



## Board of Directors Meeting D3-13 November 29 – December 1, 2013 Minutes

**Board Of Directors:**  
 Keith Kaiser – President  
 Jo-Ann Wilson – VP Administration  
 Byron Johnson – VP Communication  
 Nick Sirenko – VP Finance  
 Mike Chaudet – VP Technical  
 Jamie Showers – Central Director –  
 arrived at 10:00  
 Kathy Noxon – Eastern Director  
 Susan Weiskopf – Northeast Director  
 Robert Crandall – Southern Director  
 Peter Westlaken – Western Director  
 Kim Noxon – Athlete Rep  
 Lori Pasanen – Adult Development

**Absent:**  
 Northwest Director – VACANT

**Committee Chairs  
 Or Representatives:**

Rob Evans – Rules Development  
 Kathy McCaw – Coaching Development  
 Kelly Sitland – Membership Services  
 Yvan Belanger – Games and Tournaments  
 Karen Meek – Officiating Development  
 Karen  
 Walter – Sport Development  
 Mary Kaiser – Elite Development

**Professional Staff:** Mike Beaton- Executive Director  
 Jessica Sauvé-Admin Coordinator

Agenda Items	Discussion	Action
1. Roll Call		
2. Adoption of Agenda	<p><b>MOTION D3-13-01 THAT:</b> The Board of Directors approve the Agenda with additions.</p> <p>Moved by: Northeastern            Seconded by: Eastern  <span style="background-color: green; color: black;">Carried</span></p> <p>Additions to the Agenda</p> <ol style="list-style-type: none"> <li>1. Add Barrie Registration Refund to "Old Business" – Rob Crandall</li> <li>2. Add 50<sup>th</sup> Anniversary Badges to "New Business" Kathy Noxon</li> </ol>	
3. Adoption of the Minutes	<p><b>MOTION D3-13-02 THAT:</b> The Board of Directors approve the Minutes from the Sept 27-29, 2013 BOD Meeting.</p> <p>Moved by: Western            Seconded by: VP Tech  <span style="background-color: green; color: black;">Carried</span></p>	
4. Correspondence	<p>4.1 <u>Team Canada – Thank you letters</u></p> <ul style="list-style-type: none"> <li>• The Executive Director presented Thank you letters from Team Canada members; Melissa Findlay, Kaitlyn Youldon and Colleen Hagan.</li> </ul> <p>4.2 <u>Notification of the 2014 Ontario Sport Awards</u></p> <ul style="list-style-type: none"> <li>• The Board was informed that the ORA has one ticket to the Ontario Sport Awards.               <ul style="list-style-type: none"> <li>◦ The Board agreed that the Executive Director should attend the event.</li> </ul> </li> <li>• The Board was informed that the Nominations for the Ontario Sport Awards are due soon.               <ul style="list-style-type: none"> <li>◦ Nomination forms will be distributed to the Regions through the ORA office.</li> </ul> </li> </ul>	The ORA office will distribute the Nomination forms for the Ontario Sport Awards
5. In Camera Session	<p><b>MOTION D3-13-03 THAT:</b> The Board move into an "in Camera Session".</p> <p>Moved by: VP Admin            Seconded by: VP Communication  <span style="background-color: green; color: black;">Carried</span></p> <p><b>MOTION D3-13-05 THAT:</b> The Report on the In Camera Session be accepted.</p>	



**Board of Directors Meeting D3-13  
November 29 – December 1, 2013  
Minutes**

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	<p>Let the minutes show that there were three items in the in camera session.</p> <p>Moved by: Northeast Seconded by: Western <b>Carried</b></p>	
<p>6. Regional Directors Reports</p>	<p><b>MOTION D3-13-06 THAT:</b> The Regional Directors Reports be accepted as received.</p> <p>Moved by: VP Communication Seconded by: Southern <b>Carried</b></p> <p>6.1 Eastern</p> <p>6.2 Northeast</p> <p>6.3 Southern</p> <ul style="list-style-type: none"> <li>• Add to new business – Scheduling of Tournaments</li> </ul> <p>6.4 Western</p>	<p>Membership notice template send out to everyone.</p>
<p>7. Athlete Representative Report</p>	<p><b>MOTION D3-13-07 THAT:</b> The Athlete Representative Rep. be accepted as received.</p> <p>Moved by: Western Seconded by: VP Admin <b>Carried</b></p> <p>A verbal update was provided to the Board:</p> <ul style="list-style-type: none"> <li>• The Athlete Rep is currently working on the budget for the leadership camps. In previous years food had been donated and is not this year so it has to be worked into the budget which is causing the delay.</li> <li>• The Athlete informed the Board that she was a member of the Rose Committee.</li> </ul>	
<p>8. VP Finance</p>	<p><b>MOTION D3-13-08 THAT:</b> The VP Finance Report be accepted as received.</p> <p>Moved by: Athlete Rep. Seconded by: Western <b>Carried</b></p> <p>Discussion</p> <ul style="list-style-type: none"> <li>• Overall the budget looks good at this point in the season.</li> <li>• The VP Finance distributed the current Budget to the Board.</li> <li>• The Board was notified that some Budget line items are approaching or are over their limit.</li> <li>• Committees will have to work with their Chair to receive appropriate approvals for spending over their budgeted limits. <ul style="list-style-type: none"> <li>◦ The Board was reminded that if a Committee is over budget on one line item, funds can not automatically be moved from a different item. Movement of funds needs to be done with all Committees knowledge.</li> </ul> </li> <li>• Items added to the Budget will account for approximately \$8000-10000 in additional spending. With under spending on other areas this should not be a problem.</li> <li>• Two Provincial Tournaments are forecasting losses at approximately \$3000 and \$12000. More details will be provided regarding these forecasts at the February Board meeting.</li> <li>• The VP Finance is concerned that expectations like these are not being flagged sooner.</li> <li>• The Team Ontario budget was submitted by the Elite Committee. There is approximately \$10000 of additional spending that seems to be coming from the ORA that is not address directly in their budget. The VP Finance is going to investigate this further.</li> <li>• Susan Weiskopf asked the Board how funds are allocated in the budget to</li> </ul>	



**Board of Directors Meeting D3-13  
November 29 – December 1, 2013  
Minutes**

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	<p>engage people in the Northwest to do training and sport development.</p> <ul style="list-style-type: none"> <li>o VP Admin will bring this question to the Sport Development Committee for further review.</li> <li>• The Board was informed that Gloucester has decided to use the 50/50 option for their Provincials tournament.               <ul style="list-style-type: none"> <li>o The VP Finance informed the Board that the ORA will formally sit at the budget table for this tournament.</li> </ul> </li> </ul>	
<p>9. VP Technical Adult Elite G&amp;T Coaching</p>	<p>9.1 <u>Adult Development</u></p> <p><b>MOTION D3-13-09 THAT:</b> The Adult Development Report be accepted as received.</p> <p>Moved by: Central Seconded by: Northeast <b>Carried</b></p> <p><b>MOTION D3-13-10 THAT:</b> That the Adult Development Minutes from the Nov. 14th Conference Call be accepted.</p> <p>Moved by: VP Communication Seconded by: Central <b>Carried</b></p> <p><b>MOTION D3-13-11 THAT:</b> The following definition be added to the Adult Development manual to replace the current Definition 1.8.:</p> <p><i>Addition: 1.8 Definition : Affiliation means a player is registered on two Open 18+/Master 30+ TRFs of different skill levels (for example: Open C and Open B; Open B and Open A). The affiliated player must identify the "priority team" before playing.</i></p> <p>Moved by: VP Admin Seconded by: Northeast <b>Carried</b></p> <p><b>MOTION D3-13-12 THAT:</b> The following be added to the definition in 1.8:</p> <p><i>Addition: For third-year U19 Belle players the following exception to the definition applies: A third year U19 player can affiliate to an Open 18+ team of the same skill level (for example U19 Belle B and 18+ B, U19 Belle A and 18+ A).</i></p> <p>Moved by: Southern Seconded by: VP Communication</p> <p>Discussion</p> <ul style="list-style-type: none"> <li>• It was noted that this motion would be in conflict with Membership Services.</li> <li>• The Motion was tabled to the Membership Services committee and Adult and will be brought back to the Board at the February meeting.</li> </ul> <p>Moved: VP Admin <b>Tabled</b></p> <p><b>MOTION D3-13-13 THAT:</b> That the following paragraph as amended be added to the Adult Development manual to define a 'player' for substitution rules Section 3.3.2:</p> <p><i>Addition: A player substituting on an 18+ team at the BB level and lower during a sanctioned event, is defined as: a person who is registered with provincial ringette association; is in good standing with said association; and is eligible to play ringette within that jurisdiction. Proof of which must be supplied to the ADP committee to their satisfaction.</i></p> <p>Moved by: Northeast Seconded by: Central <b>Carried as Amended</b></p>	



**Board of Directors Meeting D3-13  
November 29 – December 1, 2013  
Minutes**

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	<p><b>MOTION D3-13-14 THAT:</b> That the following paragraph be added to the Adult Development manual to define player for affiliation rules Section 1.8.2: Under the Adult affiliation rules a 'player' is defined as:</p> <p><i>Addition: A person who is registered with a local, regional, provincial and/or federal ringette association; is in good standing with said association; and is eligible to play ringette within that jurisdiction. Proof of which must be supplied to the ADP committee to their satisfaction.</i></p> <p>Moved by: Northeast            Seconded by: Central  <b>Withdrawn</b></p> <p>9.2 <u>Elite Development</u></p> <p><b>MOTION D3-13-15 THAT:</b> The Elite Development Report be accepted as received.</p> <p>Moved by: VP Admin            Seconded by: Northeast  <b>Carried</b></p> <p>Discussion</p> <p>Mary Kaiser distributed an additional report from Team Canada:</p> <ul style="list-style-type: none"> <li>• It was suggested that the President, VP Finance and Executive Director meeting off line to review the report.</li> </ul> <p><b>MOTION D3-13-16 THAT:</b> That the Board approve an increase in budget to buy the recommended red embroidered jackets.</p> <p>Moved by: Athletic Rep.</p> <p>Seconded: Northeast  <b>Carried</b></p> <p>Noted that the VP Finance was opposed to this Motion</p> <p>Discussion</p> <ul style="list-style-type: none"> <li>• Elite has requested approval to purchase jackets which will come to approximately \$2000 over the previously budgeted amount.</li> <li>• Elite presented two different jackets for board to choose and approve for purchase.</li> <li>• These jackets are warmer than previously purchased jackets.</li> <li>• The price includes embroidery and tax.</li> <li>• The VP Finance informed the group that the purchase of the warmer jackets will result in the ORA going into a deficit position.</li> </ul> <p>9.3 <u>Games and Tournaments</u></p> <p>There was no G&amp;T report submitted.</p> <p>9.4 <u>Coaching Development</u></p> <p><b>MOTION D3-13-17 THAT:</b> The Coaching Report be accepted as received.</p> <p>Moved by: VP Tech            Seconded by: Central  <b>Carried</b></p> <p>Further to the report:</p> <ul style="list-style-type: none"> <li>• The group was informed of a CI Clinic that was run at same time as a Goalie Clinic.               <ul style="list-style-type: none"> <li>◦ It was agreed that the joint clinics are a good idea and availability should be investigated.</li> </ul> </li> </ul>	



**Board of Directors Meeting D3-13  
November 29 – December 1, 2013  
Minutes**

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10. VP Administration Officiating Membership Rules Sports	<p>10.1 <u>Officiating</u></p> <ul style="list-style-type: none"> <li>The Board was informed that the logistics for transporting Officials to North Bay has been clarified and that the Instructors clinic was under budget.</li> </ul> <p>10.2 <u>Membership</u></p> <p>There were no Motions from Membership.</p> <p>10.3 <u>Rules Development</u></p> <p><b>MOTION D3-13-18 THAT:</b> Ontario Ringette accept the recommendation of the Rules Committee and Reply on the form be provided that Ontario Ringette supports the following rule change:</p> <p><i>The shot clock shall be reset to 30 seconds when the on-ice official has deemed the ring to be playable, after the ring has crossed, untouched, over both blue lines. The on-ice official shall deem the ring playable by signaling All Clear and commanding "Play".</i></p> <p><i>Note: Control of the ring upon the reset shall be of the team that was eligible to play the ring prior to the "All Clear" signal (defending zone (team)).</i></p> <p>Moved by: VP Admin            Seconded by: Athlete Rep  <b>Carried</b></p> <p>10.4 <u>Sport Development</u></p> <ul style="list-style-type: none"> <li>The Board was informed that complaints have been received regarding the Skills Matrix videos being hard to locate on the ORA website.               <ul style="list-style-type: none"> <li>The YouTube link has been moved to the Sport Development page under the Sport Matrix section.</li> </ul> </li> </ul> <p><b>MOTION D3-13-19 THAT:</b> The Officiating, Rules Development and Membership Reports be accepted as received.</p> <p>Moved by: Central            Seconded by: Western  <b>Carried</b></p>	VP Technical left the meeting at 10:30.
11. VP Communications	<p>11.1 <u>Social Media Policy</u></p> <p><b>MOTION D3-13-20 THAT:</b> The Board approve the Social Media Report as received.</p> <p>Moved by: VP Communication            Seconded by: VP Admin</p> <p>Discussion</p> <ul style="list-style-type: none"> <li>It was noted that due to legal ramifications the reporting process for Social Media needs to be developed.</li> </ul> <p>Friendly amendment – Reporting will be directed through the ORA office.</p> <ul style="list-style-type: none"> <li>It was brought to the Boards attention that the version of the Social Medial policy presented to the Board was not the current version.</li> <li>The Board requested that the policy be tabled to the January meeting to allow for proper time to review the policy.</li> </ul> <p>Moved by: Western  <b>Tabled</b></p>	



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November 29 – December 1, 2013  
Minutes**

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	<p>11.2 <u>Website Redevelopment</u></p> <ul style="list-style-type: none"> <li>The Board was informed that there have been complaints that the website is difficult to navigate.</li> <li>The VP Communications suggested that the ORA put out an RFP to upgrade the website.</li> </ul> <p><b>MOTION D3-13-21 THAT:</b> The Board recommend to the Finance Committee to approve \$1000 for developing an RFP to upgrade the ORA website.</p> <p>Moved by: VP Communications Seconded by: VP Western <b>Carried</b></p> <p>Discussion</p> <ul style="list-style-type: none"> <li>The VP Finance noted that the \$1000 would come from the reserve fund.</li> </ul> <p>11.3 <u>Privacy Concerns</u></p> <ul style="list-style-type: none"> <li>The Board was informed that player names and telephone numbers were posted on Google Docs. The posted information was not locked and could be altered by anyone who signed into the account.</li> <li>Google Docs has been used to post scores and to gather information outside the ORA procedures.</li> <li>It was agreed that approval must be received before information is posted and scores need to be read only.</li> </ul> <p>11.4 <u>Email Server</u></p> <ul style="list-style-type: none"> <li>The Board was informed that previous problems with the ORA server have been addressed. The second ORA domain name had not been renewed and was brought back online once the fee was paid.</li> </ul>	
<p>12. Executive Committee</p>	<p><b>MOTION D3-13-22 THAT:</b> The following change be made in By-Law #6:</p> <p><i>The Chair shall be appointed for a 2 year term by the President upon ratification of the Board of Directors by June 30th. Odd years would appoint chairs of Membership, Rules, Sport, and Games and Tournaments. Even years would appoint chairs of Officiating, Coaching, Adult, and Elite.</i></p> <p>Moved by: Northeast Seconded by: Central <b>Carried</b></p> <p><b>MOTION D3-13-23 THAT:</b> The following change be made in By-Law #6:</p> <p><i>The Executive committee and any member thereof is a member of any committee of the Corporation ex-officio and ex-officio is right of membership by position. An ex-officious member, on attendance, has all the rights, prerogatives and responsibility of any other Committee Member, except holding a vote in the Committee, unless specifically noted otherwise, except the right to vote.</i></p> <p>Moved by: Northeast Seconded by: VP Communication <b>Carried</b></p> <p><b>MOTION D3-13-24 THAT:</b> The following change be made to By-Law #6:</p> <p>Old: "Hall of Fame Committee".</p> <p>New: "Volunteer Recognition Awards Committee"</p> <p>Moved by: VP Admin Seconded by: Western <b>Carried</b></p>	



**Board of Directors Meeting D3-13  
November 29 – December 1, 2013  
Minutes**

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	<p><b>MOTION D3-13-25 THAT:</b> Sections in By-Law #6 concerning the committees noted be moved to Sport Development section #15 Orientation Guide to include with what is already there. 6.10, to add new "s well as any additional committees set up by the Board of Directors."</p> <p>Moved by: Northeast Seconded by: Central <b>Carried</b></p> <p><b>NOTE: All bylaw changes will be ratified at the AGM and will be enacted immediately.</b></p> <p><b>MOTION D3-13-26 THAT:</b> That the minutes of the October 17<sup>th</sup> and October 23<sup>rd</sup> Executive Committee Conference Call be approved.</p> <p><b>Withdrawn</b></p> <p><b>MOTION D3-13-27 THAT:</b> That the ORA Board of Directors ratify the Executive Committee Motion to accept Western University as an Adult Independent Association.</p> <p>Moved by: VP Admin Seconded by: Eastern <b>Carried</b></p>	
13. Standing Committee Review	<p><b>MOTION D3-13-28 THAT:</b> The Board accept the reports of the VP Administration, VP Technical, VP Communication and Executive Committee as received.</p> <p>Moved by: Northeast Seconded by: Western <b>Carried</b></p>	
14. Presidents Report	<p><b>MOTION D3-13-29 THAT:</b> The Presidents Report be accepted as received.</p> <p>Moved by: Central Seconded by: Western <b>Carried</b></p>	
15. Executive Director	<p><b>MOTION D3-13-30 THAT:</b> The Executive Directors Report be accepted as received.</p> <p>Moved by: Western Seconded by: Central <b>Carried</b></p> <p>Supplement</p> <ul style="list-style-type: none"> <li>• The registration process is on-going.</li> <li>• Geraldton has registered 32 players after 2 years with no registration.</li> <li>• Barrie registered 32 players on their first year as a restored association.</li> <li>• There has also been some interest in the Far North.</li> <li>• The ORA has been approached by a company that can clean up unclaimed bank accounts that have been inactive for 10+ years. There is a potential for approximately \$5200 to be returned to the ORA before the consultant fee.</li> <li>• Canada Winter Games – ORA was asked for feedback on meaningful competition and sport development.</li> <li>• The ORA is investigating options to enter a U19 Team at the Canada Winter Games event.</li> <li>• The Board was asked for suggestions for how nominees for the 2014 Canada Games Apprenticeship Coach program should be selected.</li> <li>• The Executive Director will attend the Sports Market Place Networking Event as the ORA representative.</li> </ul>	
16. Old Business	<p>16.1 <u>Integration of Co-ed into Ringette</u> – Mike Beaton</p> <ul style="list-style-type: none"> <li>• Carried forward from the last meeting</li> <li>• Currently on the February Sport Development Agenda</li> </ul>	



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November 29 – December 1, 2013  
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	<p>16.2 <u>2014 AGM Preparation</u> – Jo-Ann Wilson</p> <ul style="list-style-type: none"> <li>• The Board was informed that the AGM Committee is looking for suggestions for workshops that will boost attendance.               <ul style="list-style-type: none"> <li>◦ Seminar suggestions: concussions, marketing, Not-for-Profit Act, BFL Insurance</li> </ul> </li> </ul> <p>16.3 <u>Volunteer Recognition</u> – Jo-Ann Wilson</p> <ul style="list-style-type: none"> <li>• Reminder to start looking for nominations</li> </ul> <p>16.4 <u>Officiating growth and mentoring</u> – Keith Kaiser</p> <ul style="list-style-type: none"> <li>• Chairs were sent a reminder after the September Board meeting regarding Officiating growth and development.</li> <li>• It was suggested that Officials Training could be mandatory for some age groups. At the very least to get them acquainted with the rules and officiating process.</li> </ul> <p>16.5 <u>Board Attendance at Worlds in North Bay</u> – Susan Weiskopf</p> <ul style="list-style-type: none"> <li>• The ORA has been allotted 8 tickets.</li> <li>• The Board was asked who was planning on attending (Peter Westlaken, Mike Chaudet, Rob Crandall, Keith Kaiser and Mary Kaiser)</li> </ul> <p>16.6 <u>Review of Purchasing of jackets for the Standing Committees</u></p> <ul style="list-style-type: none"> <li>• Had been brought to the Finance committee</li> </ul> <p>16.7 <u>Reserve fund for Team Canada Athletes</u></p> <ul style="list-style-type: none"> <li>• VP Finance to present concepts and options at the February Board meeting.</li> </ul> <p>16.8 <u>Increase to mileage and meal rates for expense claims</u></p> <ul style="list-style-type: none"> <li>• Executive Director to investigate the ORA rates compared to similar sports organizations.</li> </ul> <p>16.9 <u>Barrie request for funding for registration fee</u> – Rob Crandall</p> <ul style="list-style-type: none"> <li>• Barrie's Membership fee and Registration dues will be refunded as per the Operating Manual.</li> </ul>	
17. New Business	<p>17.1 <u>Constitution Draft</u> – Jo-Ann Wilson</p> <ul style="list-style-type: none"> <li>• The Draft revisions of the Constitution were presented to the Board.</li> <li>• Next Steps:               <ul style="list-style-type: none"> <li>◦ Clean up other committee structures</li> <li>◦ Clarify expectations and guides for the Committee, Nominations and Motions</li> </ul> </li> </ul> <p>17.2 <u>Hotel Recommendation</u> – Mike Beaton</p> <ul style="list-style-type: none"> <li>• CSTT has provided two options for future Board meetings. The</li> <li>• Executive Director and the VP Communications prepared a comparison for each option and presented them to the group.</li> <li>• Based on the comparison and past experiences, the Executive Director will request that future (Toronto) Board meetings are held at the Westin Bristol Place.</li> </ul> <p>17.3 <u>Concerns with the New Travel Company CSTT</u> – Kathy Noxon</p> <ul style="list-style-type: none"> <li>• Kathy Noxon expressed concern surrounding the release of the hotel rooms for the AA and U12 Events.               <ul style="list-style-type: none"> <li>◦ If there are any concerns with the room release the Board was asked to direct them to the ORA office.</li> </ul> </li> <li>• Concerns with flights               <ul style="list-style-type: none"> <li>◦ The Executive Director has had a conversation with Tylor (the account Manager) regarding expectations for flights and other travel arrangements.</li> </ul> </li> </ul> <p>17.4 <u>Board Expectations of the Committee Chairs at Board Meetings</u> – Kathy Noxon</p> <ul style="list-style-type: none"> <li>• The Board discussed if Standing Committee Chairs should attend every Board meeting considering VP's may not have a full understanding of the Standing Committee meetings.</li> </ul>	



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November 29 – December 1, 2013  
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	<ul style="list-style-type: none"> <li>• At this time Standing Committee Chairs are asked to come to the Board meetings but are not required to attend.</li> </ul> <p>17.5 <u>Communication</u> – Kathy Noxon</p> <ul style="list-style-type: none"> <li>• Concern was raised regarding the time it takes for decisions made at Board meetings to be distributed.</li> <li>• News Flashes can be used to distribute important decisions or changes at Board meetings.</li> </ul> <p>17.6 <u>Rushing the Agenda</u> – Kathy Noxon</p> <p>17.7 <u>50<sup>th</sup> Anniversary Crests</u> – Kathy Noxon</p> <ul style="list-style-type: none"> <li>• There are 300 crests remaining. It was suggested that these are distributed to the players at the Worlds Championship.               <ul style="list-style-type: none"> <li>◦ The Board agreed with this suggestion.</li> </ul> </li> <li>• It was noted that the original request to purchase crests included an opportunity for ORA to make a profit form extras.</li> </ul> <p>17.8 <u>Tournaments</u> - Rob Crandall</p> <ul style="list-style-type: none"> <li>• Concern was raised regarding the assignment of tournaments and the number of slots in each division.</li> <li>• It is a concern that Associations are able to pick the biggest tournaments to attend, leaving the smaller tournaments struggling to fill slots and be profitable.</li> <li>• It was suggested that the larger tournaments should be required to charge more and the smaller ones should charge less to help bring back a balance of supply and demand.</li> <li>• Concern was also raised surrounding the requirements for Associations to participate in tournaments outside their region. The new process has only been in place for one year, give it more time to see if it is going to work.</li> </ul>	
18. Next Meeting	<ul style="list-style-type: none"> <li>• February, 14th – 16th, 2014               <ul style="list-style-type: none"> <li>◦ To include a moderated session on the new corporate Not-For-Profit act.</li> </ul> </li> <li>• May, 2nd – 4th, 2014</li> <li>• AGM – May 30th – June 1st, 2014</li> </ul>	
19. Adjournment	The D3-13 meeting was adjourned at 3:00 pm.	