

**WEST FERRIS RINGETTE ASSOCIATION
MINUTES OF MEETING**

**July 13, 2021 at 6:30pm
Zoom meeting, North Bay, ON**

Name	Position	Attended	Regrets	Name	Position	Attended	Regrets
Darren Pace	President	x		Shannah Smales	Equipment Director		x
Stephen Hamilton	Vice President	x		Lori King	Web Director		x
Mark Webster	Treasurer	x		Kyra Brownlee-Barnett	Referee-in-Chief		x
Marc Desroches	Ice Director	x		René Baker	Publicity Director		x
Josée Lebel	Registrar	x		Meaghan Spykerman	Technical Director	x	
Vacant	House League Director			Pam Voght	Sponsorship Director	x	
Erin Johns	Rep Director	x		Niko Gregorin	Tournament Director		x
Trina Palmieri	Secretary	x					
Maxine Samson	Ways & Means Director	x					

Call to Order: pm

Agenda Item	Key Points of Discussion	Action	Status – Contact Person
Additions & Adoption of Agenda	<p>- Review minutes from May and June Executive meeting for approval and WFRA records/website records.</p> <p>Confirm how many to be present for quorum. 15 Executive members currently with-50% + 1 to be considered quorum. Will confirm with WFRA policy.</p> <p>WFRA bylaws-Article-11.01-“the presence of greater than one half of the current Executive shall constitute a quorum and at least one of the President or Vice President”.</p> <p>With 15 current Executive, we will need 8 members present to meet quorum.</p> <p>-Erin would like to add discussion on Come Try Ringette for Free, Learn to Skate, COVID Safety Leaders and Return to Ringette Committee under New Business. Josée wants to add fees for out of town/casual university players. Will make these standing items as new business.</p>	<p>Motion: “To approve the minutes from May 2021 meeting.” Motioned by Meaghan and seconded by Erin. All in favour.</p> <p>Motion: “To approve the minutes from June 2021 meeting.” Motioned by Erin and seconded by Stephen. All in favour.</p> <p>Motion: “To adopt today’s agenda and updates.” Motioned by Mark Webster, seconded by Stephen. All in favour.</p> <p>Action: Trina will send Lori minutes to post on our WFRA website.</p>	
Action Items from Previous meeting	<p>a) Update about Ringette Canada’s Transgender Inclusion policy.</p> <p>-broad policy that has been updated by Ringette Canada and we typically adopt their policies and will update on our website and include a link and refer to this in our policy.</p> <p>-Darren spoke with Pam at RO about national working group regarding best practice for</p>	<p>Action: Will ensure our WFRA policy links to Ringette Canada. Will ask Publicity to send to membership.</p>	

	<p>policy development regarding gender diversity -If any working groups available with RO, these will be communicated to Associations through basecamps going forward. -recent webinars through RO and now have an inclusive policy to roll forward and be able to manage situations. All those who identify as transgender should be able to play rep. -there will be opportunity to identify on RAMP registration form</p> <p>b) Sign on Hwy 17. -update on highway sign and that no specific contract with WFRA or RO but he can provide us with a new highway billboard for a cost of \$1800 and monthly fee -will explore other ways to engage our target audience and review all options</p> <p>c) Ways to engage membership. Discuss survey to membership and what will be included. Confirm plans to offer outdoor challenges to membership. -now that we have ice, we don't have to make plans on outdoor challenges focus on getting players on the ice</p> <p>e) Renée will share information about Roger's marketing program and whether we can partner with them.</p> <p>f) Discuss Return to Coaching Community Grant at next meeting.</p> <p>g) Options for WFRA having own Zoom account and cost of upgrade-use COVID relief grant money towards this? Renée to share information on options/prices for this account.</p> <p>h) Discuss how to manage House League Director role if it remains vacant. -Darren continues to try and recruit for this position -options can include champions for each Division-ad hoc leaders and need to determine who they would report to-Ice Director, Return to Ringette Committee?</p>	<p>Action: Will leave for Renee Baker to explore further.</p> <p>Action: Will defer to next meeting for Renee to report.</p> <p>Action: Darren will forward to group and discuss at next meeting.</p> <p>Action: Renee to report at next meeting.</p>	
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<p>President's Report</p>	<p>RO playbook and strategic planning -getting familiar with RO strategic planning-Tyler hired as Club Liaison-templates on how to integrate their policies into our Association policies, they have many good ideas on where they want organizations to be in 3 year timeline-templates to follow; Phase 1 and Phase 2 of RO playbook-we are on par with a lot of it, but some gaps as well -need mission, vision and values, governance structures-Executive, Directors at Large, many details under rules and policies -Darren will look at doing a visioning activity with the group -plans to coordinate with Terry Ablett and discuss competitive model further -some gaps identified by Tyler for our Association-risk management process, emergency response plan, travel policy and waivers policy for those travelling out of town, social media policy -RO playbook on basecamp and Darren will forward information to the Board -Phase 3 will involve recruitment and retention policies.</p>		
<p>Vice President's Report</p>	<p>Nothing to report.</p>		
<p>Treasurer's Report</p>	<p>-new and separate bank account for our Nevada funds is in place-3 bank accounts for the WFRA; need to update those with signing authority -need correct password when doing e-transfers and Mark will email Josée if any issues -surplus of cash in our operating account-approx \$50 000, recommends we move \$25 000 into savings account</p>	<p>Motion: "Recommends we transfer \$25 000 from our WFRA bank account to our investment/savings account". All in favour and carried.</p>	
<p>Publicity Director</p>	<p>Nothing to report.</p>		
<p>Ice Director Report</p>	<p>Summer ice contract -Ice allotted to us for August and needs to let City know what we need, any results from survey yet? -we have approx 25 respondents and most would prefer Sunday evening ice-ideas to group players: combine U10-U12, U14-U16, U19-Open -he should have schedule confirmed by July 16 and then find volunteers to run ice, determine costs for ice-had been \$15/player and look at \$10/player-who qualifies?-if registered for last season, then still insured for August ice since current insurance covers us until September, 2021 -we had discussed a September 3 on 3 tourney and would need to secure the ice-can we commit to this and discuss details; logistically not ready to run this ice in September and defer for September 2022 and start planning early -Kelli has sent information to RO to clarify what ringette will look like in Stage 3 -potential conflict with dates for Regionals in 2022 and year end hockey finals and would need to look at moving date, Marc will confirm situation with City and what other dates are available-he will bring back to group and Niko</p>		
<p>Registrar</p>	<p>-Josée provided registration numbers to date -discuss fees for out of town/casual University players that don't play often and only when in town; we are still limited to players in each division at this time, and will need to wait until we know our numbers and restrictions better and give them update in 60 days</p>	<p>Action: Will defer discussion for fees for casual players</p>	

	<p>-confirm who are new players-since not a full season last year, then new players from last year, will still qualify for \$99 this year-update this info to membership</p> <p>-we had forgotten to update birthdate years in WFRA email but it is correct in RAMP-update info to membership</p> <p>-wondering how the credit will be applied from last season-Josée will add note for those with credit to wait until they receive invoice, to pay the remaining balance; Tania will be sending invoice to players and it will show their credit</p>		
House League Director's Report			
Rep Director's Report	<p>Will send survey to membership about rep program-rep interest survey</p> <p>-need to advertise for Rep coaching-2 coaches have been secured from last year</p> <p>-A Provincials have been booked and no specific declarations and no tryouts until September 1, no official tournaments or sanctioned events until January 1, 2022 and still to early to commit to planning these events.</p>		
Ways and Means Director's Report	<p>-Email from Bingo Hall and Bingo resuming on Friday-July 16; next ones scheduled for July 18 and 24-she will touch base with membership about getting volunteers and emphasize how they can benefit with incentives</p> <p>-Maxine will meet with Claire tomorrow and review details.</p> <p>-look at Bingo ladies as last resort</p> <p>-issuing credits at end of ringette season instead of waiting until September 1-Maxine will speak with Tania further</p> <p>-plan is to increase her Bingo volunteer list</p>		
Equipment Director	Nothing to report.		
Web Director's Report	Nothing to report.		
Referee in Chief	Nothing to report.		
Technical Director	Nothing to report.		
Sponsorship Director	Nothing to report.		
Tournament Director's Report	Nothing to report.		
New Business	<p>1.(Josée) Discuss new players definition and confirm with membership-update birth years.-discussed under her Director report</p> <p>2. (Stephen) Nipissing Lakers participation in the open division to the agenda. Please see attachment.</p> <p>Proposed motion-To provide Nipissing University players a reduced rate of \$225 for</p>	Action: Defer to next meeting as Business arising	

	<p>2021-2022 season.</p> <p>3. Come Try Ringette for Free-need to find out if we are allowed to run this program-we were not allowed to do this last year-will ask Kelli. If we are allowed, Darren will let Marc know for ice times in early September-likely 2-1.5 hour blocks of ice</p> <p>Learn to Skate-will need to find out if we are allowed to run this program as well with RO</p> <p>COVID Safety Leaders-will ask Kelli to attend next meeting</p> <p>Return to Ringette Committee-subcommittee to ensure plans in place and following the restrictions; will look at get this committee up and running again and follow steps from last year (Erin, Kelli, Marc, President were previous members)</p>	<p>Action: Darren will ask Kelli to find out more about whether CTR is allowed</p>	
<p>Adjournment: Next meeting:</p>	<p>Adjourned at 8:26pm. Next meeting Tuesday-August 10, 2021 at 6:30 pm via Zoom.</p>	<p>There being no further business, the meeting was adjourned at 8:26 pm. Motedioned by Marc and Mark. All in favour.</p>	