

CANADIAN RACING PIGEON UNION INCORPORATED
DIRECTORS MEETING
April 18th, 2010 , 9:00am
C.R.P.U. HEAD OFFICE, TILLSONBURG, ONTARIO

Present : M. van der Jagt, N. Oud, V. Radoman, J. Stevenson, O. Devries M. Collins
Absent: R. Hastie

FINANCIALS: N. Oud informs the Directors that the new bank account is open. M. Collins informs there will be a transfer period with two accounts until all cheques are cashed from the old account.

ACTION: M. Collins and N. Oud will look into GIC information prior to moving the GIC's which become due in June 2010.

MOTION: N. Oud seconded by J. Stevenson the General account of the CRPU in the amount of \$73,737.01 including cheque #4003 to up to cheque #4076 from Jan 21 to April 17th be approved and paid.
CARRIED

ACTION: M. Collins will supply Directors a quarterly financials for regular meetings.

N. Oud suggests maybe a change of accountant may be beneficial to the organization Discussion on looking for a local accountant and pro's and con's.

ACTION: N.Oud to investigate into this for a future meeting.

M. van der Jagt discussed using an informational template for adding items to the agenda called BOD agenda items. Mike will email to all directors.

BYLAWS: M. van der Jagt discusses that issues can be caused when municipalities tell people wrong bylaw information. This misguided information from municipalities can cause CRPU to lose potential members. This can be resolved by finding out how the council views the pigeon bylaw in your area and educating the municipalities can gain your local club members.

AWARDS: N. Oud informs that the awards are almost working properly. There was a brief discussion about switching from Win Bird to, Win Speed, it is thought that this will resolve many of the current issues including the conflicts experienced with the new 64 bit computers. This will be addressed for the 2011 season.

WEBSITE/DATABASE:

The Directors discuss it will be very important for combine secretaries to upload combine races using a different sign in name if they also upload club results. This will stop several uploading issues with the race results to the database.

LOFT NAMES: Director's discuss that in the future a joint registration loft will need an identification number or code. This will give each joint registered loft name a unique number or code.

IPM: International Plowing Match (September 21-25th 8:50 – 5:00pm daily) – CRPU has been asked to participate in the opening Ceremonies, a possible way to participate would be similar to the release of the doves at the opening ceremony of the Olympics. This will be further investigated by the IPM and will be reported back to the CRPU. The CRPU has also been asked to contribute as a sponsor, the cost would be somewhere in the \$500.00 range. Steve Welsh has also made a recommendation that the CRPU rent an indoor space to set up an exhibit at a cost of \$682.50, plus GST (ancillary costs may apply). He suggests producing a small scale open loft to show how a larger loft would look with the electronic trap installed. A release could be scheduled daily, weather permitting at the end of each day. He also proposed that posters with information about the use of the pigeons in the wars be produced and laminated so they can be used at

this and other events to raise awareness and knowledge about the role the pigeons played. Steve also proposed that the Jim Jenner video Marathon in the Sky be played continuously to educate people on the use of pigeons throughout history. Insurance would cost about \$145.00 for the full time of the event including time to set up the booth. The cost including supplies, fees etc. would be about \$2000.00. Steve would be willing to approach all clubs in SW Ontario to ask for financial support to offset cost incurred by the CRPU. A discussion took place around the use of various trailers etc. The cost of leaving a trailer parked for the full week is not known, but Steve feels that this is not needed, the same effect can be made in the indoor booth. Karl Winterstien did have a model loft in the past, perhaps this can be borrowed to save the cost of reproducing one, it was also suggested that Tim Mason may be able to assist with the project as he is a creative and active carpenter who is also big on promotion. If a loft is produced, it will be an asset to the CRPU when participating in future events and activities.

MOTION: Voyo Radoman seconded by Oscar deVries to accept the proposal as made.

CARRIED

OPERATIONAL REVIEW: Steve Walsh

A brief history on how Steve became involved with the CRPU was given by Mike van der Jagt. Steve reviewed his draft Organizational Review. A couple of minor date discrepancies were reported and corrected.

The major theme of the report was that the CRPU needs to become more business oriented. His recommendations are as follows:

- 2 part time staff be hired to cover the Administrative Assistant position that is currently vacant in order to provide a back-up and safe guard organizational memory.
- The current constitution be re-written to modernize and update it and capture previous rule changes.
- The organization should keep documentation on rules and bylaws.
- The current Treasurer/Secretary position be split into two roles and assigned to two different board members.
- An organizational chart be developed and better financial records be maintained to follow gains and losses closer.
- Hours of operation be adjusted to better serve working members of the CRPU.
- Advertise the toll free number.
- Consider an alarm system for the office.
- Office area needs to be redesigned to separate promotional materials from sales items, prices should be advertised.
- Washroom needs some upgrading, shelving, paper towels etc.
- Warehouse areas should be looked at to provide a more conducive area for the daily clerical work.
- The entire space needs a good cleaning and a contract may be required to maintain cleaning in the future.
- Fire safety should be considered, Bob Magee (Fire Chief) would be willing to conduct a site visit to make recommendations. Some of the fire safety issues need to be addressed by the landlord.
- A first aid station with a first aid kit including eye wash station should be established.
- First aid/CPR should be offered to all employees.
- WHIMIS courses should be taken by all staff.
- Upgrade office technology systems including fax machines etc. Leasing should be looked at.
- Consider upgrading workstations to meet health and safety standards.
- Each staff person should have a clearly defined job description/duties.
- One director should be identified as the HR Manager to handle staff issues and perform evaluations.
- Safety issues including proper safety attire should be addressed.
- The BOD should refrain from taping minutes.
- The Secretary (board member) should be handling the responsibility of BOD minutes and agendas.

- The Treasurer (board member) should focus more on what functions make money and what functions don't generate dollars, and a budget should be developed to help track expenses and revenue.
- Inventory control feature should be utilized on the Simply Accounting program to help maintain stock.
- Ensure that safe practices are being followed for cheque signing and other financial practices.
- Volunteer hours should be utilized within the office to assist with band transfers etc.
- The CRPU should make use of grants etc. as available.
- Find and use a local Accountant.
- Increase membership fees to reflect true cost.
- Identify a store manager position to better manage the store with incentives.
- Monthly sales flyers should be developed.
- New products and cheaper shipping solutions should be researched.
- Consider a members price discount to encourage membership.
- Detailed membership numbers should be shared monthly.
- Revisit the requirements of becoming a member of the CRPU including the signature rule, new member fees etc.
- Lost and found secretary should be identified and attention needs to be brought to members about the work that the CRPU does when it comes to locating lost and found birds.
- A Board member should be assigned to handle website issues and development.
- Aggressively sell advertising in the newsletter and consider selling advertising space on the website.

MOTION: John Stevenson (need a seconder that the review be posted on the website after the Board has had time to review the final copy. Seconded by Oscar DeVries.

CARRIED

DIRECTORS VACANCY: Prior to the meeting, Ted Brown had presented his resignation to the President. A discussion ensued as to how the vacancy would be filled. The directors elected to contact Jesse Vanderlaan, as he had the next highest vote total on the last election and offer him the opportunity to complete Ted Brown's term. Jesse was contacted by telephone and accepted the position.

RULES UPDATE: Current rules state that a one time allowance was made for new members to register non CRPU bands purchased prior to 1992, these need to be looked at and rules need to be updated. It is generally thought that once the database is functioning properly, unregistered and improperly registered birds will be automatically flagged, allowing for corrective action.

A decision was made that FCI association bands be the only bands accepted by the CRPU, it is felt that this is a well rounded rule that will protect the CRPU and clarify the issue.

MISSION STATEMENT/ VALUES: A brief description was held defining Mission, Vision and Values. The current Mission was read and it was agreed that it needed to be reviewed and expanded. It was agreed that a day of planning should be arranged to further review Mission, Vision and Values as well as more strategic planning in the very near future.

Mike van der Jagt presented a template to use for a business plan. It was stated that membership need to have more input on the activities and functions of the CRPU and that these activities should be implemented with membership buy-in.

QUESTIONNAIRE INPUT:

1. Each director was asked to state three things that they personally felt that the CU needs to accomplish in 2010:

BOD Answers/Suggestions included:

- To ensure database is up to date;
- To ensure membership does not fall below 2009 totals;
- Start relationship with all clubs, not just with CU;
- Expanded product line to better serve the membership;
- Expand efforts to encourage youth to join through books, videos, 4-H clubs;
- Provide advertising to clubs, combines and public, through yearbooks;
- Refrain from telling membership how to fly;
- Need to revise rules and set up Constitution;
- Survey membership re: promotions, web store, email, whether an active flying member, where and for how long, any by-law issues in the past, the importance of flying awards, rating of the year book; and
- Teaching and providing tech help into use of database.

2. Each director was also asked “what, in your opinion, are the three most important functions of the CU?”

BOD Answers/Suggestions:

This area needs to be re-written.

3. The most significant accomplishment in the next 5 years would be:

BOD Answers/Suggestions:

This area needs to be re-written

NEXT STEPS: Further discussion regarding our Constitution, our lost and found policy and band registration.

Directors agree that Mission and Vision Statement will be reviewed in the near future.

Meeting adjourned

M. van der Jagt, President

J. Stevenson, Secretary