



**NIGHT HOOPS
BASKETBALL
SOCIETY**

President

Denise Coutts

Vice President

Greg Keenan

Secretary

Jessica Land

Treasurer

Sheri-Lynne Evans

Past President

Booth Palmer

Directors

Randy Bell

Paul Eberhardt

Gabe Garfinkel

Emilio Godoy

Steve Mawhinney

Dick Woldring

Program Manager

Steve Anderson

Telephone

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Mailing Address

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Vancouver, BC
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Website

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Mission

Connecting youth
and community

ANNUAL GENERAL MEETING

Thursday, May 12, 2011 ~ 4:30 pm

Kensington Community Centre

5175 Dumfries Street, Vancouver, BC

**NOTICE OF ANNUAL GENERAL MEETING
AGM AND BOARD MEETING AGENDAS
AGM AND BOARD MEETING MINUTES**



NOTICE OF ANNUAL GENERAL MEETING
OF
NIGHT HOOPS BASKETBALL SOCIETY

NOTICE IS HEREBY GIVEN that the Annual General Meeting of the NIGHT HOOPS BASKETBALL SOCIETY (“the Society”) will be held:

ON: THURSDAY, MAY 12, 2011 at 4:30 pm
AT: Kensington Community Centre
5175 Dumfries Street, Vancouver, BC

FOR THE PURPOSES OF:

1. Approving the Minutes of the Annual General Meeting held May 13, 2010
2. Receiving and considering the Annual Report of the Board of Directors
3. Receiving and considering the Financial Statements of the Society for the year ended March 31, 2011
4. Receiving the reports of the Committees of the Board of Directors
5. Electing Directors in accordance with the Bylaws
6. Transacting such other business as may properly come before the meeting.

DATED AT VANCOUVER, PROVINCE OF BRITISH COLUMBIA, THIS 28th DAY OF APRIL, 2011.

BY ORDER OF THE SECRETARY

Jessica Land

NIGHT HOOPS BASKETBALL SOCIETY

Annual General Meeting of the Members of the Night Hoops Basketball Society

May 12, 2011 ~ 4:30 pm

Kensington Community Centre – 5175 Dumfries Street, Vancouver

A G E N D A

- | | |
|---|---------------------------------------|
| 1. Call to Order | <i>Denise Coutts</i> |
| 2. Acceptance of the Agenda | <i>Denise Coutts</i> |
| 3. Approval of the Minutes of the Annual General Meeting held May 13, 2010 | <i>Denise Coutts</i> |
| 4. Receipt and Approval of the Financial Statements of the Society for the year ended March 31, 2011 | <i>Sheri Evans</i> |
| 5. Election of the Directors of the Society | <i>Jessica Land</i> |
| 6. Presentation of Reports <ul style="list-style-type: none">• Program Manager• Program Coordinator | <i>Steve Anderson
Chad Cowles</i> |
| 7. Receipt of the Reports for 2010/11 | <i>Booth Palmer</i> |
| 8. Other Business | |
| 9. Next Meeting Date and Adjournment | <i>Denise Coutts</i> |

Board Meeting to follow.

Special thank you to Booth Palmer for hosting the meetings.

NIGHT HOOPS BASKETBALL SOCIETY

Minutes of the Annual General Meeting – May 13, 2010

LOCATION Kensington Community Centre - 5175 Dumfries Street, Vancouver

PRESENT Denise Coutts, President Booth Palmer, Past President
Sheri Evans, Treasurer Jessica Land, Secretary
Paul Eberhardt, Director Emilio Godoy, Director
Greg Keenan, Director Steve Mawhinney, Director

ALSO PRESENT Steve Anderson, Program Manager
Chad Cowles, Program Coordinator

REGRETS Randy Bell, Director
Dick Woldring, Director
Mitra Tshan, Girls League Coordinator

MEETING CALLED TO ORDER AND SECRETARY APPOINTED

Denise Coutts acting as Chair called the meeting to order at 4:45 pm and welcomed everyone to the Annual General Meeting of the members of the Night Hoops Basketball Society. She noted that Steve Anderson, Program Manager and Chad Cowles, Program Coordinator are also in attendance today and that regrets were received from the following members, Randy Bell and Dick Woldring; and Mitra Tshan, the Girls League Coordinator. Denise added that Steve Mawhinney will be attending but will be a few minutes late.

Denise stated that with the consent of the meeting, she will appoint Jessica Land as Secretary of the meeting and called the meeting to order. She reported that the Notice of the Meeting was circulated electronically and was also included in the AGM Meeting Package.

Denise noted that a quorum for a meeting of members of the Society is 3 members and declared a quorum of members to be present and that the meeting is regularly and duly called and is now ready for the transaction of business.

ACCEPTANCE OF AGENDA

Denise stated that the first item of business is the acceptance of the Agenda for the Annual General Meeting of the Society and noted that she will entertain a motion that the Agenda be accepted as presented.

It was moved, seconded (Land/Keenan) and unanimously carried to accept the Agenda as circulated.

APPROVAL OF MINUTES OF 2009 AGM

Denise stated that the next item of business is the approval of the minutes of the Annual General Meeting held on May 11, 2009 and reconvened on October 15, 2009. She noted that a copy of both sets of minutes were included in the AGM Package distributed and added that she will entertain a motion that the Minutes be approved as presented.

It was moved, seconded (Land/Evans) and unanimously carried to approve the Minutes as circulated.

RECEIPT AND APPROVAL OF FINANCIAL STATEMENTS

Denise called upon Sheri Evans, Treasurer, to present the financial statements of the Night Hoops Society dated March 31, 2010. She noted that a copy of the financial statements was included in the AGM Package and additional copies are available.

Following the report from Sheri, Denise asked for a motion that the financial statements be received and approved for the 2009/10 fiscal year as presented and that Sheri Evans, Treasurer, and Denise Coutts, President, be authorized to sign the financial statements on behalf of the Board of Directors.

It was moved, seconded (Eberhardt/Palmer) and unanimously carried to approve the Financial Statements as presented.

ELECTION OF DIRECTORS

Denise thanked Sheri and stated that under the Bylaws of the Society, all Directors are deemed to have resigned at the Annual General Meeting but are eligible for re-election. She reported that she polled all of the Directors by email to determine their interest in serving on the Board again as a Director until the next Annual General Meeting and heard back with affirmative responses from everyone except Cindy Crapper and Rajprit Mander.

Denise called upon Jessica Land to nominate the Directors and Jessica stated that she nominates as Directors of the Night Hoops Basketball Society: Randy Bell, Denise Coutts, Paul Eberhardt, Sheri-Lynne Evans, Emilio Godoy, Greg Keenan, Jessica Land, Steve Mawhinney, Booth Palmer, and Dick Woldring.

Denise asked for a motion that the 10 persons nominated by Jessica be elected Directors of the Society to hold office until the next Annual General Meeting or until their successors are elected or appointed, subject to the provisions of the Society's Constitution and By-Laws.

It was moved, seconded (Land/Godoy) and unanimously carried to elect the Directors as nominated.

Denise declared the following persons to have been elected as Directors of the Society: Randy Bell, Denise Coutts, Paul Eberhardt, Sheri-Lynne Evans, Emilio Godoy, Greg Keenan, Jessica Land, Steve Mawhinney, Booth Palmer, and Dick Woldring.

Denise thanked Jessica and offered her congratulations and a big thank you to the 2010/2011 Board of Directors.

PRESENTATION OF REPORTS

Denise noted that there are several reports that will be brought before the meeting and called upon Steve Anderson, Program Manager, to provide his report. Steve spoke to his report as circulated.

Denise thanked Steve and then asked Chad Cowles, Program Coordinator, to provide his report.

RECEIPT OF THE REPORTS FOR 2009/10

Denise thanked Chad for his report and commented that from the two staff reports just given, we had a very successful program in 2010. She further stated that it is obvious during these tough economic times, we, as an organization had to "do more with less". Denise thanked Steve and Chad for their reports and acknowledged the hard work, commitment and passion of all of the staff, league coordinators, coaches, officials and other dedicated volunteers that contributed to making the program such a success again this

year. She commented that she sincerely hopes that we can grow the capacity of our organization and our ability to sustain the Night Hoops basketball program.

With these two themes – capacity-building and sustainably – Denise called upon Booth Palmer, Past President, to reflect on this year's program and the recommendations made in the two reports today, and also offer his insights into how we can make the program sustainable for the future in terms of acquiring the required fiscal, human and physical resources.

Booth provided his remarks to the group and Denise asked for a motion to accept the Program Manager and Program Coordinator Reports.

It was moved, seconded (Palmer/Eberhardt) and unanimously carried to accept the Reports as presented.

Denise reported that normally, as part of the AGM, we receive the reports of the Committees of the Board of Directors. She commented that it is hoped that as part of the process to develop our Tactical Work Plan for 2010/2011 we can identify where committees are needed and get these in place so that at next year's AGM we will be hearing reports from our committees. Denise added that it would be nice to be able to combine the information from our staff reports into an Annual Report for 2011.

OTHER BUSINESS

Denise reported that there are no items under Other Business that will be brought before this meeting.

ADJOURNMENT

Denise stated that this concludes the business brought before the meeting. She declared, that if there are no objections, that the meeting will be adjourned.

Denise advised the group that a 10-minute break will be taken and that a brief meeting of the Board of Directors will be conducted to review the 2010/2011 draft Budget and to appoint the Officers of the Society.

Jessica Land, Secretary

NIGHT HOOPS BASKETBALL SOCIETY

Board of Directors Meeting

May 13, 2011 ~ to follow the Annual General Meeting
Kensington Community Centre – 5175 Dumfries Street, Vancouver

A G E N D A

- | | |
|---|--------------------------------------|
| 1. Call to Order | <i>Denise Coutts</i> |
| 2. Acceptance of the Agenda | <i>Denise Coutts</i> |
| 3. Approval of the Minutes of the Board Meeting held January 27, 2011 | <i>Denise Coutts</i> |
| 4. Approval of the April 2011 Financial Statements | <i>Sheri Evans</i> |
| 5. Review and Approval of the 2011/2012 Budget | <i>Sheri Evans/
Booth Palmer</i> |
| 6. Appointment of the Officers of the Society | <i>Jessica Land</i> |
| 7. Other Business <ul style="list-style-type: none">• Banking Resolution (re: Signing Officers) | <i>Booth Palmer</i> |
| 8. Next Meeting Date and Adjournment | <i>Denise Coutts</i> |

NIGHT HOOPS BASKETBALL SOCIETY

Minutes of the Board Meeting – January 27, 2011

LOCATION	Kensington Community Centre 5175 Dumfries Street, Vancouver	
PRESENT	Denise Coutts, President Greg Keenan, Vice President Jessica Land, Secretary Paul Eberhardt, Director	Sheri Evans, Treasurer Booth Palmer, Past President Dick Woldring, Director Gabe Garfinkel, Director
ALSO PRESENT	Steve Anderson, Program Manager Lindsay Anderson, Girls Coach	Chad Cowles, Program Coordinator Oliver Lee, Boys Coach (arrived at 5:15p)
REGRETS	Steve Mawhinney, Director Emilio Godoy, Director	Randy Bell, Director Mitra Tshan, Girls League Coordinator

MEETING CALLED TO ORDER

Denise Coutts, Chair, called the meeting to order at 4:45 pm, welcomed everyone to the January Board Meeting, and asked that people quickly introduce themselves and state their affiliation with Night Hoops. It was noted that Lindsay Anderson is attending her first meeting and will continue to attend future Board meetings as a Coach Representative.

ACCEPTANCE OF AGENDA

Denise asked if there were any further additions to the Agenda and hearing none, the Agenda was accepted as circulated.

APPROVAL OF MINUTES OF SEPTEMBER 23, 2010 BOARD MEETING

Denise noted that the next item of business is the approval of the Minutes of the Board Meeting held on September 23, 2010. She asked for a motion to approve the Minutes as presented. There were no amendments to the minutes as presented.

MOTION

It was moved and seconded (Evans / Palmer) and unanimously carried to accept the Minutes of September 23, 2010.

2010/2011 PROGRAM UPDATES

Program Manager

Steve Anderson distributed the Program Manager's Mid-Season Report and gave an overview on the following topics: Staffing / Volunteers, League Status / Expansion, Coach Training, Special Events, Championship Event, Fundraising and Sponsorship and Insurance.

Discussion followed on the online *Respect in Sport training* and it was agreed by the group that this type of training is valuable and that all Night Hoops coaches should take the training.

Action: Steve. Anderson is to investigate the logistics of payment for the Respect in Sport training and report back to the Board.

Discussion on the Championship Event followed and Steve noted that the committee is considering having a 3-on-3 tournament prior to the event. Denise suggested that the committee meet again to iron out the logistics for the event which is being held on April 16, 2011 at Britannia Community Centre. Steve inquired if the group had any suggestions for possible speakers and Denise suggested Tessa Beauchamp and Mitch Berger and Lindsay suggested Carling Muir as a possible speaker. Further discussion followed on recognizing the founders of the Night Hoops program at the event and while the committee will be tasked with developing the logistics further, the Board supported, in principle, recognizing the “founders” or “builders” of the program.

MOTION

It was moved and seconded (Palmer / Woldring) and unanimously carried that a “Builders Award” will be presented to Gordon Hogg at the Championship Event.

Program Coordinator

Chad Cowles distributed the Program Coordinator Report and gave an overview on the following topics: Hoop-Law Tournament, Pre-Season Jamboree, League Status, Inventory, Website Development, SFU Practicum Student and Open Road Auto Group.

Chad introduced Oliver Lee to the group, noting that he is both a Boys Coach with Night Hoops and an employee of Open Road Auto Group. Oliver noted that the Open Road Auto Group Cares Organization has funding that they are looking to donate and has arranged for Night Hoops to make a pitch for sponsorship on Friday, February 4. Following discussion, it was agreed that a small team comprised of staff (most likely Steve and Chad) and a Board Members (probably Denise) will make the presentation.

DIRECTOR AND COMMITTEE REPORTS

Coaches

Paul Eberhardt stated that he thought a Newsletter would be beneficial to the Night Hoops coaches. He added that he would be willing to come out to practices and games to help mentor the coaches.

Dick Woldring suggested that Night Hoops and MoreSports may want to consider sharing coach resources especially for training in addition to the referral of trained coaches from MoreSports to the Night Hoops program.

Officials

As Steve Mawhinney was unable to attend the meeting, an update on officials was not provided. Steve Anderson described the Pink Whistle Campaign – a fundraiser for cancer research – to the group. Discussion followed as Steve Anderson wanted to know to what extent Night Hoops wanted to be involved and it was suggested that a link to the campaign be put on the Night Hoops website.

Championship Event

Gabe Garfinkel referred the group to the Championship Event Committee Meeting notes that were distributed. Dick suggested that a “blurb” be sent to Perry’s Prospects to see if they would like to

cover the event and discussion followed with Gabe offering to help produce and distribute some media releases for Night Hoops.

2010/2011 FINANCIAL UPDATE

Financial Statement/Budget Review

Sheri Evans referred to the January 2011 Financial Statements that had been handed out to the group. She reviewed the Income Statement and noted that the organization has \$25,000 currently in the bank, which does not include the Hoop Law or ProMOTION Plus funding. She concluded her report by saying that essentially Night Hoops is running very close to its budget at this time.

Fundraising

Jessica Land informed the group that the Canadian Tire rep is going to be in town in February and Greg Keenan agreed to contact Glenn McLean. Greg noted that he will be applying to The Keg Spirit Fund and stated that this could be a good match for the *Respect in Sport* training program for the coaches. Lindsay added that she has a contact at one of the law firms who might have some funding that we could access and that she will forward contact info to Steve Anderson.

NEXT MEETING DATE AND ADJOURNMENT

Succession Planning / Nominating Committee

Denise checked the time and noted that the meeting had gone overtime and that, as a group, we did not have time to address some important issues leading up the Annual General Meeting. She circulated a copy of a draft document that she had been working on as a starting point for the organization to create its 5 year Strategic Plan.

Denise noted that she reviewed a number of Strategic Plans from other sport and non-profit organizations and because of our limited resources, attempted to identify key strategic or focus areas that other organizations were using in their plans. As a result, Denise stated that she came up with 7 key areas and corresponding goals for each area for Night Hoops, including:

1. **ACCOUNTABILITY:** Model the values and practices of an effective, efficient and ethical non-profit organization.
2. **ADVOCACY:** Provide a proactive voice in support of sport and physical activity opportunities for at-risk youth in the lower mainland and in BC.
3. **TRUST:** Ensure that the Night Hoops Basketball Society is the trusted “go to” organization regarding basketball programs and program-related resources for at-risk youth.
4. **LEADERSHIP:** Ensure that the Board, Standing and Ad-hoc Committees, and Staff roles of the Night Hoops Basketball Society and its Night Hoops Basketball Program are consistently filled with qualified and committed individuals.
5. **PUBLIC RELATIONS:** Promote and market the activities and outcomes of the Night Hoops Basketball Society and its Night Hoops Basketball Program in the community.
6. **PARTNERSHIPS:** Deliver programs and services that advance the mandate of the Night Hoops Basketball Society and its Night Hoops Basketball Program and support the mandates of its key partners.

7. **SUSTAINABILITY:** Develop the fiscal, human and physical resources required to sustain the Night Hoops Basketball Society and Night Hoops Basketball Program for the long term.

Denise asked the group to review the 7 draft focus areas and corresponding goals and provide any feedback or suggestions to her by email by March 31st.

Denise further added that we need to create a Nominating Committee that will have oversight for recruiting new board members. She asked Booth, in his capacity as Past President, to chair this committee and Booth agreed.

Annual General Meeting – Date, Time and Location

Denise thanked Booth and reminded the group that the next AGM and Board Meeting will be held on May 12, 2011. Discussion followed and it was suggested that we try to make the AGM a special event this year to celebrate 15 years of operation. Steve Anderson suggested that he might be able to see if his student volunteers can take on the task of helping plan a larger event. As a result, Denise noted that the location and time of the AGM will be confirmed at a later date.

Denise thanked the Board and staff for attending today's meeting.

The meeting was adjourned at 6:40 pm.

Jessica Land, Secretary

