

**WEST FERRIS RINGETTE ASSOCIATION
MINUTES OF MEETING**

**October 28, 2019 at 6:00pm
IG Wealth, 1350 Fisher St, Main floor, North Bay, ON**

| 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 |
| Mark Webster | Treasurer | x | | Stephen Hamilton /Jeff Graham | Referee-in-Chief | | x |
| 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: 6:08pm

| Agenda Item | Key Points of Discussion | Action | Status – Contact Person |
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| Additions & Adoption of Agenda | - Minutes from September 2019 meeting were reviewed by the group. The minutes will be posted on the website as reviewed. | <p>Motion: “To adopt today’s agenda”. Motioned by Sylvie and seconded by Meaghan. All in favour. Carried.</p> <p>Motion: “To approve the minutes from the September 2019 meeting.” Motioned by Sylvie and seconded by Meaghan. All in favour. Carried.</p> <p>Action: Trina will send Lori minutes to post on our WFRA website</p> | |
| Action Items from Previous meeting | 1) Carrie will email the Release of Liability forms to Board members. They have been given to all coaches in case of injury. | Action: Carrie to forward injury forms to Board members. | |

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| <p>President's Report (Carrie Read)</p> | <p>1. Provincial funding for Recreational Facilities-Brennain reported that as a non-profit, we are eligible to apply for funding and enter into a long-term lease with the City or have them sell the West Ferris arena to WFRA. This application is due by the beginning of November, 2019. It was discussed that there are many opportunities not being realized-arena is under utilized by the City. Viability in question-in order to be viable, would need many volunteers and paid staff. Agreed by Board members, this undertaking is not viable for our group.</p> <p>2. WFRA raffle-Leslie will talk with the City about whether we can apply for raffles as a charity, in lieu of fact that we are doing Bingo and Nevada tickets. WFRA raffle has been profitable in the past, but lots of work to run the raffle (ie. need to apply for licensing and paperwork). Look for interest from rep teams and will determine percentage of profits. Discussed having a combination of LCBO and gift cards as prizes.</p> <p>3. Procedure for house league teams for picking up players. -Carrie read House league policy that states-Section 28“ A team that is short may pick up players of equal calibre to the missing players from the same division. Where there are no players available within the same division, major players may be picked up from the division below. The number of players picked up a team can pick up can only be a number which brings the number of players on the short team to be equal to the number of players on the opposing team.” Section 29-“ If a player is picked up to play, the coach must mark the player on the score sheet as an “AP” (alternate player). Players from the division below may only be picked up a maximum of three times over a season. -clear from policy that pulling from across the division before pulling up is preferred -discussed amendment for House league policy and confirmed in a motion</p> <p>4. Sponsorship for rink dividers. – Lori notes there are 45 potential sponsors for 36 plastic dividers. Need to have only 1 person from Board approaching potential sponsors. Offer spots to our sponsors first and also have WFRA sign in both dividers as well; need to determine how much panels/sleeves will cost and then determine cost for sponsorship. - There is only 1 key available from the City for room that will store rink dividers at Pete Palangio and Shawnah will be the main key holder-Dee and Carrie as alternate key holders.</p> | <p>Action: Leslie will discuss raffle details with the City and Marilyn and bring forward to next meeting.</p> <p>Online vote completed Nov 8, 2019 to pass motion to see LCBO gift cards in raffle for \$10 ticket. Quorum met with 9 votes to pass this motion. Carried. Further discussion at next meeting.</p> <p>Motion: To change Houseleague policy dated Jan 2011, section 28 and remove specifics word “major” and leave “players may be picked up from the division below.’ In Section 29, to remove the second sentence about using players up to 3 times. Motioned by Meaghan and seconded by Niko. All in favour. Carried.</p> <p>Action: Will ask Lori to send out a team list with contact information to all coaches so they can be call from across the division if short players.</p> <p>Action: Carrie/Sylvie will communicate with Lori about level of commitment from potential 45 sponsors for the rink dividers.</p> | |

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| <p>Vice President's Report (Sylvie Gribbon)</p> | <p>-team pictures in the new year and will be organized when schedule is out-ensure all equipment on; Zach from Lewis Photography can do house-league pictures upstairs at West Ferris Arena-no fee for Zach-he will need team rosters and numbers ahead of time; he can be flexible with dates/times for rep teams and each team to contact him directly; suggestion to send plaqued pictures to sponsors and will be deferred to a later meeting.</p> <p>-online swag store on website through Skaters North Source for Sports-many items can be ordered. Once confirmed, Brennain will email information to the Association and Lori will post the information on our WFRA website. Rep teams can use other retailers for their gear.</p> <p>-Discussion about 63's logo and birthplace of ringette logo and that they both be made equally accessible by all players in WFRA Association.</p> | <p>Action: Sylvie to book team photos and get team rosters; Erin will send rep tournament information to her.</p> <p>Motion: "Approve partnership with Skaters North Source for Sports for the online purchases of West Ferris Ringette apparel and both logos will be available to all players." All in favour. Carried.</p> <p>Action: Logo discussion-design standard and when and how it can be used-adjust design for the application.</p> | |
| <p>Treasurer's Report (Mark Webster)</p> | <p>-waiting for ice invoice and additional costs; still financially sound; balance sheet provided; we are now online and want to be more automated in the future. Stopped GIC renewals-\$27 000-30 000 into high interest savings account. Still have \$16 000 in a separate GIC from Provincials in account-can't access until October 2020.</p> <p>-Erin will make first e-transfer payment to see that system works-test trial and report back at next meeting.</p> | <p>Action-Discuss e-transfer payments for registrations at next meeting-need to connect email for transaction.</p> | |
| <p>Ice Director Report (Dee Johnston)</p> | <p>Nothing to report.</p> | | |
| <p>Registrar (Barb Guay)</p> | <p>-Deadline for all paperwork to Ringette Ontario is November 1, 2019. Still has some outstanding registration and concussion forms to be completed by players and bench staff in both house league and rep teams, along with two team agreements. Scanned documents are appropriate.</p> <p>-She will let coaches know about outstanding players after deadline date to follow-up, since players will not be allowed to step on ice without them completed.</p> <p>-180 players with RAMP registration-all players on a team list. 6 West Ferris rep teams.</p> <p>-We should be more seamless next ringette season, and will be using the online program; players/bench staff can register themselves online and sign concussion forms at the same time.</p> <p>-Will work on a Registrar package with Erin-Rep Director and will ensure coaching staff have resources and forms available, and ensure communication is timely.</p> <p>-Discussed situation where a house-league player has played 3 games and asking to be refunded. Will adhere to our current refund policy-if you have stepped on ice,;</p> <p>It is 75% of fees paid less \$75 RO fees. Discussion about new players with \$99.00 registration fees-should this be refunded?</p> | <p>Action: Barb will let coaching staff know which players are outstanding after deadline date for follow-up.</p> <p>Motion: "No refunds for \$99.00 registration will be allowed going forward". Motioned by Barb and seconded by Meaghan . All in favour. Carried. This will be added to next year's registration online form.</p> | |

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| <p>House League Director's Report (Lorrie Nolan-Girard)</p> | <p>- Coaches meeting went well and board members had a chance to have forms filled, equipment distributed and questions answered. Student placement forms from Nipissing and Release of Liability form was forwarded to all Head Coaches. 1 Coach is pursuing the student placement opportunity.</p> <p>-Rink divider pads were ordered. I have a list of 45 potential sponsors for these pads. Jerseys arrived and have been distributed.</p> <p>-Players who have not attended the ringette season have all been reported in all divisions and sorted by Barb.</p> <p>U10 numbers are looking good. Both coaches reported feeling really happy and competitive with their teams; request to have 2 players-one from each team, move up to U12 division. U10/U12 coaches affected by this move are in agreement. Discussion by group that both players can move up if coaches are in agreement.</p> <p>U12 teams could not be more perfectly matched. They have been neck and neck with multiple ties and one loss to each other.</p> <p>U14/16 Teams are small but otherwise feeling balanced and competitive as reported by coaching staff. Minor issues with attendance but hopefully resolvable; need options for scheduling conflict with upcoming U16 tournament. Discussed by group.</p> <p>U19/18+ (BO) division is thriving and competitive. Good feedback from coaching staff. No team changes are necessary at this time.</p> <p>-Division scores will be submitted to Lori at the end of the month and posted on the website; wanted clarification about jerseys.</p> | <p>Action for U10 players moving up to U12-Lori can communicate that this move has been approved.</p> <p>Action for scheduling conflict-Decision to keep the refs and minor officials and run a scrimmage with those who do attend. Invite all players from 3 teams and hopefully will have 2 goalies. Will have a scrimmage with those who attend, and Carrie, Dee and Sylvie will cover the benches.</p> <p>Action for jerseys: Lorrie will inform coaching staff that jerseys will be handed back after the season ends, with the exception of U10</p> | |
| <p>Rep Director's Report (Erin Johns)</p> | <p>U19 Bench staff approval requests Michael Stemp-Head Coach John Peddie-Assitant Coach Lisa Lynch-Manager Sarah Verge-Trainer and Safety Officer-recently moved from Guelph-daughter on team Kurt Brandt-Assistant Coach 2 Underage player requests-Two team agreements for Kathleen Palmieri and Beatrice Lloyd</p> <p>U10 Bench staff approval Requests Jessica Johnston (Head Coach) Shawna Smales (Assistant Coach)</p> | <p>Motion: "Approve bench for U19 team and underage player requests." Motioned by Erin and all in favour. Carried</p> <p>Motion: "Approve bench staff for U10 team." Motioned by Erin and Meaghan to second the motion. All in favour. Carried</p> | |

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| | <p>Lynne Johnston (Manager) Brian Sampson (Trainer) (daughter on the team) Marc Desroches (Assistant Coach) (just moved from Barrie - daughter on the team)</p> <p>U12 Player approval request Julia Geisbrecht - to play U12 rep; approval was requested in June 2019 and was declined at that time due to age (2011 - 8 years old) and question about numbers. U10 has agreed to the release of the player. U12 coach has requested this player due to lower numbers and thinks she is good fit based on her skill level.</p> <p>Rule of 2 discussion-Still awaiting response from Ringette Ontario. How to interpret the Rule of 2? What to do in situation when coach in room with more than 1 player. In the meantime, WFRA will continue to follow Ringette Ontario guidelines and resources for best practices.</p> | <p>Motion: “Approve requested player to move up and play on U12 team.” Motioned by Erin and all in favour. Carried.</p> <p>Action-Deferred to next meeting and will discuss along with response from Ringette Ontario.</p> | |
| <p>Ways and Means Coordinator’s Report (Claire Periard)</p> | <p>-Bingo schedule running well with parent volunteers and booking into February 2020. Bingo ladies continue to help as needed.</p> | | |
| <p>Equipment Coordinator (Shannah Smales)</p> | <p>-Nothing to report.</p> | | |
| <p>Web Director’s Report (Lori King)</p> | <p>-Updates from Lori: -Repository-currently working with Brennain to sort out our documentation repository. -Online time keeping: working with Stephen to approve current online form. -Online scores: I have added functionality to the online schedule to hold the data, and waiting for scores to be added. -Online donation/sponsorship-discussion by Board members about this option and it is not viable on our website.</p> | | |
| <p>Referee in Chief</p> | <p>- Referee Report-14 Officials registered with the ORA. Of these, 4 are new officials. 4 did not return -16 Minor officials. 3 new and 3 did not return. -Schedule has been released for the first half of the season. -Lori and Stephen exchanged emails looking at a more efficient system to log attendance and calculate remuneration. -Officials Rules Clinic took place October 18 and 19. All referees registered. -Request to coaches to have their goalies wearing the same colour jersey as their team</p> | <p>Action: Carrie will ask Stephen to provide his recommendation for an appropriate pay scale/official compensation for minor officials and referees.</p> | |

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| | <p>-An action item from last year was to review official compensation. I never completed the task. Carrie received and will present info she got from Sudbury Ringette Association. Carrie did provide some information from other Associations and that referees are being paid \$25/game. We follow Ringette Ontario minimum standard and currently at \$12-U12 and under games, \$15-U14/16 game and \$18 for BO games; minor officials remuneration is low as well.</p> <p>-seeing an increase in local officials being denied acceptance to officiate tournaments in Southern Ontario. The reason being enough local officials are available and the host committee does not want to supply hotel rooms. This is a concern because travel costs exceed the remuneration a referee will make over the 3 days. Local officials traveling to tournaments is very valuable with their professional growth and development. In addition, officials have to receive maintenance evaluations through the season to maintain their level 3/4 rankings.</p> <p>I have presented this concern to the RIC for the region and awaiting their response</p> | | |
| Publicity Director (Brennain Lloyd) | Swag review-defer to a later meeting. | Action -Defer swag review to our November meeting Action -Confirm details on business cards for the Executive. Online vote and confirmed on Oct 29 that 11 votes agreed with generic card and blank on back. | |
| Technical Coordinator (Meaghan Spykerman) | Nothing to report. | | |
| Sponsorship Coordinator (Leslie King) | Nothing to report. | . | |
| Tournament Coordinator's Report (Niko Gregorin) | -will ask Brennain to email the Association requesting volunteer help for the Regionals committee; Mark offered to help with financing; At this point, we have Erin, Leslie and Mark from our Executive helping him on the Committee. He will communicate with our Regional G&T-Melissa for further direction-she has shared guidelines for Regionals and Melissa; 565 players, 39 teams with last Regionals in SSM. | Action: Email to WFRA looking for interest leading up the Regionals and during the event. | |
| New Business | -No new business. All addressed in Director reports. | | |
| Adjournment: Next meeting: | Adjourned at 9:04 pm. Next meeting: Monday, November 25 2019 at 6:00pm-Location: Investors Group office. | There being no further business, the meeting was adjourned at 9:04pm. All in favour. | |