



INTERNATIONAL QUIDDITCH ASSOCIATION

IQA Board of Trustees Meeting Minutes

Saturday, 25 November 2017

19:00 UTC - 21:30 UTC

Minutes: Marco Ziegaus

Attendance

Voting members

- Nicholas Oughtibridge (Trustee, Chair)
- Andy Marmer (Trustee)
- Alex Benepe (Trustee)
- Nicole Hammer (Trustee)

Observers

- Brian Gallaway (IQA Congress President)
- Rebecca Alley (Executive Director)
- Marco Ziegaus (IQA Secretary)
- Vanessa Sliva (Finance Director)

Apologies

- Luke Nickholds (Trustee, Vice Chair)

Agenda

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Confirm Agenda

Review conflicts of interest

- Marco accepted a position as Gameplay Manager for EQC 2018. It's not really a conflicting position, but he wants to be transparent about it anyway.

Minutes of the last meetings

- 2017-10-07
 - Accepted
- 2017-10-21
 - Accepted

Open Action Items

- The IQA will get a financial statement that it can present to its members.
 - Vanessa will prepare something.
- The IQA will get a confirmation from a Canadian lawyer about its current legal status.
 - See below at the agenda item Incorporation.
- Tom to negotiate with the city of Florence and Human Company regarding a contract for World Cup.
 - See below at the agenda item World Cup
- Nicholas to write a letter to the pertaining NGB's that implement unsafe rulebook changes.

Matters arising not covered elsewhere

- European Games Financials
 - **Action Item:** Vanessa will put together a balance sheet by next week.

Executive Director Report

- Rebecca has been working on
 - World Cup and future events
 - Annual Report
 - Resource Documents for NGBs
 - Making a graphic that explains how the IQA works (for Annual Report and new NGBs)
- Financial Compensation for World Cup Committee
 - This should be included in a budget request.
- The Executive is waiting for the Strategic Review from the Trustees to plan their actions accordingly.
- **Action Item:** The Executive and the Trustees start to deliver short written activity updates monthly to improve communication.
- **Action Item:** The Trustees will develop a 1 year strategic plan until 31 December.
- **Action Item:** The Executive will develop a budget proposal until 31 December.
- **Action Item:** Nicholas and Rebecca to write a description of the roles of Trustees and Executive.

Finance Director Report

- Vanessa followed up on on NGB membership payments on 20 November.

Members failing to pay membership dues

- The possible actions regarding NGBs that do not pay their membership fees in time have been discussed via email.
- The decision whether to suspend members lies with the Executive.

Committee feedback

Constitution (Trustees Committee)

- Next meetings on 6 December and 20 December.
- The constitution requirements committee should be finished by the end of December.
 - After that, the IQA will look for a suitable lawyer who can help select a jurisdiction and help with the incorporation.

Branding (Congress Committee)

- A new chair has been appointed.
 - The previous chair stepped down from their role as NGB representative and committee chair
 - The new chair is still trying to find further members for the committee.

Incorporation

- The IQA currently has a non-profit business bank account in Canada.
- The board agrees that the IQA needs to be a government-registered entity by end of February.
- **Action Item:** Brian to write a letter to Congress informing them about this plan.

World Cup

Contract with Human Company

- The committee should be tasked with coming up with business continuity plans.

European Committee

- The European Committee has brought up a proposal for a renewal of its organisational structure.
 - According to this proposal, the European Committee would form a separate entity (Quidditch Europe).
 - Until the change is implemented, Quidditch Europe would become a part of the IQA's Executive, operating similar to a department within the IQA.
- This is referred to the Constitution Requirement. This information will be included in Brian's letter to the NGBs (see above).

Strategic Review

- The Trustees need to meet in a separate work session for this.

Any other business

- Agenda item for one of the upcoming meetings:
 - Self review of what has been accomplished and what has not
- Next meetings:
 - 2 December: Full Board Meeting
 - 9 December: Trustees only
 - 16 December: Full Board Meeting