

**WEST FERRIS RINGETTE ASSOCIATION
MINUTES OF MEETING**

**April 12, 2023 at 6:30pm
Pete Palangio boardroom**

Name	Position	Attended	Regrets	Name	Position	Attended	Regrets
Darren Pacc	President	x		Pam Voght	Equipment Director	x	
Stephen Hamilton	Vice President	x		Lori King	Web Director		x
Kelli Van Buskirk	Treasurer		x	Kyra Brownlee-Barnett	Referee-in-Chief		x
Erin Johns	Ice Director	x		Jade Cayen	Publicity Director	x	
Josée Lebel	Registrar	x		Meaghan Spykerman	Technical Director	x	
Shawnah Smales	House League Director	x		Olivia Parker	Sponsorship Director	x	
Marc Desroches	Rep Director	x		Chris Phillips	Tournament Director		x
Trina Palmieri	Secretary	x					
Maxine Samson	Ways & Means Director	x					

Others in attendance: No others in attendance.

Call to Order: 6:34pm

Agenda Item	Key Points of Discussion	Action	Status – Contact Person
Additions & Adoption of Agenda	-Review minutes from March Executive meeting for approval and WFRA records/website records. -Addendum-from Jade-Teams in RAMP - when to delete teams at the end of the season?.	Motion: “To approve the minutes from March 2023 meeting.” Motioned by Olivia, seconded by Meaghan . All in favour. Motion: “To adopt today’s agenda and	

		addendum.” All in favour. Action: Trina will send Lori minutes to post on our WFRA website.
Business Arising	<p>a) Confirm date for WFRA banquet (Shawnah)-Banquet is confirmed for Friday, April 14 at 5:00pm; older players volunteering with games, prizes and pizza, medals and dance</p> <p>b) Confirm details for AGM (Trina) -need Director reports by April 20, 2023 -review available positions with group with no candidates -review date for bylaw amendment request-April 12, 2023 -new bylaws based on legislation and Darren will confirm whether we need to vote on these new bylaws at our AGM</p> <p>c)Fair Ice guidelines-approved (Darren) -Darren to make modifications and will send to group</p> <p>d) Which role descriptions are still outstanding? (Darren to report) -Darren has received all the role descriptions and will be building into the new bylaws</p> <p>e) Need for more Bingo volunteers and ideas to recruit (Maxine) -Bingo ladies have helped us for 9 Bingos last year, and they have already helped us for 4 Bingos this year already; how best to recruit? -message to membership including education on importance of Bingo revenues helping with our registration fees and outline what the role entails; how to enforce if making it mandatory if requirement with registration -make it a campaign and messaging over a period of time; Q&A on the website and testimonials -Maxine to work with Jade and Lori on recruitment of volunteers</p> <p>f) Update from jersey committee (Jade)- Hometown Rivalry is no longer able to work with us due to workload constraints and instead will use 8two Apparel to create and produce rep jerseys-custom sublimated home and away design, no deposit, no design fee, \$60/jersey includes tax and shipping and 2-3 weeks for production once design is approved. Will likely have a design proof in June and they will send sizers as well.</p> <p>g) Discuss results from WFRA award nominations (Trina)-results from WFRA nominations reviewed for each category and voted on by Executive</p>	

	<ul style="list-style-type: none"> -Don Pecore-volunteer for years of service promoting ringette-George Seymour and Josee Lebel -Youth Volunteer-youth volunteer of the year-Maddison Gribbon -Neil Mallory-most improved team-Fun 3 Development team -Lifetime Contribution-long time volunteer making significant contributions to the WFRAs-Olivia Parker -Jeff Francom-adult volunteer of the year-Julia Hogan -Shir-Don-team showing class, conduct, competitiveness, character-U14B Rep team <p>h) NRS camp is going ahead with camp in July in North Bay and there is ice available-Jade will send info to Stephen so he can follow up with City about room being available for instructors</p>		
President's Report	<ul style="list-style-type: none"> a) Standing items-Risk Management, Player Safety and Volunteer Engagement <ul style="list-style-type: none"> -no new risks identified -will need to look at Executive realignment/leadership structure change soon and expecting update on Regional changes after tomorrow's meeting 		
Vice President's Report	<ul style="list-style-type: none"> -Still working on video and next step is to put together video clips and scripting; told Patrick it needs to be ready July 		
Treasurer's Report	<ul style="list-style-type: none"> -We'll be invoicing the rep teams soon for the last of their ice; summer ice to be paid; RO insurance certificates are only good until June 15 so as soon as I can, I'll get the insurance certificate for the city for the summer ice. -will send Darren with the officially official money pencil case to collect for rep tryouts as well as some cheques for the banquet group so they can pay for stuff in case I'm not back in time -Skaters invoice for team apparel and has been separated and sent to rep teams for payment 		
Publicity Director	<ul style="list-style-type: none"> -Information session-30 online participants and a few in person and overall it went well but some technical issues-feedback was good in regards to content -social media continues to trend upwards -advertising CTR for Tues, May 2-1 session for players and 1 session for goalies/adults as well as advertising for rep tryouts; will boost post on Facebook for CTR; posted on our website as well -Kyra and Olivia to take pictures at banquet so they can be posted -external communication about grant monies to community groups-gift certificates ready at Source-skates, helmets, sticks and invited to come to CTR events -Spring and summer events-Maple Syrup festival-, CTR-May 2, OutLoud, East Ferris Trade show-May 27, Bingo advertisements, summer ice; Darren will send application for Canada Day celebrations -end of season surveys for rep and houseleage to be sent out soon 		

<p>Ice Director Report</p>	<ul style="list-style-type: none"> -rep tryouts and conditioning ice has been posted -we received 5 summer ice dates-all Sundays (1815-2015)-2 hours each day and Erin will accept this contract before Friday; can break down into 4 divisions and share the ice on alternating weeks-can send out survey to membership before confirming groupings -who is in charge of planning summer ice?-Erin will create subcommittee-Meaghan, Maxine, Jade and Marc will volunteer to help-skills and drills, scrimmage -RO is accepting applications for tournaments and need to be submitted by June 30-Erin has submitted request to City for local tournament with ice request on Jan 19-21, 2024-will need at least 3 ice pads -all in agreement to move forward with local tournament and Darren will discuss further with Chris and complete application with specifics; will develop a subcommittee to discuss tournament planning -discussion on posting schedule with more leeway 	
<p>Registrar</p>	<ul style="list-style-type: none"> -when to delete teams in RAMP-after April 30 as per Josec; can archive the rep teams and close out the RAMP and can leave houseleague teams only-Josec will remove Jade and Meaghan from the rep teams in RAMP -discussion for billing for registration since we will be reimbursing RO; we will continue to pay RO fees for volunteers -registration opened April 1 and to set early bird registration fee with savings of \$25 and new date of August 1, 2023; Josec will work with Maxine on allocating Bingo fees towards registration -discussion on volunteer module, can make opt op \$0 instead of penalizing them and that it is not mandatory, can specify which family members want to volunteer; will go forward with volunteer module and ensure to include section if someone is not interested in volunteering (ie. timekeeping, refs, publicity, tournament, Bingos) -discussion on introducing a mentorship model -for example-older players scrimmaging with younger players-make it a formal expectation and goal is to make younger players stronger and make our Association better; discussed the importance of having an internal elite development structure; look at making a subcommittee to discuss further and make rep coaches part of this group as well 	
<p>House League Director's Report</p>	<ul style="list-style-type: none"> -declaration for A teams by May 31, 2023 Results of house league final games posted online 	
<p>Rep Director's Report</p>	<ul style="list-style-type: none"> -many successes at Timmins Regionals -still confirming evaluators for tryouts -looking to help with interview for Open A coach -finalized coaching positions for U14A-Meaghan, U16A-Jade and U19A-Erin -U12 and Fun 3 coaching applications received and conducting these interviews after spring tryouts, likely in May -looking at setting up a coaching subcommittee and tie in with mentorship 	

Ways and Means Director's Report	-recruiting Bingo volunteers discussed in Business arising		
Equipment Director	-Sunset Park and Heritage have contacted her about ringette gym equipment -hockey association will be organizing disposal of garbage from their office and will let us know so we can share in using disposal unit; we can help with costs. Nothing to report.		
Web Director's Report	Nothing to report.		
Referee in Chief	Nothing to report.		
Technical Director	Nothing to report		
Sponsorship Director	-looking at possibly increasing sponsorship costs-can look at basing our team sponsorship fees on set of jerseys and ice costs -\$750 in first year and help with initial jersey and start up costs and then less in following years -include interest in sponsoring on RAMP registration or potential contacts Nothing to report.		
Tournament Director's Report	Nothing to report.		
New Business	No new business.		
Adjournment: Next meeting:	Adjourned at 8:56pm. Next meeting Tuesday, May 16 2023 at 6:30pm. Erin to confirm location.	There being no further business, the meeting was adjourned at 8:56pm. All in favour.	