



International
Quidditch
Association

IQA Board of Trustees meeting minutes

Sunday, 16 May 2021

16:30 UTC - 17:30 UTC

Minutes: Betsy Lewin-Leigh & Pauline Raes

Attendance

Voting members

- Alberto Coronado (Trustee)
- Betsy Lewin-Leigh (Trustee, Secretary)
- Chris Lau (Trustee)
- Italia Valera (Trustee) (Arrived 16:40)
- Kym Couch (Trustee) (Arrived 16:40)
- Pauline Raes (Trustee, Secretary) (Events & Membership Services Director)
- Rahel Liviero (Trustee, Chair)

Executives

- *Pauline Raes (Trustee, Secretary) (Events & Membership Services Director)*

Apologies

- Borja Arbosa (Trustee, Treasurer)
- Toni Zimpel (Trustee, Vice-Chair)
- Aaron Carroll (Human Resources & Operations Director)
- Jamie Turbet (Communications & Technology Director)
- Keegan Remy-Miller (Gameplay Director)

Agenda

Attendance	1
Voting members	1
Executives	1
Apologies	1
Agenda	2
Confirm Agenda	2
Review conflicts of interest and introductions	2
Confirmation of Previous Minutes	2
Review of to do's	2
Other Business	4

Confirm Agenda

Review conflicts of interest and introductions

N/A

Confirmation of Previous Minutes

Not sent out

Review of to do's

Send follow-up emails to NGBs regarding payments and update board on status of NGBs
Sent.

Committee Updates

Question of if we still need a partnerships committee, Pauline thinks its ops side of things and Albert thinks it should be board still and has in the past not done membership outreach because he felt it needed board approval, he thinks we need to make it clear what the guidelines are and where the lines are between the two. Pauline agrees we need to make the line but doesn't think that we should be doubling up work and so doesn't think that the board should be doing the leg work on the project and should be doing contract approval etc. Rahel suggests having a meeting with the board and directors only about who is responsible for what and who reports to what. Pauline asks if the directors can make a proposal and then send that to the board for approval. Pauline asks if we could do the meeting earlier to accommodate Jamie and Rahel says only if it's not too early for Kym. Pauline suggests a whenisgood to find the best time.

Proposal in three weeks from directors which will help us remodel the committees, will need to be reviewed before the next board meeting so we can review.

External Outreach and Partnerships Committee

Alberto - Betsy - Pauline - Toni - (Chris)

No Update

Finance Committee

Borja - Alberto - Kym - Rahel - (Chris)

Borja has sent out emails to NGBs who have not paid.

Harassment Complaints Committee

Kym - Betsy

No open cases.

NGB Concerns Committee

Pauline - Betsy - Toni - (Chris) - (Italia)

No open cases. Brenda from Peru has asked about the incorporation status and they would like to join the olympic association in Peru, will forward to events and membership. Catalonia has asked that region and country be changed.

Non-Profit Status Committee

Alberto - Kym

No update

Chief of Staff Committee

Betsy - Rahel

A GDPR issue has been fixed. Deputies have been brought on for two departments and focus is now on hiring managers. Comms and events are looking at re-organising some teams to better suit needs and volunteers.

Strategic Planning Committee

Rahel - Pauline - Toni - Chris - (Italia)

Meeting has happened to get on the same page after restructuring. Will add three additional things. Pauline asks to what extent directors will be involved and mentions that she would be happy to give Jamie her spot due to her professional experience in strategic planning. Rahel thinks it's too late to change everything but Pauline mentions her feedback could still be useful. Rahel suggests the questions are finished and then sends it to Jamie as fresh eyes. Pauline agrees and asks if it can be sent to all directors to look at. Rahel says yes that should be fine and also will post the email addresses that are being sent the survey for feedback to the directors and to see if anyone needs to be added. Will have the next meeting in two weeks where they will decide the action plan and how things will look moving forward.

Other Business

Directors attendance

Rahel suggests that any time a trustee would like to have the directors leave the room that they can send a private message to Toni so he can announce that the directors need to leave without anyone specifically being named.

Italia - when are trustee announcements going out?

Do we want to announce the new reports or just do the first two. Pauline suggests supporting comms with the announcement but let them take the lead. Rahel will check in with Jamie and see if she needs a quote from her for the announcement.

Directors have asked for an agenda

To help plan their attendance directors have asked for an agenda before the meeting in the slack channel. Rahel asks if we can just use the topics list instead so that the list is always updated, suggestion to add the standard stuff and then it's the full agenda.

Committees

Add Chris and Italia to committees so they can see how things work even though they may be changing soon

Italia - Strategic planning, NGB concerns

Chris - Strategic planning, external outreach, finance and NGB concerns

Suggestion from Rahel to add them for the moment so they can see what's going on, especially as they will be all changed in four weeks.

“Motion to add Italia to the Strategic planning and NGB concerns committee”

Moved: Rahel

Seconded: Betsy

For: 7

Against: 0

Abstention: 0

“Motion to add Chris to Strategic planning, external outreach, finance and NGB concerns committee”

Moved: Rahel

Seconded: Betsy

For: 7

Against: 0

Abstention: 0

Next meeting in two weeks - 17:00 UTC 30th of May