

**WEST FERRIS RINGETTE ASSOCIATION  
MINUTES OF MEETING**

**August 11, 2022 at 6:30pm  
North Bay Public Library, ON**

<b>Name</b>	<b>Position</b>	<b>Attended</b>	<b>Regrets</b>	<b>Name</b>	<b>Position</b>	<b>Attended</b>	<b>Regrets</b>
Darren Pace	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	
Shannah 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**

<b>Agenda Item</b>	<b>Key Points of Discussion</b>	<b>Action</b>	<b>Status – Contact Person</b>
Additions & Adoption of Agenda	-Review minutes from June Executive meeting for approval and WFRA records/website records.	<p><b>Motion:</b> “To approve the minutes from June 2022 meeting.” Motioned by Stephen and seconded by . All in favour.</p> <p><b>Motion:</b> “To adopt today’s agenda and updates.” All in favour.</p>	

		<b>Action:</b> Trina will send Lori minutes to post on our WFRA website.	
<b>Business Arising</b>	<p>1) Club funding agreement grant from Ringette Ontario spending confirmation-Darren. Thank RO publicly online following other Associations?  -half of money-contract will be used for radio/Country FM-30 second commercials x 2 weeks, digital marking app with direct link  -second half of money towards goalie equipment-\$4750 into account for us to spend-credit at Source for Sport  -we have already thanked RO on our website and on Facebook post  -reporting to RO on how monies spent is due by August 31, 2022.</p> <p>2) Next steps discussion on divider pads (Pam/Olivia). From last meeting, Olivia had offered to visit Gateway Signs and confirm whether they can complete the divider pad. Discussion at next meeting on next steps.  -Olivia has been unable to meet with Rick at Gateway Signs and difficult to contact him-physically there x 3 times  -she will look at exploring other sources and pricing to complete divider pads, and report at next meeting</p> <p>3) Discuss payment for referees and minor officials monthly for next ringette season. Deferred from last meeting so Kelli can review material.  -discussion in Kelli's agenda item</p> <p>4) Online vote from June 17, 2022  With 13-15 players per team our existing "Jacks" Open Division is \$425 per player @ 36 games/season, this would total \$12 per game. Pecore is going to be 1x per week or 22 games. At 12 per game this would be \$260.00. I feel this is a representative rate to charge for this Pecore- especially considering a number of participants will need to invest in new equipment.</p>		<p><b>Motion:</b> "Establish the player fee at \$260 for the new Pecore Open division."</p>

		80% in agreement and carried. This is now included in the registration package.	
<b>President's Report</b>	<p>A) Discuss Recruitment and Retention working group meetings. We have worked out a 'schedule' of recruitment activities and articulated some key messaging we want to start using including: "It's just different, this ice is just different, The family sport, fun family friendship fitness , available for everyone, cost effective/affordable, I am ringette, I am WF63."</p> <p>-marketing is ready to go and CTR event is scheduled-Sept 10 1:00-3:00pm (4-14 yrs in advertisement)</p> <p>-at this time, focusing on entry level groups with CTR event</p>	<b>Action:</b> Trina to organize mobile signs in the city to advertise CTR and registration.	
<b>Vice President's Report</b>	<p>-Stephen working with Phillip for the storyboard for promotional video</p> <p>-waiting for messaging for video from Recruitment group and will use as template for storyboard</p> <p>-have on ice footage and will be getting off ice footage when the season starts</p>		
<b>Treasurer's Report</b>	<p>The WFRA has \$12,961 in the Bingo account and \$15,505 in the main operating account. The grant money was finally received, deposited and spent.</p> <p>Motion request-I would like to table a motion regarding the main Operating Account. Right now, we can only write cheques and it takes two signatures for any transactions. I'd like to change that so that we only need permission from one account signing authority in order to do e-transfers. Right now, any cheques that get written, get put into a google doc so Tania can keep track of them. The e-transfers would get added to the doc for tracking by Tania. We would continue to write cheques on the lottery accounts.</p>	<b>Motion:</b> "WFRA will only need permission from one account signing authority in order to do e-transfers from the Operating Account." Motedioned by Kelli and seconded by Stephen All in favour and carried.	
<b>Publicity Director</b>	<p>Update: good positive activities on social media platforms (ie. increased in new page likes and followers)</p> <p>Discussion on role clarification (ie. answering messages on social media accounts, creating publicity posters</p> <p>-can she remove people on Facebook account so only she is responsible for the account? Agreement to do so.</p> <p>-for sake of consistency and best to go through one person</p> <p>-bylaw states that all communication to go through Publicity Director</p>		

	<p>-Stephen will send info to Jade from Nipissing University School of Business for placement. She will discuss her role with Coordinator.</p> <p>-She will be responsible for all mass emails from WFRA including - registration info, rep team interest, info for Coaches/Staff, RO/WFRA policies/announcements, requests for volunteers, special events and AGM</p> <p>-this will ensure all our communication meets WFRA guidelines (ie. correct language)</p>		
<b>Ice Director Report</b>	<p>-remove the first week of school and start on Saturday-Sept 10 with CTR, wants to include some conditioning before tryouts</p> <p>-discussion on working with other WFRA rep teams to organize exhibition games in a loop-typically up to discretion and budget for each rep team to organize exhibition games</p> <p>-WFRA does build in power skating and elite development to help develop rep teams</p> <p>-Rep Director will convene with bench staff of rep teams (B/C) to discuss tournament selections and attempt to coordinate together as an Association</p> <p>-typically use most of our ice and will offer to teams before turning back ice to City</p> <p>-will look to get Tim White to offer power skating clinics-same night as conditioning ice for house league as an idea</p>		
<b>Registrar</b>	<p>a)House league groupings? –discussion with new players and where they best fit?- there are house league evaluations to ensure appropriate groupings and for new players, can offer them a level of play that works best.</p> <p>b)Access to Ramp mass email list. She will work with Jade on email list from RAMP. Discussion on role clarification in Publicity Director section regarding email distribution.</p> <p>c)Definition of a “new player” - as brought forward by Stephen Hamilton. Do we want to define a new player? Discussion on someone out of sport x 5 years and can qualify as a new player. If not registered with WFRA for 5 years- Stephen, Pam seconded-abstain from Darren</p> <p>d) I have received a few inquiries from “new players” who registered in late December/January but didn’t get to start until February due to Covid restrictions. Do we give them the “new player” rate again? Agreement from group, that yes-they are still considered a new player and can apply with new player rate.</p>	<p><b>Motion:</b>” If a player has not been registered with WFRA for 5 years or more, they can qualify as a new player.” Motioned by Stephen and seconded by Pam.</p> <p>1 member abstained from vote. All others in favour and carried.</p>	

	<p>e) Come Try Ringette for Free - dates? different age groups?-discussed in prior agenda item</p> <p>f) Reviewed registration rates and fee structure. -we have a promo code-Board staff to register as volunteers and anyone on the ice to register as volunteers well.</p> <p>g) Bingo credit-propose that Bingo credits be used in the following ringette year since cumbersome for those with extra credits-volunteers don't always know how many credits they have -table for meeting for Maxine to participate in discussion</p>	<p><b>Action:</b> Will discuss at next meeting when Maxine is present.</p>	
<p><b>House League Director's Report</b></p>	<p>-will work with Meaghan to see what coaching staff need and create a google document -look at team draft near end of September -Ice Director will meet with Shawnah to discuss house league ice plans</p>		
<p><b>Rep Director's Report</b></p>	<p>Coaching-U12 virtual interview next week</p> <p>-have interest for U10 coach and waiting for confirmation</p> <p>Teams-18+-still interest to run as A team and may run 2 teams-A and B team</p> <p>U19-no A team and players released to SSM</p> <p>U16-running another tryout and developing a new goalie</p> <p>U14-running as B team and looking to develop goalie with 2 players sharing</p> <p>U12-will run tryouts in September</p>		

	U10-will wait for registration information		
<b>Ways and Means Director's Report</b>	Nothing to report.		
<b>Equipment Director</b>	<p>a)we will institute rental charge of \$5/rep jersey to rep teams-Pam will let Tania know how many jerseys per team</p> <p>b)Discuss an Equipment exchange.-she will pick a weekend and rent room at arena to run equipment exchange-have it the same weekend as CTR-12:30-3:30pm on Sept 10-Jade will advertise on social media, in email and on website</p> <p>c)Equipment loans starting up-cash cheque after 3 attempts and will involve Darren if necessary -go through rep jerseys in boardroom-Erin will book time -have excess of hockey equipment and will look to donate to Gerry</p> <p>c)Goalie equipment update-limited goalie equipment and unsure who has the missing equipment -discussion on ordering goalie equipment with grant money and feedback provided from group</p>		
<b>Web Director's Report</b>	Nothing to report.		
<b>Referee in Chief</b>	Nothing to report.		
<b>Technical Director</b>	Nothing to report.		
<b>Sponsorship Director</b>	<p>Sponsorship Requests</p> <p>o Email requests sent out to 65+ contacts, including all those from Pam; 3 have 100% CONFIRMED so far (Shriners, Tim's, Active Running), but have been communicating with some others.</p> <ul style="list-style-type: none"> <li>• Tim Horton's Sponsorship o Jason Kopytko emailed on Tuesday night about confirming numbers. I am onto the registration website already, just need ballpark numbers.</li> <li>• Ringette Ontario "Flip Give" o Information session on August 18th (next Thursday) @ 8pm o Team Money platform – likely will be more useful for rep teams, but I will still attend the information session for more information about</li> </ul>		

	<p>how this can benefit the association.</p> <ul style="list-style-type: none"> <li>• Thank you to those who sent me sponsorship suggestions: o Steve – 407 ETR (only available if the association is GTA-based) , Pam – AtoMc Hockey/McDonalds (only available for Atom-level hockey only, applications for 2022/23 closed in January) , Pam - OUTloud &amp; North Star Guardians (looking into these, only received them yesterday)</li> <li>• Publicity posts &amp; content about sponsorship – I can create these as I confirm sponsorship. I have a general idea of how the post can be worded &amp; can also create graphics on Canva. Will share all with Jade for review and posting</li> </ul> <p>-Suggestion for Web Director – Page with pictures of Board Directors, link Board emails to our photo; she will communicate with Lori further</p>		
<b>Tournament Director's Report</b>	Nothing		
<b>New Business</b>	<p>a) Vendor Table at OUTloud function-September 10 from 8am-8pm -Publicity will send out email to see who is interested in volunteering for table to confirm table with Outloud</p>		
<b>Adjournment: Next meeting:</b>	<p>Adjourned at 8:53pm. Next meeting Wed-Sept 14, 2022 at 6:30pm in person and possible option to be able to call in via Teams. -virtual option</p>	<p>There being no further business, the meeting was adjourned at 8:53pm. Motioned by Stephen, seconded by Erin. All in favour.</p>	