



**WEST FERRIS RINGETTE ASSOCIATION
MINUTES OF MEETING**

ANNUAL GENERAL MEETING

|April 28, 2016

6:30 PM

Pete Palangio Arena Boardroom

North Bay, ON

Name	Position	Attended	Regrets	Name	Position	Attended	Regrets
Kelli Pace	President	x		Kevin Shymanski	Equipment Coordinator		x
Richard Spykerman	First Vice-President	x		Keith Boegel	Web Coordinator	x	
Tania Beatty	Treasurer	x		(Jeff Francom)	Tournament Coordinator		x
Marilyn Ablett	Ice Director	x		Alexandra Parker	Referee-in-Chief	x	
Tiana Cote	Registrar	x		Carrie Read	Publicity Coordinator	x	
Nancy Stephenson	Secretary	x		Barb Guay	Technical Coordinator	x	
Pauline Latimer	Ways & Means Director		x	VACANT	Sponsorship Coordinator		
Erin Johns	Rep Director	x					
Bryan Brouse	House League Director	x					

General Membership Attendance: Meaghan Spykerman, Caitlynn Spykerman, George Seymour, Stephen Hamilton, Dan Sawyer, Phillip Penna, Terry Ablett

Call to Order The Meeting was called to order by Kelli at 6:34 pm

Agenda Item	Key Points of Discussion	Action	Status – Contact Person
Additions & Adoption of Agenda		Motion to approve minutes - Seconded -	
Adoption of Minutes from April 29, 2015	<p>Correction to minutes: Should read U16A, not U16AA got Sportsmanship Award. Tiana’s report wasn’t included, Marilyn’s was in twice.</p> <p>No business arising from 2015 minutes.</p>	Motion to approve as amended – George Seymour; Seconded – Richard Spykerman All in Favour, Carried.	
President’s Report (Kelli Pace)	<p>This season has been a highly successful one for the WFRA. We were out in the community at community events like the YMCA Healthy Kids Day and the Canada Day celebrations to bring our sport to the city. The Learn to Skate program was full and our numbers are up in U10 over previous years. House League went well, or at least better than it has since I became President. Overall, the teams were fairly evenly matched and the finals were exciting.</p> <p>Our rep teams did exceedingly well this year, winning 20 medals and two sportsmanship awards. The budget is balanced and the association is operating in the black for the third straight year. We had an influx of mainly young referees and I look forward to watching them develop. We also had a tournament this year, after having to cancel the tournaments for the past two years, and hope it continues to grow next year.</p> <p>I think the association is growing and is in a good position to face any hurdles that may arise. I would like to thank our many wonderful volunteers and the executive for a fabulous year!</p>		

<p>Treasurer's Report (Tania Beatty)</p>	<p>For the 2015-2016 season again a strict budget was implemented in order to stay on budget. A quick overview of the financial statement for this season shows that the revenue for house league registration had a slight increase compared to the previous year. The revenue is up to date except for the Bingo as we are still expecting two more deposits and cannot be predicted.</p> <p>In regards to expenses, as mentioned during last year's AGM, this year's focus was toward advertising and equipment purchases. We increased both compared to the previous year but I believe it was a necessary investment.</p> <p>At the moment, the books again for two consecutive years will be balanced and will not be in deficit. We were waiting for the final numbers in order to invest in new first aid kits for all house league teams' coaches. Will also use part of the remaining funds to advertising and be present during community events.</p> <p>I am looking forward to another great ringette season.</p> <p>Tania further reported that:</p> <ul style="list-style-type: none"> - No cost to association to run camp, we break even. - There is a potential loss of future bingo revenue as there has been discussion of bringing a casino to North Bay – some support, some don't. Hard to plan for as don't know what will happen. Would mean an increase in fees. Bingo, on behalf of charities, did make a presentation to City Hall. An audit was completed in 2005, demographic of bingos versus casinos; expected decrease isn't as dramatic as in different demographics. - Equipment expenses – Kevin got a good deal on pants. We can continue to ask for donations of outgrown equipment. 		
<p>Registrar (Tiana Cote)</p>	<p>This year we had approximately 215 registrations. Including the Nipissing University Team.</p> <p>There were approximately</p> <ul style="list-style-type: none"> 34 LTS 32 U10 23 U12 19 U14 21 U16 9 U19 22 19+ <p>We had many register at and around the time of the Banquet which is great.</p>		

	<p>There were issues with the ORA Website which made for some interesting complications in Sept and October.</p> <p>Online registrations are great. Skaters Edge registrations made things easier for people to pay in a more convenient way.</p> <p>Tanya took care of all the fees, so that is a great help to me.</p> <p>I've received lots of emails regarding the learn to skate. It was a huge success. More parents wanted to register their children as the word got out.</p> <p>Tiana further reported that:</p> <ul style="list-style-type: none"> - Learn to Skate seems to be the “bread and butter” – we had to cap at 40 participants (the City enforces this, not us). We have run 2 sessions in the past. In order to run an additional session we would need a second person to run it; Kelli could ask Jeff to mentor someone, we could use our own association volunteers as we have done in the past. If no second session, consider raising fees? Currently \$175.00 for 16 sessions which runs approximately every 2 weeks. We can look at other associations to compare. - Percentage of increase in registration over past year – would have to break down by age group. - Feed-back for those not returning – mostly commitment due to schooling. 		
<p>House League Director's Report (Bryan Brouse)</p>	<p style="text-align: center;">2016 WFRA AGM</p> <p style="text-align: center;">HOUSE LEAGUE DIRECTOR'S YEAR-END REPORT</p> <p>PRESENTED BY: Bryan Brouse, House League Director</p> <p>U10 Division</p> <p>The U10 Division saw 3 teams alternating between practices and games on alternating ice sessions, with more games and fewer practices held as the season progressed. In February, it was decided that scores and standings would be kept for the remainder of the season. This resulted in the first U10 playoffs in a number of years! The change to keeping score in U10 was in keeping with the ORA and Ringette Canada's shift in philosophy regarding competition in the U10 division.</p>		

In the playoffs, Shriners defeated Tim Hortons White, while Tim Hortons Blue earned the bronze medal.

No major problems or issues arose during the season.

U12 Division

This division had 2 teams competing this season. The teams were unbalanced to start the season, as Clean Water Solutions had trouble winning games early in the season. A player switch occurred in an attempt to bring parity between the teams.

The playoffs were held as a best-of-three championship, in order to make more meaningful games as the season came to an end. Northern Sports Photography finished the season with a 17 win, 9 loss, 2 tie record, claiming the gold medal by defeating CWS (9W-17L-2T) 2 games to 1 in the final series.

No major problems or issues arose during the season.

U14U16 Division

Two teams battled in the U14/U16 division this season. Teams were generally competitive throughout the season. The Engraving Shoppe finished first in the division, with a 10-9-6-(W-L-T) record. Skaters Edge finished the regular season in second place, with an 9-10-6 (W-L-T) record. The playoffs were held as a best-of-three championship, in order to make more meaningful games as the season came to an end. Skaters Edge claimed the championship over The Engraving Shoppe, winning the best-of-three series 2-0.

No major problems or issues arose during the season.

JBO

U16, U19 and Open divisions were once again combined together in this division. The year started with 3 teams large teams due to a lack of goaltenders. A new goaltender joined the division part way

	<p>into the season, allowing a 4th team to be created. Several players from the existing teams were redistributed onto the new team, and standings were reset to zero. Elk’s Lodge finished the regular season in first place, with a 11-5-1 (W-L-T) record. TD Bank finished in second (10-5-2), with Grecos (7-10-0) and King Sportswear (4-12-1) rounding out the regular season standings. TD Bank captured the championship over Elks Lodge in the final, in OT.</p> <p>We will again look to see if there is interest in splitting this division into a competitive side and a recreational side for next season by having registrants indicate their preferred level on the registration form.</p> <p>Overall, as successful season!</p> <p>Bryan Brouse WFRA House League Director</p> <p>Further discussion ensued:</p> <ul style="list-style-type: none"> - Most trouble-free year - Would encourage we run U14/U16 same way again (some played down) - U10 – 2-minute periods – straight time. O.R.A. have set way to run this. At the beginning, two periods, 14/16 minutes before Christmas. Ended up doing 3 minute periods as 2 minutes not long enough – started this in February, should have started earlier. Also have penalties after Christmas. 		
<p>Ice Director Report (Marilyn Ablett)</p>	<p>The role of Ice Director is to manage the ice contract with the City and to fairly allocate ice time to all divisions of house league. This involves the scheduling of games and practices and any conditioning and skills development sessions. Practice ice is also allocated to the Rep teams on a charge-back basis. Our ice bill for the season, as of April 19, was \$46,303.94.</p>		

For the 2015 – 2016 season each house league team had the following scheduled ice times:

	Practice	Games	Skills/Cond	Powerskating	3-on-3	East/West	
U10	15	23	4	2		1	45
U12	13	27	4	2	2	1	49
U14	12	30	4	2	2	1	51
JBO	1	31	4	2	4	1	43

Learn to Skate had 16 sessions plus their own Christmas Skate. This year we moved the scheduling of LTS around so that they weren't always in the Sunday evening prime time ice. Jeff and I made efforts to schedule LTS when it was difficult to schedule house league (i.e. Saturday afternoon) or when rep teams were out of town on Thursday evenings.

In addition to the power skating sessions listed above, Lisa Lynch organized a power skating session for the Association with Andrea Rochefort that was held throughout the season on a pre-registration basis. This was a great use of our ice, at a close to break-even basis, that made productive use of our house league ice that would have been difficult to incorporate into the house league schedule.

At the end of the season we allocated the last couple of nights of ice for 3-on-3 that was open to all players free of charge.

The following number of sheets were schedule for the rep teams usage and charged back to them on a cost-recovery basis:

U10	6.5
U12R	15.5
U14B	12
U16A	41
Open	1

Marilyn reported the following, discussion ensued:

- Lisa Lynch organized power skating sessions – ran 11 session, broke even.

	<ul style="list-style-type: none"> - Rep teams buy ice from the association at cost - 3 on 3 – great format – ran in the summer when Sara Parentea did it but need someone to run it. Do require up-front payment. Marilyn can advise when summer ice comes out. Carrie and Erin are interested. Marilyn can find out if there is any ice in September. All ice is used up for Spring. Last year Sudbury ran a 3 on 3 tournament. However, at \$140.00 per hour, have to make sure you have a commitment. Kids are keener in September. Have to get ice contract first, comes out in August, there is a quick turn-around. 		
Rep Director's Report (Erin Johns)	<p>The Rep Program had a very successful year. U10 Gold and sportsmanship award U12 Regional – 2 gold and sportsmanship award U14 Regional – gold at Regionals U16A – 2 gold, 2 silver, silver at Provincials Open – Silver</p> <p>Several players from the association had the opportunity to play AA and AAA this year. Tryouts have been completed for U12, U16A and U19A. Erin Johns is coaching U12, Richard Michauville U16A and Terry Ablett U19A. U12 has not confirmed their level of play at this point. U16A is actively recruiting a goalie. U10 had a rep program interest tryout with 14 kids in attendance. The request for regional coaches will go out this summer and tryouts will be in the fall.</p> <p>Further discussion ensued:</p> <ul style="list-style-type: none"> - U10 developed – young team (ages 7 and 8). Lots of development for U12 as well. U12 – so much fun! - Lots of interest in adult level. Could have two teams next year? - Develop evaluation of rep program. 		
Referee in Chief (Alexandra Parker)	<ul style="list-style-type: none"> - Successful season for on and off ice officials - Accomplished a lot of goals, recruitment goal to get 4 new refs each year, got 5; 4 interested in developing - Confidence has been an issue in the past, there has been improvement - Everyone has been very professional - Would like to thank George for developing on-ice program and running clinics - Meaghan Spykerman achieved Level II and will be asked to participate in POD program - North Bay tournament is a good opportunity to ref 		
Ways and Means Director's	<p>Phillip would like to talk to someone about an opportunity to apply for funding through the government for 150 years. Certain fund-raising items have to be approved by the ORA board. Will send info to Kelli.</p>		

Report (Pauline Latimer)			
Sponsorship Coordinator (VACANT)	-		
Web Coordinator's Report (Keith Boegel)	<p><u>Web Director's Report</u></p> <p>1. Summary</p> <ul style="list-style-type: none"> • Traffic to the WFRA website has increased this past year. Visitors looking for information on the Agnes Jacks Tournament generated a great deal of this traffic. • The www.westferrisringette.ca website experienced no service interruptions in the 2015/16 season. • The majority of our web traffic comes from users pointing their web browsers directly to our domain name, suggesting that our domain name is familiar to the bulk of our visitors. • The site is easy to navigate, and visitors are quick to find the information they are looking for. <p>2. General Information</p> <p>The West Ferris Ringette Association has continued to demonstrate that it is a trusted and valuable source of information for the association membership. This report will outline some of the statistics that further qualify and quantify the visits to the WFRA website.</p> <p>In terms of change to the website, 19 informational posts were created and promoted to the website in the 2015/16 season. A separate web space was established for the Agnes Jacks Tournament, including an online registration tool, as well as information related to game schedules, results, and standings. A new on-line registration form was created to match the contents of the updated paper-based registration, and also to provide email notification to the Registrar and Treasurer when new registrations are recorded online. Lastly, regular updates were made to the House League schedule webpages to accommodate the changes throughout the</p>		

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Month	Unique visitors	Number of visits
Apr-15	1093	1541
May-15	734	1824
Jun-15	465	930
Jul-15	363	687
Aug-15	525	1236
Sep-15	1333	2204
Oct-15	1745	2896
Nov-15	1597	3011
Dec-15	638	1405
Jan-16	1142	2433

Feb-16	808	1363
Mar-16	622	1228

Nearly 80% of our monthly traffic is generated by users directly entering the WFRA website URL into their web browsers, and roughly 18% of our site's traffic is represented by visitors that are referred by various search engines (Google and Yahoo! being the most popular). The remainder of the visits to our website are referred by other websites with links to the WFRA site, the most popular ones being:

- www.ringette.ca
- www.ontario-ringette.com
- www.northeastringette.com
- www.facebook.com

The top three search terms and words for this past season are as follows:

Search Terms	Search Words
westferrisringette northbayontario west	ringette west
ferris ringette	ferris
north bay ringette association	

Our top five most popular areas of the website for the 2015/16 season were:

1. Tournament Results
2. Schedules (House League)
3. Agnes Jacks Tournament
4. East vs. West
5. Registration

The traffic generated to the "Tournament Results" page is an indication that tournament participants expected to have access to real-time statistics on the tournament proceedings. Although the Agnes Jacks Tournament webpage was setup to accommodate real-time

results/standings, the statistics administrators were unable to update the website in a timely manner. It is presumed that insufficient training was provided in the last days leading into the tournament, and that the organizing committee volunteers were consumed with unforeseen tournament-related activities at the arena. It would be recommended that for future tournaments, the Webmaster be responsible to receive the real-time statistics and update the website accordingly. This would allow the organizing committee to focus on the tournament, and at the same time, provide the public with up-to-date results and standings on the tournament.

In the table below, we can see that visitors to the West Ferris Ringette Association website continue to spend short periods of time reviewing content. This kind of behaviour is in line with the fact that our top two data sources viewed are our informational postings, and our schedules. Visitors are quick to find what they are looking for, collect the information they require, and leave the website.

Duration	% of Average Monthly Traffic
0s-30s	81%
30s-2mn	7%
2mn-5mn	4%
5mn-15mn	3%
15mn-30mn	1%
30mn-1h	2%
1h+	2%

Further discussion ensued:

- The tournament brought a lot of attention to the website.
- If we run a tournament again, we should send information to Keith to update the website. Used to text scores from scoresheet.
- As a selling tool we could let sponsors know number of hits (website). Logos are linked. Need to rotate page. Need to get hits per month, year, etc.

Equipment Coordinator (Kevin Shymanski)	<ul style="list-style-type: none"> - Approximately 60 sets of equipment loaned out this year. - Everything was returned as requested. - It is important to return equipment so it's available for players the following year. - Minimal amounts of new equipment purchased this year. 		
Technical Coordinator (Barb Guay)	<p>This year Jeff Francom ran a CSI course for a few of our new coaches. We are expecting a high number of participants in the CI certification course next year due to Ringette Canada certification changes. Our association requires all volunteers to have a police check done every 3 years and this year almost everyone showed me their checks. I started a database to keep track of police check dates and coaching certification so our executive can have this information "at a glance". Individuals can access their own coaching certification and requirements on the Ringette Canada coaching website.</p> <p>Barb also added:</p> <ul style="list-style-type: none"> - No association records re qualifications. Jeff ran CSI but this will be phased out, will have someone qualified in town to run clinics so don't have to travel. Need more young people. - Started a spread-sheet, For coaches or bench staff need to know qualifications as Barb can't access this information herself. - For those getting police checks, extra fee involved, one for finger-printing (\$25.00) on top of \$75.00. You can get a letter from the association and they will waive those two fees. - 		
Publicity Coordinator's Report (Carrie Read)	<p style="text-align: center;">Publicity Report 2015-16</p> <p>April 25, 2016</p> <p>The West Ferris Ringette Association has had a great year from the Publicity stand point. The Association has participated in a number of community events to promote Ringette in the North Bay area and there have been a number of new registrants to the association which led to registration for the Learn to Skate program with a maximum of 40 participants as well as an increase in the number of teams in the U10 division from 2 teams in 2014-15 season to 3 teams in 2015-16 season.</p> <p>Below are the community events that the Association participated in in the 2015-16 Season:</p> <p>YMCA Healthy Kids Day – May 2015 Canada Day Celebration – North Bay Waterfront – July 2015 North Bay Softball Association Tournament – Display Table – August 2015 North Bay Youth Soccer – Pamphlets at games and closing field day – August 2015</p>		

	<p>Come Try Ringette – August 31/15 and September 18/15 - flyers to Catholic Schools and Public Schools to be delivered to Kindergarten to Grade 3 students Santa Claus Parade – WFRA Float – November 2015 Coach for Food – Tom Hedican - U10/U12 team participation – media present – December 2015 Christmas Craft Show – U10 Rep Team participation – December 2015 The 2016-17 Season has also started with some community events to promote the Ringette and the Association the following: Pascoe Rentals Trade Show – Display Table – April 2016 Come Try Ringette – April 24/16 YMCA Healthy Kids Day – Display Table – upcoming May 1 2016</p> <p>Carrie Read, WFRA Publicity Director</p> <p>Further discussion ensued:</p> <ul style="list-style-type: none"> - Radio ad beneficial re attendance at Come Try Ringette. Targeted older kids as well. - Canada Day was huge, Jeff does games with sticks and rings etc. - Best year for media – BayToday, Nugget. - Going to be using new communication tool, “Google Group” – with privacy guidelines – reminders re schedules etc. Once you subscribe, it comes via your email. 		
<p>Tournament Coordinator’s Report (Jeff Francom)</p>	<p>-</p>		
<p>By-Law Amendment Motions</p>	<p>Tania Beatty would like to propose the following motion: “I suggest the President and the Vice President be elected on alternative years. For instance, maintain the President position on even years and the Vice President position on odd years starting in 2018 with the President being elected for a 2-year term and the Vice President for a 1-year term to be re-elected the following year (in 2019) for a 2-year term; maintain this pattern of a 2-year term.” Rationale: “It would be more beneficial for the association if the President and Vice President not be elected on the same year to ensure continuous flow. In the situation where both are being filled by new members it would be more beneficial to have someone with the knowledge of what was done in the past.”</p>		

	<p>Tania Beatty motioned to accept by-law amendment as stated above; Tiana Cote seconded. All in favour. By-laws will be updated.</p>		
<p>New Business</p>	<p>Kelli would like to open discussion on the possibility of executive members and head coaches getting 50% off fees for one player. If you do multiple roles, you still only get 50% for one player only. Assistant Coaches and Managers would get 25%.</p> <p>Discussion ensued:</p> <ul style="list-style-type: none"> - Softball executive does this. - If you look at the income statement, 11 teams at \$400.00 would wipe out positive income. - Want people there for the right reasons - Don't have the money to support it unless we increase fees - At this time we can't afford it; if registrations increase, will re-visit. - People can work bingos to save money. They don't read the emails, are afraid of doing bingos. We should put it out there more. <p>Marilyn Ablett would like to open discussion on the following: "I would like to suggest that we need more executive members at meetings and/or trainees for positions so that we can transition over the next 2 years. The executive will be decimated in 2-3 years and we need members in place who have knowledge of the history (so that changes aren't proposed or made without prior knowledge of why current by-laws and procedures exist) so that we have continuity."</p> <p>Discussion ensued:</p> <ul style="list-style-type: none"> - Need to get more U10 and U12 parents involved. - Identify and bring them in on small projects. Used to have them volunteer in the boardroom at tournaments and then transitioned in. - Let Jeff know we have to have parents in there during our tournament. - Lots of promoting ringette opportunities to get them involved - Coaches can talk to them. - Trainees can learn positions - Jeff – not technically the tournament director but he can train someone. Can ask for help/trainees - Erin has talked to parents about getting involved - Don't need to know the game to chip in - Start with simple tasks, data entry etc. - Publicity events – get new helpers, always need a lot of help for Canada Day etc. <p>Barb suggested that the more succinct our emails, the better (publicity). Tag line is important, with one or two lines of text. Sending all in one email by Sunday doesn't work; one idea per email works better and is easier to</p>		

	find by subject line.		
Election of Officers - nominations	<p>President: Barb nominated Kelli Pace; Alexandra Parker seconded. Kelli accepted. One abstained, none opposed. Remainder All in Favour.</p> <p>Vice President: Barb nominated Richard Spykerman; Terry Ablett seconded. Richard accepted. All in Favour.</p> <p>Treasurer: Barb nominated Tania Beatty; Alexandra Parker seconded. Tania accepted. All in Favour.</p> <p>Rep Director: Barb nominated Erin Johns; George Seymour seconded. Erin accepted. All in Favour.</p> <p>Tournament Coordinator: Jeff Francom will do this position but doesn't want official title. He needs a trainee – depends on who plays. Submissions for approval for tournaments at end of June, that's when sanctioned events list comes out. Carrie Read willing to be trainee.</p> <p>Equipment Coordinator: Barb nominated Kevin Shymanski; he declined, however he would be willing to help someone out. Need to engage younger parents. Executive members will always help out too. Don't need to know the sport. Dan Sawyer agreed to put his name in. Barb nominated Dan Sawyer; Tiana seconded. Dan accepted. All in Favour.</p> <p>Referee-in-Chief: George Seymour, Meaghan Spykerman, Alexandra Parker, and Stephen Hamilton were all nominated. George Seymour declined but will still help out. Meaghan, Alexandra and Stephen all wished to stand for this position.</p> <p>Meaghan would like to work more with younger referees and get more involved.</p> <p>Alexandra has served for several years and feels she still has more to contribute; she is still developing herself, and wants to be part of development. She would like to see a POD (Progressive Officiating Development) program in Northern Ontario; have referees attend some mandatory tournaments and all POD refs at U12 Provincials. House League refs need to be evaluated. Referee in Chief is the technical evaluator at Level I. George is willing to help in that process.</p> <p>Stephen has 25 years of experience, 7 as a coach. He became interested again. Has reffed Nationals, Level 4 official, has experience with evaluations. He feels he has a lot to offer the board. He would like to foster, mentor, evaluate and guide. Looking at on-line tools for scheduling.</p> <p>Discussion ensued:</p> <ul style="list-style-type: none"> - Tania has taken over payment of on and off-ice officials - Bryan pointed out that as a house league coach, it is important to mentor new referees, provide more feed-back at half-time, after games, etc. Off-ice is constructive but on-ice is important as well especially in terms of confidence issues. - Meaghan pointed out that there are two evaluation forms available on line. One touches more on technique. Would have been nice to have more critique before-hand. Alexandra added there is a booklet as well (as a tool), <p>This position went to a vote: Stephen Hamilton was the successful candidate. He accepted the position.</p>		

	<p>Motion that the ballots be destroyed – George Seymour; seconded by Tania Beatty. All in Favour.</p> <p>Ways and Means: There were no applicants for this position. Pauline will help out (i.e. do paperwork). Scheduling for bingos and coordinating volunteers is a large part of the position. Discussed Rep teams doing 2 bingos. Can contact Lisa Lynch and ask her as well as Nicola Norman.</p> <p>Sponsorship Coordinator: This position has been vacant for several years. Not too difficult, patterns with same sponsors now. No rejections for the most part. Also help with tournament coordinator.</p> <p>Will send out email regarding 3 (2?) positions not filled.</p>		
<p>Adjournment</p>		<p>There being no further business, the meeting was adjourned at 8:50 p.m. Motioned by George Seymour; Seconded by Bryan Brouse All in favour .</p>	