

**WEST FERRIS RINGETTE ASSOCIATION
MINUTES OF MEETING**

**February 8, 2023 at 6:30pm
West Ferris Arena boardroom**

Name	Position	Attended	Regrets	Name	Position	Attended	Regrets
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	
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: 6:36pm

Agenda Item	Key Points of Discussion	Action	Status – Contact Person
Additions & Adoption of Agenda	-Review minutes from January Executive meeting for approval and WFRA records/website records. Pam did -Addendum-No additions.	Motion: “To approve the minutes from January, 2023 meeting.” Motioned by Olivia, seconded by Meaghan. All in favour. Motion: “To adopt today’s agenda.” All in	

		favour. Action: Trina will send Lori minutes to post on our WFRA website.	
Business Arising	<p>a) Update from Darren on discussion with Paul from Source for Sports -Darren initially contacted Source for Sports Head Office to discuss issues and then Paul reached out to Darren and very apologetic and looking to hire extra staff and made payment of \$4000 to WFRA; we will consider the account settled -will leave house-league team as Team Canada and accept this as payment towards to team sponsorship for next year for Source for Sports -still some outstanding issues/payments with team apparel and Jade will send information to Darren so he can follow-up with Paul</p> <p>b) Update on house league picture day (Marc) -Feb 21 is scheduled as house league picture day during practice times-Marc will send info to Jade for Publicity -rep pictures will be arranged at a later time, but may look at organizing U14 rep team on the same day</p> <p>c) Online apparel store (Jade)-will report during Publicity</p>	Action: Marc will send Jade information so picture day can be publicized.	
President's Report	<p>a) Standing items-Risk Management, Player Safety and Volunteer Engagement -still waiting on RO/Tyler to provide template of governance bylaws to comply with ONCA (Ontario Not for Profit Corporations Act)-we may require external support in looking at risk management matrix</p> <p>b) Role descriptions and Officer and Director agreements-President, Technical Director, Web Director, Vice President, Ways and Means sent by Darren to review RO Director Agreements-confirm what Darren needs from Executive members on their role -Darren needs high level principles/points on each of our roles-general language is covered and need more specifics-can review the Director agreements he provided earlier-would like by AGM</p>	Action: Each Director to send information to Darren on your role with Executive so he can build into RO Director agreements.	
Vice President's Report	-Shawnah and Stephen are organizing extra video footage for Patrick on Feb 23-LTS and U12 and stage photos of parents and grandparents for family aspect of the sport		

Treasurer's Report	<ul style="list-style-type: none"> a) Financial statements report-include attachments with minutes/sent to group for review -rep teams have all paid their bills; will pay next ice invoices using Bingo and Nevada monies(include attachment with minutes) b) Reaching out to community groups that are named in Community Women in Sport Spotlight grant to inform them that each organization gets \$1250 to pass onto members to register for ringette and offset the cost of ringette equipment such as skates/helmets. The local organizations to receive this money will include OutLoud, the Indigenous Friendship Centre, the Multicultural Centre and LIPI -still waiting for grant money and will disperse to community groups and can ask for receipts to meet grant requirements-we can also look to buy the equipment and then provide to groups as an alternative 		
Publicity Director	<ul style="list-style-type: none"> -Paul and Darren to help Jade with organizing rep invoices to teams for apparel -Homewood Suites sent an email asking about team reservations at discounted rate for upcoming tournaments next season -lots of media coverage for East/West games and it was a successful night-would like to have players stay and cheer for next year and plan to have on a weekend next year and at a different time so no overlap with reading week/exams -social media continues to trend upwards-send along pics to Jade so she can post -upcoming member communication-team photos, coaching applications, summer ice -timelines for posting on WFRA events on social media-she needs at least 1 week ahead of time 		
Ice Director Report	<ul style="list-style-type: none"> -schedule is complete until end of season-includes playoffs -U10 are trying to schedule -power skating at beginning of March-will invite U12 and U14 groups since others away at tournament -can put in request for summer ice and looking for ideas-deadline is March 10 -can rotate help on the ice for summer ice if running once weekly; can include in interest survey to see if members are interested -NRS in North Bay-July 3-7-ice has been requested by NRS, need to get room for instructors and Stephen will inquire with City to ensure room is available -tryout ice-need to see what we are offering and then can look at Memorial Gardens for weekend ice; we have ice in our contract but can book additional ice and Erin will coordinate this-also need to run conditioning ice; can run tryouts for A teams in the spring and then assess level of play and can run B tryouts in fall -can't confirm tryout dates until coaching staff is confirmed but can let members know to expect spring tyouts in April/May 	<p>Action: Will wait for confirmation from City that ice is available for NRS and Stephen will follow-up with City about room after this confirmation</p>	
Registrar	Nothing to report		

	-Josee did indicate that RAMP does track how people have heard about WFRA on registration and will present at next meeting.		
House League Director's Report	-having issues filling goalie positions for Pecore division due to injuries; looking to get some additional adult goalie pads and can buy from Marketplace		
Rep Director's Report	-U12 will be participating as an A team at Regionals -U12/U14/U16 in West Ottawa this upcoming weekend -check in with Fun3 and they would like to combine with Sudbury loop next year, but not understanding that it is their houseleague in Sudbury and since not a loop, likely best for long term development to run exhibition games in Warren -check in with U14 and they have new goalie and season going well -working on coaching application and intent to play for houseleague and rep surveys and will be getting these out with deadline to answer by March 1; coaching applications will be going directly to Marc and will include request for further information on intent surveys -will look to organize an information session to parents/players about competitive streaming for A/AA/AAA levels of play and development (ie. what does that mean for commitment)-timeline will be mid to late March/prior to tryouts; will meet with subcommittee to plan for meeting and objectives		
Ways and Means Director's Report	Nothing to report		
Equipment Director	-Update on rink dividers-discussion with Hockey Association; minor hockey is having similar issues with rink dividers and they are looking for ways to manage situation-mainly issue with private hockey camps		
Web Director's Report	Nothing to report.		
Referee in Chief	Nothing to report.		
Technical Director	Nothing to report		
Sponsorship Director	-working on sponsorship connections for next year and starting to network; starting priority list of contacts		
Tournament Director's Report	- East/West went well, everyone seemed to enjoy themselves, and we've got some ideas to improve the planning for next year. I trialed using the Ramp gamesheets app for a U14 exhibition game in advance of scorekeeping in Ottawa this weekend and it worked really well. There are some odd things to have to workaroud, but the main issue is just going to be the provision of tech for the scorekeepers, namely how do we keep an iPad charged and available for them to use. From a user interface standpoint it is		

	pretty intuitive though.		
New Business	<ul style="list-style-type: none"> a) AGM discussion-will plan to schedule for April 27 at 6:30pm in PP boardroom-review all the rules for bylaws and deadlines for bylaw changes and voting b) WFRA banquet-plan to have the banquet before AGM and will bring forward to next meeting for discussion c) Potential upcoming tournaments-plan for Jan 20 weekend will work best for timing and can put in request for ice next year-Agnes Jack Heritage tournament-will complete form for applying for sanctioned events with RO when made available d) New arena and advocating for new build-think we should be sending a letter or email on behalf of WFRA to City about what is status on new arena in North Bay -Darren will send letter on our behalf and send draft to group beforehand 		
Adjournment: Next meeting:	Adjourned at 8:45pm. Next meeting Wed-March 8, 2023 at 6:30pm. Erin will look at booking room at either Pete Palangio or West Ferris boardroom.	There being no further business, the meeting was adjourned at 8:45pm. Kelli motioned and Olivia seconded. All in favour.	