FIELD HOCKEY CANADA
Board of Director Meeting Minutes

Date	Tuesday, June 1, 2021
Time	1500 PDT / 1600 MDT / 1800 EDT / 1900 ADT
Location	Meeting in MS Teams
Attendees	Ann Doggett (Chair); Rhonda Lewis; Tony Stewart; Deb Whitten (Vice-Chair) (until 3.58 pm); Nancy Mollenhauer (until 4pm); Marilyn Payne (Secretary); Derm Coombs; Ian Bird (joined at 3.04pm); Peadar O'Riain (Treasurer); Nick Sandhu (joined at 3.06pm, until 3.57pm); Susan Ahrens (CEO)
Regrets	Kri Shier

Field Hockey Canada respects and acknowledges the First Nations/Indigenous, Inuit, and Métis peoples of Canada as the Keepers of the Territories upon which the meeting was held. The meeting was held from Mi’kma’ki, the ancestral and unceded territory of the Mi’kmaq People.

1. Call to order

The meeting was called to order at 3.02 pm PDT. Quorum was established.

2. Approval of agenda

No conflict of interest was declared.

The agenda was amended to;

i) move the membership fees item before financial policy
ii) to include formal acceptance of the e-vote.

Motion: To adopt the agenda with the two changes. Carried unanimously.

3. Approval of previous minutes

The minutes of the meeting held on May 11, 2021 were amended under AOCB to add context and content.

Motion: To approve the minutes as amended. Carried unanimously.

4. Business arising and reports

- Board governance update. Final report to be provided at the July 13 meeting.
- A By-law review committee will consider Canadian Olympic Committee governance guidelines and Field Hockey Canada system transformation discussions. Ann Doggett, Marilyn Payne, and Peadar O'Riain were identified for the committee. The review will return to the board in Spring 2022 before targeted adoption at the 2022 AGM.
- A Diversity, Equity and Inclusion advisory committee to be formed. Ann Doggett will prepare draft Terms of Reference for review by the CEO and Vice-Chair on June 16. Board approval is targeted for July 13.
- The Board book will be used as an orientation tool for new directors.
- System transformation and the Strategic Plan report. A stand-alone board meeting was arranged for June 14 at 3.00 pm by MS Teams.
- Management report
- Membership fees for the 2021/22 registration season reviewed. An affiliate category will be considered further through by-law and governance discussions before November 30.
- Tony Stewart requested consideration of a longer membership year be added to the July 13, 2021 agenda.
- Peadar O'Riain provided an update on the audit process and timeline. The audit is expected to be delivered by the end of July.
- Nick Sandhu left the meeting at 3.57 pm. Deb Whitten left the meeting at 3.58 pm. Nancy Mollenhauer left the meeting at 4.00 pm.

5. Formal policy decisions

- The Board recorded the electronic motion in accordance with the approved E-Motion Protocol.

Motion: That the Board write off the sum of $41,160 representing the outstanding Men's Next Gen accounts receivable from 2020 as a bookkeeping exercise only, to allow the 2020-21 audit to proceed. Carried unanimously.

Motion: To introduce a $2 surcharge to pay for the new registration system. The cost of registered participants joining Field Hockey Canada remains as it has been since the 2018/19 season, with the addition of a $2 surcharge for Field Hockey Canada's Registration Engagement Database (F-RED). Carried unanimously.

Motion: To activate the Financial and Legal Instruments Policies and Procedures, approved February 2, 2021, on June 1, 2021, and to suspend implementation of Section 9.8.1 regarding a second signature on cheques until after COVID-19 restrictions are lifted. The section will be reinstated when signing authority changes have been registered with the bank and freedom of movement is open. Carried unanimously.

6. Action items

- Approved minutes to be uploaded to the Board SharePoint folder.
- Orientation materials will be shared in the Board SharePoint folder.
- The Financial and Legal Instruments Policies and Procedures will be posted on the FHC website.
- Mike McKay will provide a final governance report at the July 13 meeting.
- Susan Ahrens will upload Mike McKay's presentation to the Board SharePoint folder.
- Ann Doggett will prepare draft Terms of Reference for the Diversity, Equity and Inclusion advisory committee for review by the CEO and Vice-Chair on June 16.
- Tony Stewart's request regarding a longer membership year will be added to the July 13, 2021 agenda.

7. Next meeting

A stand-alone board meeting scheduled for June 14, 2021 at 3.00 pm by MS Teams.

The next regular board meeting is scheduled for July 13, 2021.

8. Adjournment

Motion: To adjourn the meeting at 5.07 pm. Carried unanimously.