



# International **Quidditch** Association

## **IQA Board of Trustees meeting minutes**

**Sunday, 11 April 2021**

**17:00 UTC - 18:20 UTC**

**Minutes: Pauline Raes & Toni Zimpel**

### 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)
- Kym Couch (Trustee) (Joined 17:10)

## Agenda

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<b>Review conflicts of interest</b>	<b>2</b>
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### Confirm Agenda

### Review conflicts of interest

### Confirmation of Previous Minutes

“To approve the minutes from March the 21s, 2021t”

Moved: Rahel

Seconded: Alberto

For: 6

Against: 0

Abstention: 0

### Review of to do's

Still open: Alberto to sign the Conflict of Interest Statement. Needs to be done asap.

In progress: Rahel and Toni have prepared the email about insurance quotes, Borja has made a mini financial report, Alberto has made a membership categories responsibilities overview.

### Committee Updates

#### **External Outreach and Partnerships Committee**

**Alberto** - Betsy - Pauline - Toni

No update

### **Finance Committee**

**Borja** - Alberto - Kym - Rahel

65% of full member fees have been collected.

100% of associate, developing fees have been collected.

The emerging area fees are mostly outstanding, 25% have paid.

Pauline asks to prioritise following up with the full members since they are the ones with voting rights at the AGM / special meeting.

### **Harassment Complaints Committee**

**Kym** - Betsy

Currently no open cases to investigate.

### **NGB Concerns Committee**

**Pauline** - Betsy - Toni

No update

### **Non-Profit Status Committee**

**Alberto** - Kym

Delaware still needs to approve our submissions of the articles of incorporation. Once approved, we need to submit the final document by the end of April. We've been instructed to submit documents online.

We should have a response within the week.

### **Operations Committee**

**Betsy** - Rahel

#### *Events Department*

- Completed and submitted the department handover document.
- Coordinating translations of the BIPOC committee presentation with the communications department.

#### *Gameplay Department*

- Presentation for officials training 3 is in final editing.
- Content for officials training 4 has been prepared - about to go to presentation stage
- Handover document done and sent
- Referee recertification test fails spreadsheet has been updated

#### *Human Resources Department*

- Submitted department handover

### *IT Department*

- Updating bugs on the membership hub
- Submitted department handover

### *Marketing & Communications Department*

- Good help with the recruitment drive for the restructure and recruitment update
- Submitted department handover

### *Membership Department*

- Handover document completed and submitted
- Membership Rights and Responsibilities Guide completed
- IQA Membership Report 19'-20' completed
- Peru applied for full membership

## **Senior Leadership Committee**

### ***Betsy - Rahel***

Pauline is asked to leave the meeting. Update and decisions done internally and not minuted.  
(17:40-17:50)

## **Strategic Planning Committee**

### ***Rahel - Pauline - Toni***

Finishing up the survey. This will be sent out after the special meeting next week. If board members have people they want to see added to the list of recipients of the survey, please contact Rahel with their contact emails.

## **Trustee Election Committee**

### ***Kym - Rahel***

Internal update given.

## **Membership Fees**

Rahel asks all trustees to add suggestions on how to move forward with the membership fees to a brainstorm document so these suggestions can be presented to the NGBs at the special assembly meeting next week, with a roundtable discussion.

Pauline is concerned about giving suggestions to the NGBs regarding possible solutions for membership fees without these having been thoroughly looked into and considered. Some offered solutions may turn out to be non-options from the financial point of view. NGBs are passionate about this subject and it could spark unproductive discussions and derail the special assembly at a time where we do not know how we actually want to solve this with them.

Betsy echoes this concern. Alberto agrees and adds that it is important to give NGBs the option to talk to the IQA about this but that office hours may be a better platform than a round-table discussion at the assembly meeting.

Pauline suggests to let NGBs know that this will be looked into once the operational restructuring has been done or mostly done, and to strongly encourage NGBs to participate in these conversations.

Board agrees.

## IQA AGM-Special Meeting prep 2021

Documents preparing for the special meeting have been made. These include the minutes document, a board program and voting form.

Pauline asks if there is an attendance list prepared with confirmations from NGBs. Rahel says there isn't yet.

Explanation of the order for the meeting.

Discussion if "future of quidditch" should be discussed in the special meeting, outcome is that we will suggest to move this to a roundtable discussion.

Asking the members if the next meeting should be half-yearly.

## Other Business

### **Next meeting**

Pre-meeting 1 hour prior to the special meeting to prepare.