



Nepean Knights Minor Lacrosse Association

Review of Proposed By-Laws Amendments

Monday, October 23, 2023, 7:00 pm

Google Meet: meet.google.com/jks-nicy-vwn

Join by Phone: (CA) [+1 587-786-7122](tel:+15877867122)

PIN: 902003428

Alternate Phone: <https://meet.google.com/tel/viu-dkkn-ahh?pin=7952132956431&hs=0> Use PIN: 296 748 254 9216



Present: Al Brown, Jason Bosomworth, Paula McNaught, Jill Balcom, Chris Hipwell, Derek Herfst, Phil Kiazzyk, Mark Lange, Cheryl Scott, Jessica White, Nicole Zywicki, Jon Zywicki

Absent: Jo-Anne Green, Dan Leduc, Chris Hipwell, Phil Kiazzyk, Tyler McDonald, Marty McFarlane, Stuart McFarlane, Lisa Nowostawski, Sheldon Spears

1. Review of By-Law document

- General, Definitions – trying to build the board as well. In the past we shared roles and we're trying to clearly define roles and responsibility in the document so they are defined. Segregation of duties is required.
- There may be more roles than people to start, but if we know this going forward it should be easily addressed as we add to the board.
- Likely will be more board meetings (in order to get organized), as we bring in new people we'll need to meet more to train/teach people.
- Nicole went through almost 30 bylaws and is familiar with our association, and used this knowledge in the drafting of by-laws.

2. Item 4, Officers

- 4.05 - Minimum four positions are standard, the others are directors at large, then appoint the pre-designated positions. Update wording "may" to "shall".
- 4.06 - Term of officer – always re-elect them (as many time as wanted). There is a "term" of two years, but then it can be renewed as much as desired.

3. Item 7 Meetings

- 7.02 – report of directors, go through agenda, minutes, financial statements – instead to group together, change to term "executive" reports (reports from Directors, then reorganization of order, reports, then financials).
- 7.13 – decided to change the number to ten (specific to the AGM).
- 7.16 - Proxy at meetings (is this required?). Previous by-law (2007), we did have a proxy in place.
- 7.17 – Resolutions in lieu of meeting. Included in case its needed, but it doesn't mean it has to be used, or fully executed.
- AGM – Section is redundant, this paragraph will be removed.

4. Item 8 - Notices

- 8.01 – defines all references of “notice” within by-laws throughout the document. We would only send notice by email or other electronic means (e.g. website, social media, text). Should match Act though (despite how we run things day-to-day). Act will overrule by-laws.

5. Honorarium

- Volunteering – takes a lot of time and effort. Should we consider an honorarium?
- Will this attract the wrong type of person?
- It’s a great thought. Could we write something in like a “slush” fund for planned things (like coffee/treats to follow a meeting) instead of “honorarium”? People who join the board do it for a reason, not compensation.
- Forward thinking – we’re updating from 2002/2007 – what does the future looks like? Would an honorarium entice anyone? Not likely, but it shows appreciation. It’s a nice “thank you” to people and all their time and effort they put into the association and season. People don’t have to take/accept it, they can donate it back to the association, but the thought its there. The concept is not new, many other associations do it (lacrosse, hockey etc.).
- What about doing it by volunteer role (Directors vs Officers)? 100\$ off registration fees for directors, and \$50 off registration fees (upcoming year) for officers?
All members on this call provided a Yes or No, with majority indicating the registration fee credit as a type of “honorarium” is a good incentive instead of the original suggested \$200.

6. Next Steps

- What are our next steps? This document must be approved to replace last by-laws.
- Paula sent the draft amendment for articles (email sent in July and resent recently). Paula needs to understand who the officers are and who the directors are. It’s the top five officers, and list of all directors for the Ministry. Paula will file the changes. When the special notice is placed we have to have language for the amendments. To resend to Paula an updated list of directors and members.
- Review:
 - Language needs updating
 - Paula prepared text, tracked changes to all wording (e.g. update of municipality, addition of word Knights to association, new address for registered office, putting in five directors, code for sports, removal of boy/girl and replace with individuals, etc.)
- Once approved, set timetable for Paulas work, time for AGM (need to send out notice and whatever else is required). Notice to membership is ten to fifteen days, which is before Nov 23, 2023 (December 7th is AGM date).
- Bylaw will be ready by Oct 29th.

7. Other

- **Next meeting Sunday Oct 29**