

**WEST FERRIS RINGETTE ASSOCIATION
MINUTES OF MEETING**

**March 30, 2020 at 6:00pm
Zoom meeting**

Name	Position	Attended	Regrets	Name	Position	Attended	Regrets
Carrie Read	President	x		Shannah Smales	Equipment Coordinator	x	
Kelli Pace	Past President	x		Lori King	Web Director		x
Sylvie Gribbon	Vice President	x					
Mark Webster	Treasurer	x		Stephen Hamilton/Jeff Graham	Referee-in-Chief		x
Dee Johnson	Ice Director	x		Brennain Lloyd	Publicity Director	x	
Vacant	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: 6:02pm

Agenda Item	Key Points of Discussion	Action	Status – Contact Person
Additions & Adoption of Agenda	- Minutes from February 2020 meeting were reviewed by the group. The minutes will be posted on the website as reviewed.	Motion: “To approve the minutes from the February 2020 meeting.” Motioned by Sylvie and seconded by Mark. All in favour. Carried.	

<p>Action Items from Previous meeting</p>	<ol style="list-style-type: none"> 1) Come Try Ringette-look at organizing for mid September and enough time to advertise in schools (possibly September 12-13 or 19-20). 2) Formal bylaw amendment-To update bylaw 7.05 (a) positions of President, VP elected in even number years and remove VP from (a) and move to 7.05 (b) VP to be elected in odd numbered years. Wait until April 1-Kelli will check with Marilyn and then otherwise will put forward as formal amendment. 	<p>Action-Discuss CTS further at June meeting.</p> <p>Action: Await further information from previous Executive for minutes confirming existing changes to bylaw 7.05.</p>	
<p>President's Report</p>	<p>1). RAMP registration for 2020-2021 season-Should be up and running by April 1/2020 with RO and should be able to register players directly with RAMP. Option to pay with credit card with RAMP but extra fees likely charged; still option to pay at Source for Sports or with payment plans for new season.</p> <p>-Will promote via email distribution if no banquet and still offer \$25 discount if registered before May 31, 2020.</p> <p>-Hoping we will be able to include different waivers (ie. Fair play/Code of Conduct guideline, Concussion waiver, Injury form) into the RAMP registration. Ensure items we want included in registration is provided to Kelli as acting Registrar (allergy, medical emergency and contacts/medication). This will ensure that House-league coach will have this information available if needed.</p> <p>-Can also develop use of Fair play form-condensed agreement with 3 roles (player, parent, coach) and everyone signs off.</p> <p>2)AGM-Discuss option of going forward with AGM via Zoom. We have limit of 100 participants for the meeting. We can use Zoom to vote as well and Brennain will look into this process-ensure it is confidential polling if 2 people running for same position.</p> <p>-Changed bylaw last year and divided House-League Director (HLD) into 2 positions and discussed decision at January meeting, not to post the HLD-14 and older for upcoming elections. not having election for that position this year. Lorrie felt she could manage the whole house-league division for the upcoming 2020-2021 season and didn't feel we needed to post this position and instead felt someone overseeing events would be more beneficial.</p> <p>-Kudos to Lorrie for doing a great job this year, but in further discussion, it was decided not to "flip flop" each year with this position, and best to follow current bylaw and post the position of HLD-14 and older.</p>	<p>Action: Kelli will find out how RAMP registration can be tailored for our Association with specific forms being added.</p> <p>Action: Will go forward with AGM via Zoom on April 30 at 6:30pm.</p> <p>Action: Each Director to provide summary prior to next AGM. Trina will send out reminder to group with specific deadline. Can look at Power Point presentation for Director reports.</p> <p>Action: WFRA to post nomination for the position of HLD-14 over. This position will share duties of organizing events. Posting will be included in email to WFRA membership.</p>	

	<ul style="list-style-type: none"> -There is always an opportunity for someone to request a bylaw amendment for the AGM, and request to have just 1 HLD to cover all divisions. -Look at developing different committees under House-League Director positions specific to gym ringette, year end banquet, Christmas Skate and East/West. 		
Vice President's Report	1)No specific quote for pinnies from Source for Sports and may be able to get some mesh pinnies from Sylvie's school. Other option is to utilize extra jerseys in equipment room and make them into pinnies.	Action: Defer pinnie/jersey discussion to August.	
Treasurer's Report (Mark Webster)	<p>1)Some outstanding costs from Regionals and likely a break-even year for the Association. Biggest cost were divider boards for LTS and need to turn into revenue source with advertisers-big opportunity for income.</p> <ul style="list-style-type: none"> - Bingo revenue was less in March and some duplications. Bingo closed at this time and will affect our revenue going forward and hopefully will not have to raise registration fees. Good revenue from Provincials and can subsidize ice fees next year if necessary. Want to avoid raising WFRA registration fees. -Still only 1 deposit with Nevada sales. Carrie has talked with her Nevada contact and sales have been slow. Still beneficial as an additional revenue. -Increased cost for minor officials and referees. -Should be able to finalize costs for WFRA by AGM. -Was very helpful to have Tania as bookkeeper. Will need to relook at this role for 2020-2021 season, depending on who is nominated as Treasurer at upcoming election and whether necessary. Will need to relook at this bookkeeping service in June and approve this extra cost. 		
Publicity Director's Report (Brennain Lloyd)	-Nothing to report.		
Ice Director's Report	<ul style="list-style-type: none"> -Ice cancelled as of March 16 with no penalty. Few charges incurred from Regionals 2019 (ie. boardrooms). Next season Regionals scheduled for March 26-28/2021 and ice has been approved, and awaiting approval for additional request for Astorville ice. -Winter ice contract available in May/2020. 		
Registrar's Report	-Nothing to report		

<p>House League Director's Report</p>	<p>-House league thankfully completed before abrupt end of ringette season. -Discuss Plan B for year end banquet, awards and medals since all Ringette Ontario/Ringette Canada activities have been suspended at this time and no activities are insured. -Discussed possibly having a celebration at beginning of 2020 season and award winners of nominations then and provide medals at that time. Celebrate 50th anniversary of WFRA. -Distribute a year end house-league survey and rep team survey. -Gym ringette was very successful and boys were really interested and gym ringette set is still at West Ferris high-school. Coaches should have returned jerseys and equipment and will need to make arrangements for bringing them to equipment room-when safe to do so. We shouldn't have to order as many jerseys for next season. Lorrie will send reminder to Coaches to do inventory on jerseys. -Shriners want players to keep their jerseys and will need to order new ones for next season.</p>	<p>Action: Brennain will await direction from HLD and Rep Director for survey distribution to WFRA membership.</p> <p>Action: Lorrie will send reminder to House-league coaches to do an inventory on jerseys.</p>	
<p>Ways and Means Coordinator's Report (Claire Periard)</p>	<p>Nothing to report.</p>		
<p>Rep Director's Report.</p>	<p>-All year end tournaments were cancelled due to COVID-19. Some devastated players and coaches and tournament organizers. Intent to play forms will be distributed within the NorthEast region to get an idea of numbers for A teams in each division-intent to attend tryouts-likely some gaps in the region. -Ringette Ontario will be changing deadline for declaring A teams and making tournament submissions. -Tryouts will likely be happening in the fall.</p> <p>-Will need to develop a committee for coaching selection since multiple applications for various coaching positions-suggest a third party to help in this selection. Can wait another couple of months.</p>		
<p>Equipment Director's Report</p>	<p>-Fielding emails about equipment loan returns and since office is not open, advising members to hold onto equipment and wait for any updates. We have records of those with equipment, so able to track easily. Will request parents wash equipment before returning.</p>		
<p>Referee in Chief</p>	<p>Nothing to report.</p>		

Web Director's Report	Nothing to report.		
Technical Coordinator (Meaghan Spykerman)	<p>-Will look at running a CSI clinic for next season in North Bay.</p> <p>-Meaghan has joined a new committee with Ringette Ontario specific to Males in Ringette and wondering if our Executive would be a tentative trial Association for anything RO wants to observe.</p> <p>-Ideas for next season-have a full boy's game-multi age level game at U12 Provincials and promote mentorship. Currently to have boys play in U12P division, those teams need to have agreement from other teams you are playing. Still nothing confirmed. The group in agreement to participate in this trial.</p>		
Sponsorship Coordinator (Leslie King)	Nothing to report.		
Tournament Coordinator's Report (Niko Gregorin)	<p>Update on Regionals-Returning fees to teams and will send cheques to Associations and they will divide between teams.</p> <p>-We will be hosting Regionals next year on March 26-28, 2021. Will need to reserve hotel rooms for teams, and make contact with major sponsors.</p> <p>-Tickets for 50/50 will be discarded; water bottles and medals can be used next year.</p>		
New Business	<p>-No new business. All addressed in Director reports.</p> <p>Addendum-April 1.</p> <p>-Carrie emailed WFRA Executive on April 1 with following proposal:</p> <p>I would like to propose that we give a designated time frame for all to have an opportunity to properly review and reply to these emails.</p> <p>For example, if an email is sent in the morning on a given day, the time frame for replying would be 12 hours from when the email is first sent. This would allow everyone who perhaps does not have an opportunity to respond through the day when at work an opportunity to properly respond if they desire.</p> <p>The email heading would have "response requested by" with the time and day noted as above.</p>		Motion: "If feedback required on Executive member's email to group, there will be a designated time frame stated in email heading with time and day, to allow for proper review and reply". 12 members approved this motion. Carried.
Adjournment: Next meeting:	<p>Adjourned at 8:03pm.</p> <p>Next meeting: Monday- April 27-6pm via Zoom. Meeting on May 25-6pm-Location-TBA.</p>	There being no further business, the meeting was adjourned at 8:03pm.	All in favour.