

**WEST FERRIS RINGETTE ASSOCIATION
MINUTES OF MEETING**

**September 30 , 2019 6:30pm
IG Wealth, North Bay, ON**

Name	Position	Attended	Regrets	Name	Position	Attended	Regrets
Carrie Read	President	x		Shawnah Smales	Equipment Coordinator	x	
Kelli Pace	Past President	x		Lori King	Web Director		x
Mark Webster	Treasurer	x		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: 6:06pm

Agenda Item	Key Points of Discussion	Action	Status – Contact Person
Additions & Adoption of Agenda	-Motion to adopt today’s agenda was motioned by Erin and seconded by Barb. All in favour. Jeff Graham was introduced to the group. -Minutes from August 2019 meeting were reviewed. The minutes will be posted on the website as reviewed.	Motion: “To approve the minutes from August 19, 2019 meeting.” Motioned by Niko and seconded by Barb. All in favour. Action: Trina will send Lori minutes to post on our WFRA website	
Action Items from Previous meeting	1)Update from Fund Development Subcommittee 2) Confirm equipment needed for U8/Learn to Skate program.	1-This subcommittee is comprised of Lorrie, Leslie and Mark. Busy time in ringette season and this will be deferred to November meeting. 2-Carrie to address in her items. Completed.	

	<p>3) Request to have link on sponsorship page to donate online.</p> <p>4) Injury reporting.</p> <p>5) Confirm shuffling of teams.</p>	<p>3. On our WFRA website, there is a link on the sponsorship tab, that will link you to the sponsor's webpage. Lori is working on a link to allow someone to donate online or sponsor the Association. Defer to next meeting for Lori to report.</p> <p>4. Carrie to address in her items. Completed.</p> <p>5. Lorrie will discuss the option to shuffle teams at the Coaches' meeting; requesting feedback if issues. This will not be a policy and no specific number of games in order to evaluate.</p>	
<p>President's Report (Carrie Read)</p>	<p>1-Review quote for U8 rink dividers. Lorrie provided 3 rink divider quotes for review. We will need 2 sets for U8/Learn to Skate program. Each reviewed for cost and specifics of product. Lorrie had approached Minor Hockey, but there is no option to purchase set from them.</p> <p>-The City has approved storage of these dividers in the skate sharpening room at Pete Palangio. Scheduling will ensure U8 ice is always at Pete Palangio.</p> <p>-Dividers from Sportsystems have the option to purchase clear advertising pockets. This provides us with opportunity for up to 36 pockets for sponsors and additional funds to pay for these dividers. Lorrie noted this company has very good customer service as well.</p> <p>-Copy of quote from Sportsystems is attached to minutes.</p> <p>-Gym ringette: There is gym ringette equipment at Heritage and it is currently being used by a class. Lorrie and Amanda Begin will be visiting Heritage to promote gym ringette in more classes and hopefully into more schools.</p> <p>-Injury reporting-There is no written policy for injury reporting with Ringette Ontario or Ringette Canada, however there is Sports Injury Form that can be completed online by Ringette Ontario within 10 days of injury.</p> <p>-Discussed situations where a player needs medical attention on the ice vs not playing since not feeling well. It has mainly been up to the discretion of the Coach as to whether player can return to ice or require a note from Physician.</p>	<p>Motion: "To buy 2 sets of rink divider pads as well as 36 clear advertising pockets from Sportsystems Canada, based on quote of \$6420.38 from Sept 10/19 and is valid until Oct 10/19 and includes shipping." All in favour.</p> <p>Motion: "If a player is injured in the arena for a ringette event and they seek medical attention, a Physician's note is required for their return to the ice. If no note is provided, then a release of liability must be completed." All in favour.</p> <p>Action: Carrie will develop the release of liability form and forward to Lorrie for the Coaches. This will also be included on our WFRA website under Coaching Corner.</p>	

<p>Vice President's Report (Sylvie Gribbon)</p>	<p>-Team photos: She is looking to organize house-league pictures in the upstairs hall at West Ferris Arena or boardroom on a Sunday-tentatively October 27, but will confirm photographer's availability. She is also planning to have West Ferris swag available to purchase-likely through Skater's North. She will schedule most rep teams for pictures, except for the U16A team.</p>	<p>Action: Will confirm picture night date for Association pictures.</p>	
<p>Treasurer's Report (Mark Webster)</p>	<p>-First cheque for Nevada profits totalled \$1973.00. We currently have assets in 4 different GIC accounts at 1.5% that are coming due, and looking to transfer these to a High Interest Savings account at 1.55%-will be easier to access if necessary; under Sue Weiskopf -he is working to get our account online and will then be able to take e-transfer payments for registration. -Insurance-Current insurance coverage for our ringette office and equipment is up for reviewal on October 8, 2019 at a pre-tax premium of \$1107.00 with Economical. He has obtained an alternate quote with Intact at a pre-tax premium of \$500.00 for the same coverage and deductible. Addendum to minutes dated October 8, 2019. Mark provided the insurance quotation from Intact which outlined \$25 000 for replacement cost of equipment, with a deductible of \$1000, and \$5000 for ringette equipment and/or property and deductible of \$1000. (copy of insurance quote attached to minutes).</p>	<p>Motion: "Open a High Interest Savings Account in WFRA name with a \$250 000 limit, and transfer monies from our 4 GIC accounts to this account; Sue Weiskopf to oversee this non-compensable account." All in favour. Carried.</p> <p>Online Motion dated October 8/19: "Change the liability insurance carriers from Economical to Intact." 10 voted in favour of this motion online and motion has been carried.</p>	
<p>Ice Director Report (Dee Johnston)</p>	<p>-Schedule is complete until end of December. Request from Mark to change Investors Group to IG Wealth</p>	<p>Action: Will update schedule with team name change to IG Wealth.</p>	
<p>Registrar (Barb Guay)</p>	<p>-Registration numbers continue to improve. 19 players registered at our Come Try Ringette event. \$99.00 promotion rate is helping our registration numbers. -Registration numbers to date: U8-19 registered-4 returning and 15 new players U10-45 registered-21 returning and 24 new players U12-21 registered-16 returning and 5 new players U14-22 registered-18 returning and 4 new players U16-12 registered-10 returning and 2 new players U19-14 registered-13 returning and 1 new player 18+-37 registered-23 returning and 14 new players Nipissing University-14 returning players Total registered players, including Nipissing University players is 184, and without their numbers, we are at 170 players. Our 2018/2019 numbers, not including the Nipissing and Out of Association players, we had 146 registered players. Therefore, an increase of 24 players in this ringette season.</p>		

House League Director's Report (Lorrie Nolan-Girard)	<ul style="list-style-type: none"> - All teams have a coach and upcoming meeting planned with these coaches to review the coaching manual and forms. - She has forwarded information from Nipissing University on the Community Leadership Placement program. Coaches can complete this form if interested in hosting a student in the Bachelor of Physical and Health Education program for a minimum of 50 hours of supervised work placement. She will forward this information to the WFRA coaching staff as well. 	Action: Lorrie will forward placement information from Nipissing University will be forwarded to WFRA coaching staff.	
Rep Director's Report (Erin Johns)	<ul style="list-style-type: none"> -U10 team-There will be a information session after an upcoming U10 game to provide information to parents on the rep/development program; may have enough for 2 teams. -Review of U12 Regional bench requests: Head coach: Sophie Desjardins, Assistant coach: Rachel Desjardins, Assistant coach: Sophia Heppenstall, Trainer: Haley Rothwell, Manager: Tina Heppenstall -Review of U14B bench requests: Head Coach: Meaghan Spykerman , Assistant Coach: Carrie Read, Assistant Coach: Yvan Belanger, Assistant Coach: Amanda Begin, Assistant Coach: Dave Bissonnette, Manager: Karl Seidler -Review of U16A bench request: Head Coach: Richard Michauville, Assistant Coach: Erin Johns, Trainer: Niko Gregorin, Manager: Trina Palmieri. -Review request for out of association player from SSM. -There may be a U19 Regional team and if so, details provided at next meeting for approval of bench staff. 	<p>Motion: " To approve the U12 bench staff." All in favour. Carried.</p> <p>Motion: " To approve the U14B bench staff." All in favour. Carried.</p> <p>Motion: "To approve the U16A bench staff." All in favour. Carried.</p> <p>Motion: "To approve out of association player to the roster." All in favour. Carried</p>	
Ways and Means Coordinator's Report (Claire Periard)	<p>-Nothing to report.</p>		
Equipment Coordinator (Shannah Smales)	<p>-Nothing to report.</p>		
Web Director's Report (Lori King)	<p>-Questions about WFRA document repository and her responsibilities regarding the webmaster google drive.</p>	Action: Deferred to next meeting.	
Referee in Chief (Jeff Graham)	<ul style="list-style-type: none"> -Wants to ensure arenas are ready for the first games and that shot clots have remotes and extra batteries. Stephen is currently working on the minor official and referee schedule. -Hoping to have electronic timesheets online for minor officials and referees this season. -Registration for referees is all online now and will be reimbursed by Association. 	Action: Carrie will clarify the officials' time sheets online and schedules with Lori and cc Stephen and Jeff.	

<p>Publicity Director (Brennain Lloyd)</p>	<p>- Come Try Ringette report: Promotions closely following the outline presented at June meeting, both in delivery and budget. Radio ads were \$1800, so did not increase over last year (budgeted for \$2000). Facebook ads were \$25, instead of \$75, and postcards were \$175 instead of projected \$125, so overall was \$200 under budget-assuming the 4 message boards invoiced according to cost estimated by LBG Signs.</p> <p>-Unexpected challenge was getting approval for postcard distinction from the French Catholic board. Due to change in personnel and IT issues, approval was not received until deliveries were underway. Astorville French school did not receive postcards.</p> <p>-Finally received the pamphlets that were ordered from 360onlineprint and expected to arrive by July and arrived mid September from Mexico instead. Samples distributed to the group. We have 2000 to distribute and not pleased with low quality, off-colour print on very light paper. She will deliver at various locations in the city. Lorrie took some to distribute as well.</p> <p>-Swag report: She has prices from Stickermule and Vistaprint for comparative purposes for various promotional materials (ie. Magnets, buttons, bumper stickers, static cling stickers). She will share her list with comparative prices at our next meeting.</p>	<p>Action: Brennain will share list of comparative prices for promotional materials at next meeting. Discuss water bottles distribution to younger players.</p>	
<p>Technical Coordinator (Meaghan Spykerman)</p>	<p>-Discuss making shoulder pads mandatory for the Association. Ringette Ontario has officially made them a recommendation for players of all ages; no longer required equipment.</p> <p>-Meaghan to get clarification on whether this is an official change by Ringette Ontario. Defer discussion until Ringette Ontario's notification of this change to the membership.</p> <p>-Meaghan has sent an email to all WFRA coaching staff about qualifications required. She will also include link for the online criminal record check.</p>	<p>Action: Defer discussion on shoulder pads until notification from Ringette Ontario of this official change.</p>	
<p>Sponsorship Coordinator (Leslie King)</p>	<p>-Jerseys being ordered now that draft is complete. Will provide blue and white West Ferris jerseys to the teams until jerseys arrive.</p>		
<p>Tournament Coordinator's Report (Niko Gregorin)</p>	<p>-He will ask Brennain to email the Association and request volunteers for the upcoming Regionals in March 27-29, 2020. We will need approximately 10 people to organize this tournament and will look to form sub-committees and break down responsibilities.</p>		
<p>New Business</p>	<p>-No new business. All addressed in Director reports.</p>		
<p>Adjournment: Next meeting:</p>	<p>Adjourned at 8:33pm Next meeting: Monday, October 28, 2019 at 6:00pm-Location: IG Wealth office.</p>	<p>There being no further business, the meeting was adjourned at 8:33 pm. All in favour.</p>	