

2007 CUGA AGM
VICTORIA BC
May 18, 2007 (Friday)

PRESENT:

CUGA Executive: William Litchfield (President), Margaret Francis (Secretary/Treasurer), Melanie Johnson (Director-at-Large)

CUGA members: 36 in person. 20 by proxy. Total number represented: 56.

REGRETS: Jeff Stanhope (Vice President), Heather Lindholm (Past President)

PROXY

Verification was done by Melanie Johnson and Margaret Francis (verification of CUGA membership, that each person present carried no more than 2 proxies and that proxies were in the correct format). Proxies that were not signed by the CUGA members requesting to vote by proxy were not allowed as signatures are required for proxies according to the CUGA constitution. Faxed or scanned proxies that included signatures were allowed.

1. MEETING CALLED TO ORDER 6:13pm

2. READING AND ACCEPTANCE OF 2006 CUGA AGM MINUTES

Motion to accept: Darryl Brambilla

Seconded: Scott Cannon

Unanimously approved.

3. REPORTS

President – William Litchfield – read report (see Appendix)

Vice President – Jeff Stanhope - no report available

Treasurer – Margaret Francis – read report (see Appendix)

Director-at-large – Melanie Johnson – read report (see Appendix)

Past President – Heather Lindholm - no report available

Chief Referee – Margaret Francis – read report. (see Appendix)

CMAS – Margaret Francis – read her report (please contact Margaret if questions)

Motions to accept : Scott Cannon

Seconded: Adam Jocksch

Unanimously approved.

4. OLD BUSINESS

a. Nationals revamping

Motion to form a committee to set policies for Nationals. People who have submitted motions will be asked to form the committee. This committee will nominate a chair. The committee should have an interim report to present to the executive no later than Dec 31, 2007. The hard work that went into preparing the

motions put forward for this AGM was acknowledged by those present at the meeting.

Motion proposed by: Margaret Francis

Seconded: Jerrilin Spence

Unanimously approved

b. Updating of constitution/bylaws

Motion to accepted the updated Constitution and bylaws as completed by Melanie Johnson, Heather Lindholm and Jerrilin Spence.

Motion proposed by: Melanie Johnson (included in published motions as 10A)

Seconded: Kathy Armstrong

Approved with 1 abstention.

c. Updating of hosting of Nationals document

Motion to accept as updated: Darryl Brambilla

Seconded: Tim Minto

Unanimously approved.

d. Updating of Selection document

Motion to accept: Margaret

Second: Kathy Armstrong.

Approved with 1 abstention.

e. Commitment to new World federation

Motion to support new: Darryl Brambilla

Seconded: Blair Armstrong

Unanimously approved.

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5. NEW BUSINESS

Motions (all Nationals motions tabled to committee as approved above under old business) – this includes motions 1B, 2B, 2C, 2D, 2E, 2F, 3A, 3B, 5A, 5B and 6. When forming this committee, people who had put the above motions forward (Cathie Pearson, William Litchfield, Martin Tanguay) will be asked to participate. In addition there will be representatives from each province and a CUGA executive member (or designate) to act as a coordinator of this committee. The actual plan for composition of this committee will be determined by the CUGA executive and announced via the Canadian Hockeynet

Motion 4C

Amended (for clarity) to read: 'Players playing at a World Championships are required to follow tournament rules for participation. For any reason, if a player

wishes to play in more than one team at the World Championships, whether the divisions are considered official or not by the World Championship organizing committee, they must get the consent of their teammates and coaches. In that situation, 1) All the coaches of both teams must agree with that decision, AND 2) at least 75% of the players of each team (75% of team 1 and 75% of team 2) must agree with the decision. The person must clearly indicate which team will be his/her priority. Amendment proposed by Melanie Johnson and seconded by Jerrilin Spence.

22 for

24 against

1 abstention

MOTION 4C (AS AMENDED) DEFEATED

Motion 8

CUGA fee increase : Increase fees to \$15 per person without insurance and \$35 per person with insurance. There will be a \$5 discount if membership fees are paid by January 31 of each year (i.e. \$10 per person without insurance and \$30 per person with insurance).

Hausse des frais de l'ACJS: Augmenter les frais à 15 \$ par personne, sans assurance, et à 35 \$ par personne, avec assurance. Il y aura un rabais de 5 \$ si les frais d'adhésion sont payés au 31 janvier de chaque année (i.e. 10 \$ par personne, sans assurance, et 30 \$ par personne, avec assurance).

Unanimous approval.

This will take effect January 1, 2008.

MOTION 8 PASSED

Motion 9B

Semi annual progress reports from CUGA executive and committees.

Des rapports semi-annuels par les membres de l'exécutif et les comités de l'ACJS.

Withdrawn as it is addressed in the updates to the constitution (as a responsibility of the Secretary).

MOTION 9B WITHDRAWN

Motion 9C

Updated membership list posted for member access and review. Published membership list will only include first and last name. To protect privacy no member contact info collected by CUGA will be published in the membership list.

Une liste mise à jour des membres devrait être affichée pour en permettre la consultation et la revue par les membres. La liste des membres ne devra contenir

que les prénoms et noms de famille. Pour protéger la vie privée, aucune coordonnée obtenue par l'ACJS ne sera publiée dans la liste des membres.

Unanimous approval

MOTION 9C PASSED

Motion 10A

Update of the constitution.

Addressed under old business above.

Unanimously approved.

MOTION 10A PASSED

Motion 10B

William Litchfield amended this motion to be 3 separate motions for clarity.

Amendment seconded: Scott Cannon

10B1 – Intent to hold and use proxy votes must be confirmed on or before the first day of the CUGA Canadian National Championships

Approved with 1 abstention.

MOTION 10B1 PASSED

10B2 – Each player may hold a maximum of 1 (one) proxy vote.

Votes: 24 for, 21 against – this voting result does not meet 2/3 minimum approval rating required for changes to the constitution.

There was brief discussion of the issue around proxies and further review of the process was recommended.

MOTION 10B2 DEFEATED

10B3 – Any player that attends Canadian Nationals and does not participate in the Annual General Meeting foregoes their right to vote via proxy.

MOTION 10B3 DEFEATED

Motion10C

Amend Executives and Directors section of the Constitution to read as follows:

"No more than two (2) directors or executive may represent any one province.

For the purpose of satisfying this requirement, an individual may represent either the province they currently reside in, or any province in which they are a member of a provincial underwater games organization that is recognized by CUGA.

Motion: bylaw section 4.04 currently states the following: "No more than 2 Directors or Executive may come from one province". Amend this section to read as above.

Amender la section de la constitution sur le comité exécutif et les directeurs de la façon suivante: «Pas plus de deux (2) directeurs ou membres de l'exécutif ne peuvent représenter une même province. Afin de satisfaire cette exigence, un

individu peut représenter soit la province dans laquelle il réside, soit toute province où il est membre de l'organisation provinciale des jeux subaquatiques qui est reconnue par l'ACJS.

MOTION 10C PASSED

Motion 10G

Once a motion has been defeated, it cannot come up for discussion for another three years.

Une fois qu'une motion a été défaite, elle ne peut revenir pour fin de discussion avant trois ans.

Unanimously defeated.

MOTION 10G DEFEATED

Motion 10H

If a motion is accepted or defeated at the AGM by a margin equal or greater to a 90% margin of all votes available then:

- The motion cannot be tabled again at an AGM for a period no less than 3 years.
- Special exceptions can be made only if all members of the CUGA executive agree unanimously to have the issues brought forward within this time frame.

Si une motion est acceptée ou défaite à l'AGA par une marge égale à ou plus grande que 90% de tous les votes acceptés à cette assemblée:

- la motion ne peut être soumise de nouveau à l'AGA avant trois ans;
- des exceptions spéciales ne peuvent être faites que si tous les membres du comité exécutif de l'ACJS acceptent unanimement que l'enjeu soit resoumis à l'intérieur de ce délai.

Unanimously approved.

MOTION 10H PASSED

Motion 11

Form a committee to discuss and implement grass roots growth strategies for underwater hockey in Canada. Focus on support of clubs local recruiting efforts and national awareness campaigns

Établir un comité pour discuter et implanter une stratégie de croissance pour le hockey subaquatique au Canada. Se concentrer sur le soutien aux efforts de recrutement des clubs locaux et sur les campagnes de sensibilisation nationale.

Passed with 1 abstention.

MOTION 11 PASSED

Motion 12

Form Sponsorship committee to actively explore corporate and government funding sources.

Établir un comité de commandites pour explorer activement les sources de financement provenant des compagnies et des gouvernements.

Passed with 1 abstention.

MOTION 12 PASSED

Motion 13

Form a CUGA membership skills register: this will be a list of people with specialized skill which might be of use to CUGA.

Établir un registre des habilités des membres de l'ACJS: ce sera une liste des personnes avec des habilités particulières qui peuvent être d'utilité pour l'ACJS.

Passed with 3 abstentions.

MOTION 13 PASSED

Location of 2008 Nationals

Guelph and Ottawa had submitted proposals to host Nationals 2008. Ottawa has withdrawn its proposal to host Nationals.

Guelph will be the location of 2008 Nationals.

6. VOTING OF EXECUTIVE

President - Melanie Johnson nominated – declined nomination
William Litchfield nominated – declined nomination
John Harland nominated by Melanie Johnson; seconded by Scott Cannon. John Harland will be CUGA president by acclamation.

Treasurer – Margaret Francis nominated by Darryl Brambilla seconded by William Litchfield. Margaret Francis will be CUGA Treasurer by acclamation

Directors – no candidates stepped forward to become directors; CUGA members who are interested in working on CUGA projects are encouraged to notify the CUGA executive about their areas of interest.

7. ADJOURNEMENT

Motion by Margaret Francis.

Second by Scott Cannon.

2007 CUGA AGM adjourned at 7:28pm.

APPENDICES

May 18th, 2007

President's Report

CUGA Members,

I would like to thank those who are able to attend the 2007 CUGA National Underwater Hockey Championships, and for those of you who are not able to be here, I want to take a moment to thank you for your support this year.

This year was unlike any year of any of my term's in office, not only did we complete the World Championship cycle (where all Canadian Teams did extremely well) but we now have implemented the process to be able to compete in South Africa in 2008.

The executive have been busy behind the scenes dealing with a number of the regulatory requirements for the 2008 World Championships and our connection with CMAS. We are fighting for Underwater Hockey to have a fair voice internationally, and ensure proper regulations for all sanctioned events.

The executive have been working hard to have information available to the public, as such I would like to thank the committee for their great work updating our documents and having them posted and available. We still have a long way to go, there are still documents that need to be brought up to date, and new processes implemented to keep up with the changes of CUGA.

In 2006/7 as president I received well over 800 emails, 665 of which have been saved for future reference. 289 of those messages were from CUGA executive (Jeff Stanhope 44, Margaret Francis 144, Melanie Johnson 98, Heather Lindholm 14) the remaining messages were from Canadian Hockey net, CUGA members and International CUGA business.

The biggest challenges we faced this year were attempting to enforce the CUGA policies and timelines around the World Championship teams. We encountered team managers that refused to pass on information, players paying fees on time, and teams finalizing their roster on time. The Chief de Missions did an amazing job handling all these and more challenges.

The number of motions at this year's AGM proves that more players are willing to get involved in the development of Underwater Hockey in Canada. This energy needs to be harnessed into the creation of Underwater Hockey Committees each with a different focus. Committees need to be created to handle the issues facing our sport, such as:

1. CUGA Nationals Format
2. Youth Development
3. Training and Development
4. Fundraising (Corporate and Personal)

5. Memberships

This year needs to be devoted to the development of hockey, the sport has been relatively stagnant for several year's now, it is time to invest our time to support the growth of new clubs and expand our current membership.

I look forward to sitting on the executive as the past-president to hopefully see some of these new projects and opportunities brought to fruition.

Sincerely,

William Litchfield
President 2005-2007

2006 Treasurers Report

When I took on the role of treasurer in 2005, I did not realize how much work was to be done.

I got most of the books by the end of Oct 2005 and found that for the most part there was little recording of transactions, I basically had the bank statements and some reports to go on.

I spent some time working out the ledgers, but in early 2006 I got notice from the Govt that I had 1 month to send in 3 years financial statements or our status would be stricken from the records.

I got an 2 month extension and had to painstakingly work through the records to put together some sort of financial records that were acceptable. This was couriered to the government and it was accepted.

I was also trying to make sense of the 2004 World accounts which I had thought were resolved but still have some issues that have to be addressed.

I have the accounts up to date and balanced to the bank statements, however any receipts or tax information from the 3 years prior are basically missing.

2006 I spent most of my time dealing with the World teams going to Sheffield.

This was by far the largest contingent and most expensive venture a team has undertaken to date.

Though I tried my best to ensure that all CUGA rules were enforced regarding the team accounts, I still ran into issues with people not getting payment in on time. Some of the payments were received the day before I left for Worlds. In order for the team accounts to run properly and people get their refunds on time, its imperative that CUGA rules be adhered to. No Pay, no Play.

Though I did manage to get $\frac{1}{4}$ of the refunds out within my goal of 6 weeks after Worlds, I had issues with 6 people having money outstanding or bounced cheques that took until 2 weeks before this AGM to resolve. As the team accounts run strictly on funds from the athletes, if even one cheque bounces, there is not sufficient funds to pay out others. In order to pay players back fairly, I did not pay out a full teams refunds, if one of their members was outstanding.

As all cheques have now cleared the bank, and only 1 person is outstanding, I can issues the remainder of refunds which should clear in the next week.

Once the cheques have cleared the bank, then the last remaining issues from 2004 will be resolved. Going forward we have a clean slate to start for 2008 and the above issues should never happen again.

On another note, we have never had an audit done on our books and I had one completed on the 2006 accounts which the report will be attached to this statement when posted to the web.

I recommend that we audit the books on a regular basis.

My goals over the next few months is to tie up any loose ends on the CUGA accounts and make sure that there is a proper method for ensuring that future treasurers have a clear understanding on how the accounts need to be kept.

With the team account topping 120,000.00 dollars for expenses and income, it has become critical that all accounts have proper documentation.

As the 2006 Chef du Mission, as soon as all the accounts have been settled I will be preparing a statement for the entire 2006 Worlds and any recommendations that go with it. This should be out by the end of June.

I sent out 45 days ago to the hockey net a statement that will be going to Rev Canada for our 2006 report. I hope people looked it over.

I have summed up the team accounts above, and will sum up the main account.

All debts from 2003 – 2006 have been paid with the exceptions below.

As of May 4, 2007

Main Account:

Balance of:	\$2705.82
Assets to be deposited	300.00
Liabilities:	(500.00)
Estimated income from 06 Nats:	780.00
Estimated income from 06 Calgary:	1000.00
Estimated expenses (insurance):	(4000.00)
(postage et):	(100.00)
Total Estimated Over/Short	\$175.82

Team Account:

Balance of :	\$5611.89
Assets:	32.33
Liabilities (Refunds 06)	(4008.61)
Liabilities (Refunds 04 estimated)	(1200.00)
Total Estimated Over Short	\$435.61

As a summary, we need to keep looking at ways of generating revenue to ensure that CUGA does not rely on outside help to exit. UHAA had loaned and will be loaning money to cover the insurance which is due in 2 weeks.

I personally do not feel that increasing out membership dues is the answer, but I feel we need to explore ways of increasing the membership and getting more people to buy into the insurance. Currently only 2 clubs are using this resource.

I would like to thank all members who have made life easier by getting their dues in early and hope to see more of that in the future.

Other duties that I completed over the last year was getting our records accessible to the membership. After a lot of work, all the minutes from the last 20 years are now scanned, formatted and on our website. I have added some executive minutes and will be adding anything else I find as it comes along. I am also doing periodic updates on the site, but without a regular source of information coming in to post, this resource will not work. If anyone has records such as information such as tournament results, past Nationals information, Photos, items for the archives, it would be appreciated. All our information used to be passed on from person to person and some of it has been lost. The web is a great resource to store this information and in the future we do not have to worry about people being responsible for storing and keeping this information. I also updated the 2007 membership list.

People have asked for Budgets over the years and they have been provided. To ensure that the budget is in the records for posting, here it is:

CUGA Budget

Expenses

CMAS fee (probably not required in future, but someother fee may replace)	550.00
Insurance	4000.00
Postage/Courier	100.00
Medals (estimated cost per year)	100.00
Web fees (estimated cost per year)	50.00
Referee Courses printing etc	75.00
Misc	125.00
Total Expenses	\$5000.00

Income

Memberships	2500.00
Levies	1800.00
Medal Income	200.00
Referee courses	600.00
Total Income	\$5100.00

Sincerely,
Margaret Francis
Treasurer

2006 CHIEF REFFEREE REPORT

In 2006 I spent a portion of the year working on a standardization system for referees as one of my duties on the World Hockey Commission. I had sent out requests to the more developed hockey countries to send back information on how they trained their referees. It was quite disappointing as I received back limited information, mostly on level one and a bit of level 2. The system we were using here in Canada was one of the most advanced we had. At this time I am still continuing to work on the project with what limited time I have.

There was limited referee training in 2006, however we did have a large level one course aimed at the World teams that was held in Calgary at the Calgary tournament last spring. We need to train up more referees, however we are restricted by lack of people able to teach and most importantly there is a lack of people wanting to learn. To develop to a level 3 with the standards they are looking for at World level now, takes as much training and time as most of our athletes are putting in. There are very few individuals willing to take that time and effort; however we cannot play the game at competitive levels without referees, so we need to get more people interested in this area.

I attended the 2006 World Champs as a referee and found that the referee quality was better than 2000 and 2004, but the ranks of the referees are dwindling, the number of games were increasing and that referees were called upon to do more than they ever have. There also still is a lack of direction and development of referees on the World level, with no set standard of training, which is trying to be addressed.

On a personal note, with change of work responsibilities and health problems I find after 13 years of being Canada's Chief Referee, that I no longer have the time or energy to devote to this position. I have worn too many hats within the hockey community and want to step back from some of my responsibilities.

After consultation with the executive, I have asked Darryl Brambilla to step into the role of Chief Referee. Darryl obtained his level 3 last year and passed his World level certification at the 2006 Worlds. This position is one that needs someone with experience to train and develop referees in Canada and though Darryl has had limited teaching experience, he has the practical experience. I will continue to work with Darryl on the teaching end and let him concentrate on recruitment and development.

I feel confident that Darryl can continue the work that Woody Lee and I started many years ago and wish him well.

Sincerely
Margaret Francis
Chief Referee

2006-2007 Director at large report
Melanie Johnson

1. Facilitated and worked on update of how to host Nationals document with executive member Heather Lindholm and CUGA member Jerrilin Spence – approved by CUGA executive and posted to CUGA website May 2007
2. Chair of the committee for update of the selection – committee members: Martin Tanguay, Cathie Pearson, Tim Minto, Bonny Chan, Myrna Kruger – multiple updates made; posted to the CUGA website May 2007 in English
3. Updated the constitution to include motions passed at the 2006 CUGA AGM and other updates – to be voted on at CUGA AGM 2007
4. Facilitated submission of motions for 2007 CUGA AGM
5. Request for candidates to host Nationals 2008
6. Request for CUGA executive members for positions for election this year:
President and Treasurer