the development fund but is interested in exploring a grant for membership fees but would like to see a breakdown from finance of this feasibility as we do not have an income to fund this.

Alberto suggests a disaster relief fund to help with this sort of thing and does suggest we could maybe shift some of the development fund into this disaster relief fund to help with NGBs experiencing covid issues or political unrest.

Rest of the discussion tabled to enable people to think about these issues. Discussion around if this should be before or after the new directors are brought on. Rahel suggest a round table discussion with members and Betsy suggests we ask NGBs about this at the AGM and ask for sign ups for the AGM at the round table. Toni suggests coming up with some ideas regarding this ahead of the round table discussion

IQA AGM Preparation

AGM meeting time

Pauline suggested 13.00 UTC on the 17th of April instead of 20.00 UTC on the 17th of April. Board approves.

Rahel to inform NGBs and include info regarding timing.

Other Business

Next meeting

Usual pattern would mean the next meeting would fall on Easter Sunday.

April 11 - 17.00, April 17 - 12.00, May 2 - 17.00

Pauline to create calendar invites