



FIELD HOCKEY ONTARIO
Box# 80030
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AGM 2021 - Draft Minutes

10:00am Nov. 28/2021

Platform: Via ZOOM Webinar

AGM Member Attendance:

Richard Crowell (President)	Individual Vote
Suzanne Robertson (Secretary)	Individual Vote (+1 proxy)
Gary Sanghera (Treasurer)	Individual Vote
Nicola Davey (Director)	Vote included in affiliated club total
Heidi Calder (Director)	Individual Vote (+17 proxy votes)
Erin Craig (Director)	Individual Vote
Adelle DSilva (Director)	Individual Vote
Erin Craig (Director)	Individual Vote
Dana Hetherton (Director)	Vote included in affiliated club total
Joseph Fernando (Director)	Vote included in affiliated club total
Bronwyn Fleming	Waterloo Women's FHC 5 votes
Julie Nelson	Outaouais FHC 48 votes
Ray Lewis	AOS Goderich 12 votes
Ozias D'Souza	KW Dragons 11 votes
Sara Restani	Halton FHC 45 votes
Amy Irvine	Maverick FHC 9 votes
Marta Jolly	Hamilton Strikers 1 vote
Edwin Fernandes	GOA Reds FHC 13 votes





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Ken O'Connor	Individual vote
Ashley McConnell	Vote included in affiliated club total
Diane Huneault	Vote included in affiliated club total
Patricial Lamont	Vote included in affiliated club total
Anand Desai	Invited candidate, non-voting
Lidwien Slothower	non-Voting, 2021-2022 member

Parents (for Junior Members)

Deborah Simon (on behalf of Junior member Hannah Simon)
Hannes Girgis (on behalf of Junior member Kenzie Girgis)
Veronica Harris-McAllister (on behalf of Junior member Gates McAllister)

Staff:

Shauna Bookal, Executive Director
Victoria Dewar, Program Intern
Luis Paredes, Admin and Events Coordinator
Jason Robinson, Sport Law and Strategy Group

Proxy Votes:

-> Individual

Margaret Pham, Proxy Suzanne Robertson (1 vote)

-> Club

Dolphins FHC, Rep Zeeshan Minhas, Proxy Heidi Calder, (17 votes)

1. Call to Order / Welcome





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Chair (Richard Crowell): Welcome members as well as any special guests and call the meeting to order at [10:01am].

Reminders: including that all participants are MUTED during the meeting to limit background noise/feedback and to ensure they do not interrupt others. When they wish to speak and it is an appropriate time, they must raise their ZOOM hand which will place them in the Queue. They do so by clicking on the Reactions tab in Zoom and then finding the 'Raise Hand' button, or by entering Star-9 on their telephone (once to raise hand, again to lower hand).

The chair will call upon the member to speak when appropriate, and the Zoom platform host will then ask them to unmute, they must then unmute themselves and then remute themselves when they are finished. They do so by clicking on the MUTE/UNMUTE button in ZOOM in the lower left corner of the control panel, or by entering Star-6 on their telephone (once to unmute, again to remute).

Remind participants that, for voting purposes, registered voting delegates will receive an email each time we launch a motion or election (voting event) – the emails will be sent at the time of each vote (so they are not receiving anything just yet). The emails will be sent to the one used to register for the AGM and it will include an elector ID and a unique password for each voting event. Votes are confidential.

Further voting instructions will be provided by our scrutineer during the first voting event.

2. Establishment of Quorum

Chair: I ask Luis Paredes to provide a report on the voting members who have registered. Roll call of voting delegates listed. See above list.

Luis - please remove from the Simply Voting list those that are not present a roll call;

Hailley Chopra

Rachelle Sequin

Dmitri Chipilo

Bronwyn Fleming (added late)

Luis Paredes states the following:

Mr. Chair and Members at this Annual General Meeting, the following number of individual voting members present is 15, who represent 169 total votes (31%), and there are 7 recognized clubs represented at this meeting (out of 25 total clubs-28%).





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Chair: Article 3.8 of the FHO Bylaws states that, "Twenty percent (20%) of the individual voting Members represented by individual voting Members or Club Representatives, and ten percent (10%) of the Recognized Clubs present or by proxy will constitute a quorum." I hereby declare that there is a quorum and that this Meeting of the FHO members is in session.

3. Appointment of Scrutineer

Chair: Per the FHO Bylaws, the Board of Directors have appointed Jason Robinson, from Sport Law, to act as our independent voting scrutineer. Jason will be acting as our voting administrator and all voting will take place on the online voting platform Simply Voting, which we used last year. Jason is also a Certified Parliamentarian and will assist the Chair and the members in following our identified parliamentary procedure, which is Robert's Rules of Order.

4. Approval of Agenda

Chair: The agenda was circulated to all members in advance of the AGM as per bylaws. Are there any additions or revisions to the agenda?

If there are no objections by the members, we will proceed with the agenda as circulated.

No objections.

Chair: The agenda is approved as circulated.

5. Approval of Minutes of 2020 Meeting

Chair: A copy of the minutes from the November 22, 2020 members meeting has been circulated to the members in advance of this meeting. Are there any corrections to the minutes?

Question from Ed Fernandes. Can the minutes be circulated?

Answer: Minutes have been on the FHO website under AGM and Governance since the 2020 AGM. Will not delay the AGM for further review of minutes.

If there are no objections by the members, the minutes of the November 22, 2020 meeting will be approved.

No objections.

Chair: The minutes as circulated are approved.

6. Presentation of Reports (Reports are supplemental to Presentation Slides)

Chair: There are four reports to be presented to the members. We will begin with the President's Report.





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Financials

Last couple of years have been difficult. Revenue streams have been limited (bulk from user fees, events and programs). Although we show a loss for this year we still have reserves in place.

Reserves in place however will have to run a very tight budget going forward for 2021/22. Board has instructed Shauna that deposits and event payments must be made in advance as it is too risky financially. No wiggle room in budget and we can't move forward with events without financial confirmations. Guarantees of monies needed (prior to events) as we have lost money in the past. Info to clubs will be shared in advance to communicate financial commitments to parents/players in advance.

Covid - 19

Have not been able to execute as much of the Strat Plan (e.g. events/programming). Hoping this is behind us now and we can add more activities and events. BOD and staff have not been idle, have worked on strengthening the organization. We have been put ourselves in a position for success moving forward. Other PSOs have been struggling, firing staff, cancel programs, gone bankrupt, or closed down). We have been able to weather these difficulties. Our ED has been able to access revenue streams to help with this (Jumpstart, Trillium Resilency Fund)

Staffing during Covid - CEWS (Canadian Emergency Wage) helped to maximum support for staff through this Federal program with 80% of wages covered. Canada Summer Jobs and Summer Experience also paid for staff. Building a team involved setting up committees to engage people from the community. Building team through committee work. Erin to cover in another part of the meeting. Good base with both staff and committees. Full board also over the year. Expect to have a full board, or close to it at the end of the AGM.

Board Terms

To strengthen the board we have put a change into the terms of the Board from 2 year to 3 year.

There is a steep learning curve to the work of a BOD, longer terms slows turnover of the board, keeps growth and learning ongoing, maintain great board members, establish succession and strength of the board. With 2 year terms you lose ½ of board every year.

OnBoarding package has been developed to help new Board members get up to speed.

ONCA (Ontario Not for Profit Corporation Act)

New rules/regulations moving forward. Changes which may impact FHO;

eg.





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1. No acclamation of board members
Applicant must get the required # of votes > 50%. Members approval for all board members.
2. Financials need to be posted 21 days in advance
3. No votes by Proxy allowed unless stipulated by bylaws.

Jason: default in the past to allowing proxy votes regardless of what bylaws say, will depend on what our bylaws state (FHO 3.19 every individual entitled to vote may assign a proxy, 48 hrs prior).

FHO bylaws already allows proxy.

Each Club will have to also adopt the ONCA rules so each club will need to look at the ONCA expectations.

Are there any questions regarding the President's Report? None.

The next report is the Executive Director's Report and Shauna Bookal is asked to speak to the report.

Shauna Bookal:

1. Increased social media has increased our exposure. Increased exposure needed for growth of the sport. Minister MacLeod (Ontario's Minister of Heritage, Sport, Tourism and Culture) has reposted our posts. Chlorox reached out to send us free PPE wipes which went out to the registered clubs. Staff and interns have worked hard on social media.

Contests used to increase engagement. Swag, Halloween contest, support of Keigan Pereira.

Live Streaming also increased followers and exposure.

Engagement also sought with partners (True Sport)

Emails are sent out through constant contact to individuals and clubs with those that do not have social media. Send out by weekly. Club emails are sent out 1st before info sent to members. Town halls also used to distribute info with the clubs.

Non FHO members also are following FHO posts/information distributed.

2. Five new partners (slide 12)
 - new clubs, Durham Dynamos and Hamilton FHC
 - going forward we will work to provide workshops for indigenous partners (Indegenouse Sport and Wellness Ontario-ISWO)





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- Goal to introduce field hockey to the Indigenous Games 2026
 - ISWO has a goal to introduce field hockey to other provinces by 2030
 - OPHEA - was able to get Field Hockey on the list to be admitted into elementary schools. Clubs now can go into elementary school. FHO can get a venter # to go into the schools (with clubs listed). Clubs can take advantage to promote sport and club at the elementary level. Will need special equipment as per OPHEA requirement.
 - Jumpstart Funding: Applied for and Received twice and have reapplied. Equipment and PPE equipment was provided to clubs
 - Toronto Community Housing
 - OUA - This partnership helps FHO train and promote officials. Evaluation of officials during OFSAA competition allowed identification of those who can now move on to OUA. Succession planning for younger officials.
3. Talent ID Camp got off the ground
 4. Summer FHO 101 Sessions (high school, elementary)
 5. 5 Townhalls (more in 1 year than in the prior 2.5 years total)
 6. Justine Branco - very helpful in writing policies and procedures

Government noted the excellent Covid guidelines provided by FHO

Membership Breakdown: Did increase the #s during the last year. Registration of high school coaches. Reaching out to members to grow our membership.

Funding: Txs to Gary and Dana to apply for grants

OASF received: \$65,799.

Covid-19 Recover Fund \$28,086 - went to clubs

Community Building Fund - \$50,00

Community Covid Relief Refund (Federal) \$3,283.79

Canadian Tire Jumpstart COVID Relief - \$25,698.86

Summer Experience Program (2 positions) \$7,316





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Canada Summer Jobs - covered staff jobs - \$7,840

Canada Emergency Wage Subsidy (CEWS): \$89,789.31

Coaches Association of Ontario - \$5000 - directly to coaches-refund for courses for coaches

Coaches Association of Ontario (MCD training) - \$2,500

Canadian Women and Sports Fund - did not receive

OTF - Resilient Fund - did not receive

Ontario Trillium Fund - Seed Grant - available in 2022

Grants for High Performance - rejected for this year. Can reapply in 2023. Remain pay as play.

Thank you, Shauna. Are there any questions regarding the ED Report?

Marta Jolly asked about QFG funding for the year. Names of FHO players have been submitted to ON government. However the government asked FHO not to release the names. National Carded Ontario athletes were the only ones to receive QFG funding for this year. QFG has 2 streams of funding;

- a. QFG funding to Ontario National Carded athletes
- b. QFG funding to FHO identified Ontario athletes

Note that the members have received the reports and the secretary notes receipt of reports in the minutes. Secretary reports receipt of reports.

The next Report is the Committee's Report and I will ask Erin Craig to speak to the report.

Erin Craig:

Call sent out to members to form a series of advisory committees;

- Club Support
- Participation
- Coaches and Officials
- Facilities





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- High Performance
- 1985 Fund for Women

Great response to the request from committee members, great engagement and committees were run well.

Key recommendations that have been put into place and/or will be operational in Jan.

1. \$5/\$10 Recreational Membership: intended for grassroots, to cut barriers to entry, give FH a try and grow the participation.
2. Beginner in a Box Program: series of videos for beginner players. Can be used to support playing in new areas of the province. Starts in January.
3. Club Report Card - helps clubs to be accredited. Give Clubs tools and support how to grow and develop and meet ONCA rules. Gives Clubs an idea of gold standard and what makes up a good club. This helps with grants and funding support. Will roll out in the new year.

Great participation overall from the committees and the committee members. Recommendations from each committee can't all be completed in this year as we have a small operational staff and also due to Covid restrictions. Once the new board meets, new committees will be formed and there will be a call out to members to join a committee. Consider joining as it was a very positive experience.

Thank you, Erin. Are there any questions regarding the Committee Report? None

Secretary notes receipt of reports in the minutes.

7. Report of Auditor

Chair: The final report is the Auditor's Report. The Draft 2021 Financial Statements have also been shared in advance of the meeting. I will ask Gary Sanghera to speak to the report and financial statements.

Gary Sanghera Treasurer:

FHO was not immune to the pandemic and the cancellation of the events. Overall had a deficiency of revenues over expenses of \$78,000. Much due to the lack of High Performance programs. Many events occur of the summer time and with last minute Covid cancellations it was difficult to maneuver around. Alternative programming and sources of income was sourced which helped keep us afloat. Cushion helped to absorb loss. Can't depend on this going forward. Took year to strengthen both the board and operationally how to move forward. FHO plans to tighten budgets moving forward. Contingencies added to ensure programs don't lose money. Secure \$\$ for events well before the event so we are not faced with withdrawals and non payments. With new policies in place and the opening of programming in new we are hoping to move forward this year. Financials are 'elephant in the room'. They are what they are.





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Thank you Gary. Are there any questions regarding the Report of the Auditor? None.

Secretary notes receipt of reports in the minutes.

8. Appointment of Auditor

A quick update: Quorum had been identified at the start of the meeting. We would like to add Bronwyn Fleming to the list of voters. # of individual registered voters is 15 representing 169 votes.

Chair: We will now appoint the auditor for the organization. May I have a member move to appoint Norton McMullen Chartered Professional Accountants + LLP as auditors for the 2021-2022 fiscal year. Motion made by Sara Restani, seconded by Amy Irvine

Is there any discussion on the motion? None.

I will now call the vote and the voting will be opened. Momentarily, all voting delegates should receive an email message that provides an Elector ID and a unique password for this motion. I will ask Jason Robinson, who is acting as our independent voting scrutineer, to provide information on how to vote and to launch the voting event.

The vote is called and launched by Jason Robinson.

All voting is anonymous.

Results shared by Jason. Total votes 169 In favour: 155 Against: 0 Abstain: 14

Chair: Thank you Jason. **The motion is carried.** (received greater than majority vote)

9. Business as Specified in the Meeting Notice – Bylaw Revision

Chair: Revisions to the FHO By-laws have been proposed to the members by the Board of Directors. The revisions have been reviewed with Steve Indig from Sport Law, and they are intended to change our Board terms from 2 years to 3 years. The revisions are reflected in the Proposed By-Law Amendment document shared with the members.

In accordance with Article 8 of the Bylaws, this bylaw revision requires a 2/3 vote of the voting members present and, if adopted, these motions will become effective immediately.

If the revisions are adopted by the members, they would include Temporary By-Law #2 which will ensure a proper Board transition to 3-year terms. Elections at this meeting would then be conducted in accordance with Temporary By-Law #2.





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If the revisions are NOT adopted by the members, elections at this meeting would be based on two year terms and the current By-Laws.

That the sections 4.10 and 4.13 of the FHO Bylaws be revised and Temporary By-Law #2 be adopted, as presented to the members in the Proposed By-Law Amendment document.

Motion moved by Adelle DaSilva and seconded by Marta Jolly.

Is there any discussion on the motion?

Bronwyn Fleming: Have you considered how the length of 3 years will affect getting volunteers for positions on the board.

R: Yes this was considered. Rate of volunteers for positions has been positive over the last 2 years. Feel confident we can get board members.

Chair: I will now call the vote and the voting will be opened.

The voting event is launched by Jason.

Results shared by Jason. In favour: 169 Against: 0 Abstain 0

Chair: Thank you Jason. **The motion is carried.** (2/3 vote required)

10. Presentation to Retiring Board Members

Chair: On behalf of FHO, I would like to thank the following board members for their contribution and guidance over the past two years - Heidi Calder, Dmitri Chipilo, Adelle D'Silva and Gary Sanghera. Board membership involves much work behind the scenes and often thankless. Please take a moment to thank these members for their dedication to the Board.

11. Elections (Election minutes to be completed by Nicola Davey)

AGM slide presentation link:

https://docs.google.com/presentation/d/1_cqiAXuzAq5UNFeTnqpIMKxIZZZywNNh/edit?usp=sharing&oid=113187752888042974633&rtpof=true&sd=true

Chair: In accordance with our revised By-Laws and Temporary By-Law #2, the following positions are up for election at this AGM:

- One (1) Secretary Position on a 2-year term





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- One (1) Treasurer Position on a 3-year term
- Two (2) Director-at-Large Positions on 2-year terms
- Two (2) Director-at-Large Positions on 3-year terms

There was 1 nomination submitted to FHO for the position of Secretary, no nomination submitted to FHO for the position of Treasurer, and there were four nominated candidates submitted for the four Director-at-Large positions.

As per our Bylaws, candidates must be elected by Ordinary Resolution which is a majority of votes. Where there are more candidates than available positions, all candidate names will appear on one ballot and the Members will select the names of the candidates that they wish to elect – in the case of the Directors-at-Large, the members will be selecting up to two names on each ballot. If the Members do not wish to elect two candidates, they may also choose to select one name or abstain from the vote.

The candidates receiving the highest number of votes on each ballot AND WHO ALSO ACHIEVE ORDINARY RESOLUTION will be elected. In the event that two candidates do not receive a majority vote on the first ballot, then only those who do receive a majority will be elected and then a second ballot will be cast for all remaining candidates to fill the remaining positions. In the event that there is a tie vote for any of these two positions, the nominee receiving the fewest votes will be deleted from the list of nominees and a second vote will be conducted. If any tie votes occur again, our Parliamentarian will assist us in determining the proper method to break that tie.

Election of Secretary (1) – 2-year term

Chair: We will now elect the Secretary. The following individuals have been nominated for the position of Secretary:

- Suzanne Robertson

Suzanne has accepted the nomination and her bio information has been distributed to the members.

We will now proceed with the election and **I will call the vote.**

Voting ballot launched.

Jason Robinson confirmed all votes received - 169 votes. Candidate achieved greater than majority vote.

Chair: Congratulations to Suzanne Robertson who has been elected as Secretary to serve a two-year term.

Election of Treasurer (1) – 3-year term





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Chair: We have not received any valid nominations for the position of Treasurer. As such, the position shall remain vacant and the Board will look to fill the vacancy in accordance with 4.17 of the By-laws.

Election of Directors at Large (2): 3-year terms

We will now elect the two Directors-at-Large who will serve a 3-year term. The following individuals have been nominated for these positions:

- Erin Craig
- Ashley McConnell

These candidates have accepted their nomination and their bio information has been distributed to the members.

We will now proceed with the election and **I will call the vote**. Each candidate requires a majority vote to be elected. For this election, you will be selecting both names in the ballot if you wish to elect the two candidates to the two available Director positions, each serving a three-year term.

Voting is launched.

Jason Robinson confirmed all votes received - 169 votes. Both candidates have received a greater than majority vote.

Election Chair: Congratulations to Erin Craig and Ashley McConnell who have been elected as Directors to serve a three-year term.

Election of Directors at Large (2): 2-year terms

We will now elect the two Directors-at-Large who will serve a 2-year term. The following individuals have been nominated for these positions:

- Anand Desai
- Veronica Harris-McAllister

These candidates have accepted their nomination and their bio information has been distributed to the members.

We will now proceed with the election and **I will call the vote**. Each candidate requires a majority vote to be elected. For this election, you will be selecting both names in the ballot if you wish to elect the two candidates to the two available Director positions, each serving a two-year term.





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Voting ballot was launched.

Jason Robinson confirmed all votes received - 169 votes. Both candidates have received a greater than majority vote.

Election Chair: Congratulations to Anand Desai and Veronica Harris-McAllister who have been elected as Directors to serve a two-year term.

CONCLUSION OF ELECTIONS

Chair: Congratulations to the newly elected Directors. This concludes the elections. If there are no objections by the members, I will direct the scrutineer to maintain in confidence the vote and to erase all electronic ballots and voting results from the Simply Voting platform.

Instructions for newly elected Directors. Zoom meeting for all of new BOD following this meeting. Check emails. Meeting 5 min. after the AGM ends.

12. Adjournment at 11:25am

Chair: As we have concluded all matters of business on our agenda, I hereby declare that the meeting is adjourned at 11:25 am. Thank you to all members for participating.

