

**WEST FERRIS RINGETTE ASSOCIATION  
MINUTES OF MEETING**

**August 19, 2019 6:30pm  
Investors Group, North Bay, ON**

<b>Name</b>	<b>Position</b>	<b>Attended</b>	<b>Regrets</b>	<b>Name</b>	<b>Position</b>	<b>Attended</b>	<b>Regrets</b>
Carrie Read	President	x		Shawnah Smales	Equipment Coordinator	x	
Kelli Pace	Past President		x	Lori King	Web Director	x	
Mark Webster	Treasurer	x		Vacant	Referee-in-Chief		
Dee Johnson	Ice Director	x		Brennain Lloyd	Publicity Director	x	
Barb Guay	Registrar	x		Meaghan Spykerman	Technical Coordinator	x	
Lorrie Nolan	House League Director	x		Leslie King	Sponsorship Coordinator	x	
Erin Johns	Rep Director	x		Niko Gregorin	Tournament Coordinator	x	
Trina Palmieri	Secretary	x					
Claire Periard	Ways & Means Coordinator		x				

**Call to Order:** 6:32pm

<b>Agenda Item</b>	<b>Key Points of Discussion</b>	<b>Action</b>	<b>Status – Contact Person</b>
Additions & Adoption of Agenda	-Minutes from June 2019 meeting were reviewed with changes. The minutes will be posted on the website as reviewed. -Motion to adopt today’s agenda was motioned by Erin and seconded by Leslie. All in favour.	<b>Motion:</b> “To approve the minutes from June 17 2019 meeting.” Motioned by Lorrie and seconded by Lori. All in favour.  <b>Action:</b> Trina will send Lori minutes to post on our WFRA website	
Action Items from Previous meeting	1)Learn to Skate and Play division  2) How to spend money from Provincials?-should have final total by this meeting  3) Erin to review Coaching Appointment and Selection policy and make	1-Lorrie to address in her items. Completed.  2-\$16 000 profits from Provincials. He will look at depositing money into a high interest GIC account. 3. We cam relook at this policy and it’s	

	<p>recommendations.</p> <p>4) Vacant Executive positions-Ref-in Chief and House League Director. They have decided to share the duties for the 1 year term. Steve will set up the scheduling and complete orientation, while Jeff will assist Stephen in these duties, as well as entering payroll. They will attend meetings when they can. -It was discussed by group that they both can attend meetings if available, but would share only 1 vote at meetings and share the tasks of the position. -House League Director II-Lorrie has offered to take on this whole position and Niko and Erin have offered to help her. It was discussed that we will look at a consistent process of reshuffling house-league teams after 5 games, and then reshuffle after another 5 games before rosters are finalized.</p> <p>5) List of Referees and Minor Officials from Carrie-provided by Carrie and filed in Secretary binder.</p> <p>6) Update on Nevada ticket sales. Tickets are being sold at Multimart on Lakeshore Rd.</p> <p>7) Discuss injury reporting policy. Review guideline as well as WFRA concussion policy. Plan in place to follow Rowan’s Law-Concussion Awareness Resources will be available for parents/athletes to review; Ringette Ontario’s Concussion Code of Conduct form to be signed. This was addressed in Barb’s item and noted that all players with signed forms by October 31, 2019.</p>	<p>wording before next tryouts.</p> <p>4) <b>Motion:</b> “Stephen and Jeff will share 1 vote at meetings attended and share the tasks of the position.” All in agreement.</p> <p><b>Action:</b> Trina to confirm at next meeting further details for house-league-is this for all divisions? Will it be new process?</p> <p>7) Defer discussion on injury reporting to next meeting. Carrie will do some research on what other Associations are doing.</p>	
<p><b>President’s Report</b> (Carrie Read)</p>	<p>1-Learn to Skate program: Jeff Francom is able to provide his resources to those involved in the program going forward. Nipissing University players can help and volunteer with the program. -We watched the video on small ice games. - She reviewed the statistics of those in the LTS program and then registering long term with WFRA. They were as follows: 2013/14 : 47. 6 playing today-13%, 2014/15 : 23. 3 playing today-13%, 2015/16 : 33. 6 playing today-18%, 2016/17 : 36. 7 playing today-19% 2017/18 : 23. 5 playing today-21%, 2018/19 : 16. 3 playing today-19%, 2019/20 : 4 to date. -Leslie has offered to follow-up with LTS families to inquire why they didn’t return. Carrie will provide her the information.</p> <p>2) House-league will start October 3 so draft and ice conditioning will be completed by end of September. Dee to book boardroom for September 27 for the draft. We need more coaches to help evaluate players for the house-league teams.</p> <p>3) Gym Ringette- Lorrie and Amanda Begin will be reaching out to schools with gym ringette programs. Timeline is not yet confirmed.</p>	<p><b>Action:</b> Leslie to follow-up with LTS parents to inquire why they didn’t return-exit interview feedback.</p> <p><b>Action:</b> Meaghan will send a list of those with coaching certifications to Carrie and email request to them to help with player evaluations.</p>	

<b>Vice President's Report</b> (Sylvie Gribbon)	-Nothing to report.		
<b>Treasurer's Report</b> (Mark Webster)	-Financials and budget for 2019-2020 season were provided. He notes that our financials are healthy, although some missing revenue numbers from the budget.	.	
<b>Ice Director Report</b> (Dee Johnston)	-Nothing to report.		
<b>Registrar</b> (Barb Guay)	<p>-The current spreadsheet system used by WFRA for registration is inefficient and it will be phased out over the next year, replaced by Ringette Ontario's system. Registrants will soon have ability to register online at Ringette Ontario with a link, and this should provide the ability to populate different reports for trending purposes.</p> <p>-115 Registration numbers received to date. Breakdown: 23-18+ (4 new), 6-U19, 14-U16(2 new), 19-U14(4 new), 21-U12(4 new), 28-U10(14new), 4-LTS.</p> <p>-Discussion about recruiting more University players to our JBO division and may be enticed with \$99.00 rate, and discussion around definition of new players on our registration forms.</p> <p>-Any new player registering with the Association will have to complete a Concussion Code of Conduct form, and provided resources to review, in following with Rowan's Law-Concussion Safety. They are now part of our registration package. They will be available at the Come Try Ringette event.</p> <p>-For those players already registered, coaches will be responsible to follow-up and have these forms completed by players/parents with deadline of October 31 likely. Barb will keep track of all signed forms</p> <p>-Executive members signed MF15 forms.</p>	<p><b>Motion:</b> "To offer \$99.00 discounted rate to any new West Ferris player." All in favour. Carried. .</p> <p><b>Action:</b> Process to ensure early registration players have Concussion information reviewed and completed.</p>	
<b>House League Director's Report</b> (Lorrie Nolan-Girard)	<p>- Changes to Children's ringette from Ringette Canada and Ringette Ontario and starting this season-mini games and half ice for U8.</p> <p>-U8/Learn to Skate will use pinnies to identify different groups on ice, utilize smaller goalie nets or pylons, spray paint and use rink division pads. They will rotate in circuits between skills and skating sessions. She will ask Minor Hockey about renting ice pads from them and will start with pylons for goalie. Sylvie will ask the Soccer Association about using their nets.</p> <p>-Equipment Director does have a \$1000 budget that can be spent on equipment. Costs will be confirmed at next meeting.</p> <p>-Lorrie and Shana will work together to build this division using ABC Fundamentals program. After the first year at \$99, this U8/Learn to Skate program will cost \$175-similar to current LTS fees.</p> <p>-Lorrie developed a Coach's Manual. Lori will scan the manual and email to the group for review and send any questions to Lorrie.</p> <p>-Update since meeting: The West Ferris Auditorium has been confirmed for the House</p>	<p><b>Motion:</b> "WFRA will adopt U8/Learn to Skate for beginner players . They will all be charged \$99.00 if first year with WFRA." All in favour. Carried.</p> <p><b>-Those 4 players registered in LTS will need to be reimbursed.</b></p> <p><b>Action:</b> Confirm equipment needed-what can be borrowed and rented, and get approval for that amount from the group.</p> <p><b>Action:</b> Request to have link on sponsorship page to donate online. Deferred to next meeting.</p>	

	League Draft, Friday Sept 27 at 5:00pm.		
<b>Rep Director's Report</b> (Erin Johns)	<ul style="list-style-type: none"> <li>-U12 tryouts have been scheduled for September 22 at 6:00pm.</li> <li>-We will advertise for interest for a U19 Regional team. We can support our players to play with other Regional teams.</li> <li>-A lot of interest in our U10 Development program. May look at 2 teams if enough interest.</li> <li>-U16A teams have been assigned their tournaments.</li> </ul>		
<b>Ways and Means Coordinator's Report</b> (Claire Periard)	<ul style="list-style-type: none"> <li>-Everything is going well and paperwork being submitted. Volunteers must ensure the bonafide sheet is being photocopied and filed.</li> <li>-Question about volunteer parent whose child is no longer registered with WFRA. It was discussed that likely best for an informal arrangement between that parent to donate her credits to another player.</li> </ul>		
<b>Equipment Coordinator</b> (Shannah Smales)	-Nothing to report.		
<b>Web Director's Report</b> (Lori King)	<ul style="list-style-type: none"> <li>-Updates to website. She has been adding pictures of the Executive to the website so we are recognizable to the WFRA members.</li> <li>-WFRA now has a Canadian site to host our website and it is more cost-effective at \$150.00.</li> <li>-There are currently 2 active links for the same registration page and she is ensuring no information is being missed.</li> </ul>	<b>Action:</b> Members can send a picture of themselves to Lori for the website.	
<b>Referee in Chief</b>	-Nothing to report.		
<b>Publicity Director</b> (Brennain Lloyd)	<p>- <u>Message boards</u>- We have procured 4 message board locations (Lakeshore Drive at Rental City, Airport Road (across from Autohaus Stackleberg), Trout Lake Road and Algonquin, for southbound traffic on the east side just north of Lansdowne and Algonquin. They will all stay up until September 15<sup>th</sup>. We also have donated sign space at Northern Source for Sports on Fisher street.</p> <p><u>Radio Ads</u>- We are going with the same advertising package as last year, with a very similar ad, and the contract is ready to be signed for Fox and Kiss (\$750 each) and is in the works for Moose (\$300). The ads will run September 4<sup>th</sup> to 14<sup>th</sup>.</p> <p><u>Facebook</u>- The event is up and running on Facebook, and either the event or a post is on the WFRA page and a few others (Kidsport, North Bay Recreational Sports) and is being shared by WFRA members and others. The Facebook advertising will start on September 4<sup>th</sup>, and run for ten days. The post is also on Twitter and Instagram.</p> <p><u>Community Announcements</u>- The event is part of the rotation on the electronic marquee</p>	<b>Action:</b> Email for volunteers and players to assist at the Come Try Ringette event will be sent out 2 weeks prior to the event.	

	<p>at Memorial Gardens, and will run until September 15<sup>th</sup>. On September 16<sup>th</sup>, we will replace it with a similar image with the message “Registration is Open” rather than “Come Try Ringette”, and that will run to September 30<sup>th</sup>.</p> <p>The Come Try Ringette event has been posted on Tangr.com, the City of North Bay events Calendar, Kijiji community events, and as a public service or community announcement with BayToday, YourTV, MyNorthBayNow, NorthBayNipissing.com, CTV and CBC.</p> <p><u>School Promotions-</u> A draft of the postcard, in both English and French, has gone to each of the four school boards. Two years ago we were told by NNDSB that we could only distribute in English; last year we went with that, but this year I ignored that, sent them the cards in both languages, and am crossing my fingers that they have dropped that “rule” and we can go with all the postcards with English one side and French the other, which would give us a lower price and more flexibility. If not, we’ll go with 2,000 bilingual and 2,000 English-only. They will be bundled into packages of 50 and delivered to each school on September 4<sup>th</sup>.</p> <p><u>Posters-</u> Requesting members print out posters and post in the community in various locations. PDF was sent to all members.</p> <p><u>Media-</u> Four days before the event a media advisory (with the event basics) will go to local media. The day before the event an embargoed media release for the day of the event (meaning it reads as if it is the day of the event) will go out to local media. If you have any ideas for a “celebrity” participant that might help bring some media coverage, please pass your ideas along.</p> <p><u>WFRA Members-</u> The initial notice has gone out with the dates and times to the WFRA membership. A reminder will go out in very early September, and the week before the then event a “bring a friend” email will go out.</p> <p><u>Special Outreach-</u> Last year I reached out with individual messages / pitches to the Multicultural Centre, LIPI and Big Sisters. I’ll do the same again this year, but will add the Family Resource Centre at the base to this group.</p> <p>-Brennain has completed a draft Welcome to Ringette package for new players and sent to Executive for review and comments. She is requesting feedback by September 10, since she is hoping to have available at the Come Try Ringette event.</p>	<p><b>Action:</b> Request for members to think of a “celebrity” participant to join us at the event, please let Brennain know.</p> <p><b>Action:</b> Request for members to review Welcome to Ringette package and provide feedback.</p>	
<p><b>Technical Coordinator</b> (Meaghan Spykerman)</p>	<p>-Discussion about hosting a coaching clinic. There have been some challenges with hosting these clinics, and suggesting we refer our coaches to Sudbury for either CI-2 day or CSI-1 day coaching clinic. She is waiting for details about Sudbury’s coaching</p>	<p><b>Action:</b> Meaghan will ensure coaching clinic dates available in Sudbury, will be communicated to West Ferris coaches.</p>	

	clinics and will then disseminate information. -House-league coaches can participate in online coaching courses.		
<b>Sponsorship Coordinator</b> (Leslie King)	-We currently have 3 sponsors confirmed-Shriners, Grecos and Kings Sports. We do need to buy new jerseys for 1 JBO team-Elk's Lodge. She would like all team sponsorship information to be directed to her so nothing is missed and clear communication. -need to look at other avenues for sponsorship funds-cover expenses for power-skating -need for a Fund Development subcommittee to discuss sponsors and how to utilize funds-Mark, Lorrie and Leslie -we will continue to use Kings to order house-league jerseys	<b>Action:</b> Fund Development subcommittee update at next meeting.	
<b>Tournament Coordinator's Report</b> (Niko Gregorin)	From Erin: The ice for Regionals has been confirmed with North Bay. East Ferris is unavailable, so Powassan has been booked. The fourth pad may only be required for the 1 day (Saturday), but she will reserve all 3 to be sure. We will have enough for playoffs with the 3 pads on Sunday.  From Niko: Hotels have been booked and have based on Sault numbers at 250 rooms and we have split with Robotics group-having tournament the same weekend, and WFRA will get a \$5 kickback on every room. Will be organizing a subcommittee meeting in September or October to plan the Northeast Regionals.		
<b>New Business</b>	-No new business. All addressed in Director reports.		
<b>Adjournment:</b> <b>Next meeting:</b>	Adjourned at 9:13pm. Next meeting: Monday, September 30 2019 at 6:00pm-Location: Investors Group office.	There being no further business, the meeting was adjourned at 9:13pm. All in favour.	