

**WEST FERRIS RINGETTE ASSOCIATION
MINUTES OF MEETING**

**June 8, 2022 at 6:30pm
Teams meeting, North Bay, ON**

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:

Call to Order: 6:36pm

Agenda Item	Key Points of Discussion	Action	Status – Contact Person
Additions & Adoption of Agenda	-Review minutes from May Executive meeting for approval and WFRA records/website records.	<p>Motion: “To approve the minutes from May 2022 meeting.” Motioned by Pam and seconded by Meaghan. All in favour.</p> <p>Motion: “To adopt today’s agenda and updates.” All in favour.</p> <p>Action: Trina will send Lori minutes to post on our WFRA website.</p>	
Business Arising	<ol style="list-style-type: none"> 1) Confirm communication to membership introducing new members. Jade will distribute an email to membership and post on social media an introduction of new WFRA Executive members 2) Update on sponsorship jersey, divider pads (Pam/Olivia) -defer to next meeting 3) Update/vote on refund policy (Josee) 	<p>1.Action: Trina to send Jade info on new Executive members</p> <p>2.Action: Olivia has offered to visit Gateway Signs and confirm whether they can complete the divider pads. Discussion at next meeting for next steps</p>	

	<p>-defer to next meeting</p> <p>4) Update on subcommittee for fall recruitment and update on subcommittee for goalie recruitment (Darren)</p> <p>-we are taking action on goalie recruitment, retention group met with action plans-recruitment initiatives such as Canada Day and CTR and retention initiatives such as house league games against other associations; we will utilize grant money for some of these initiatives; Darren will forward minutes from recruitment and retention committee to the Executive as well</p> <p>-3 to 5 key messages to use in upcoming recruitment strategy</p> <p>-opportunity on Canada Day weekend and looking for volunteers for booth</p> <p>5) Discuss payment for referees and minor officials monthly for next ringette season.</p> <p>-have done it every 2 months in the past since very time consuming and expensive, this was a different year and had gaps in issuing cheques-other Associations are doing e-transfer and may be easier-defer to August meetings</p>		
President's Report	<p>Review the membership fee schedule for upcoming ringette season</p> <p>-may need to look at membership fees increasing next year but will keep status quo this year and defer for now and discuss later with Registrar agenda item about registration packages</p> <p>- We received club funding agreement grant of \$9500 from RO-pretty clear guidelines for spending-half is for goalie equipment as part of retention strategy and other half for marketing costs with recruitment strategy. Should receive cheque next week and need to show proof of purchase with receipts by June 30, 2022. We can also show that we have a credit at the store and receipt as proof and don't need to actually purchase items. We will look at doing the same with local radio station.</p>		<p>Motion: "In the interim and while waiting for the Club Funding Agreement cheque, we will utilize money from our operating account to purchase items and then reimburse when monies received." Motioned by Darren and seconded by Stephen. All in favour and carried.</p>
Vice President's Report	<p>Moving forward with Patrick for video promotion-working on messaging and story board and hope to have video ready for September for registration blitz.</p>		
Treasurer's Report	<p>I am in the process of removing Mark Webster from the signing authority for all of the accounts and adding myself. TD is making this incredibly complicated. Sue Weizkopf will be sending paperwork for the Investors Group.</p> <p>I am in the process of applying for the RAMP payments. I've done the paperwork, and am waiting for approval from Global Payments. Recommend transferring funds from Tournament Account to Operating account.</p>		<p>Motion: "Remove Mark Webster as signing authority for IG Investments and add Kelli Van Buskirk as signing authority." Motioned by Meaghan and seconded by Pam. All in favour and carried.</p>

Jeff Francom and I will be meeting on June 13 to move the money from the Worlds to the WFRA. It'll be in the same sort of account as our other investments as per my conversation with Sue on June 6.

Motion: To move \$8000 from Tournament to Operating Account"- Motioned by Stephen and seconded by Meaghan. All in favour and carried.

We have two outstanding invoices:
\$785.47 for Tania Beatty (payment for services rendered March - May 2022)
\$389.70 leftover ice and room booking - City
I have \$500 in cash from tryouts to deposit into the bank account.

Once all of our cheques have cleared and the deposit made, we will have approximately \$400 in the General Account. I don't have access yet to the Nevada or Bingo account so I don't know what's in those but Tania's last report had them at \$520.49 and \$5665.41 respectively. There's also \$8938.57 in the tournament account, some of which could be rolled over to the General Account.
-further updates once Kelli has better access to accounts.

Publicity Director

-we have had a significant increase with followers and trending upwards
-will work on radio ads
-email from Johanne Brosseau concerning big announcement impacting ice sports and looking for representation from WFRA on Saturday-June 13 at Omischl. Jade will promote this on social media.

Ice Director Report

-have made decisions on when to book ice for upcoming events at Recruitment meeting and can now start planning to promote activities
-Some teams have ice booked for the summer. Based on the typical contract that is provided by the city, we are looking at the following dates for events:
September 10th 1pm to 3pm @ Pete Palangio - Come Try Ringette for Free
September 17th 1pm to 2pm @ Pete Palangio - Bring a Friend to Ringette
Christmas Skate - December 18th - 4pm to 6pm
East/West Event - January 22nd, 2023

Registrar

- Rep Team tryouts and House League conditioning will occur in September.
-will look to book ice for power skating for the Association and build into program; will also need to build in ice for goalie clinic
Discuss registration rates

Progressive Age Categories

Upon rereading RO's progressive age category scheme (<https://ringetteontario.com/childrens-ringette/>), FUN1-3 is relatively fluid.

What would you think about creating a FUNdamentals package that contains questions regarding their skating ability and experience? Then, in September, we could hold evaluations (super informal) to be able to sort the kids in different groups? Here is the wording used by RO to describe the fluidity:

	<p>HIGHLIGHTS OF THE CHILDREN’S RINGETTE PROGRAM:</p> <ul style="list-style-type: none"> • Ringette experience that is tailored to the age, size, and skill level of participants • Participants are grouped by developmental stages rather than chronological ages and can move up when they are ready • Emphasis on fun and fundamental skill development • Increased opportunities for participation and engagement • Adapted gameplay including small-area games and small nets <p>Bingo credits From my understanding, bingo credits earned in the previous year are applied to the following year’s registration fees. Tania/Mark/Kelly - I would love to have the list of earned credits so that I can add it to those individuals’ accounts before registration opens.</p>	<p>Action: Defer Bingo credit discussion to next meeting.</p>	
	<p>Using Promo Code for Early Bird Pricing In the past, I created “early bird”, “regular”, and “new player” packages with different price schemes. When it comes to reporting, these packages show up separately. While knowing how many new players we have at each level is super convenient, having early bird and regular is slightly less useful information, especially since registration dates are always indicated in reports (i.e. we’ll know if people registered before August 15).</p>		
	<p>I would like to offer the early bird pricing with a promo code. I’ll even indicate the promo code within the package description so that parents don’t forget to enter it.</p> <p>Discussion: -no reported issue with creating a FUNdamental package -promo code for early bird pricing is a good idea -need clarification on recreation league and if a special rate for this since ice</p>		
	<p>only once weekly-may not have referee or shot clock-similar to adult shinny division; have to choose only 1 division; will promote as a 16+ recreation league -Kelli will look at break even cost for Open division -support for the idea and well considered and will bring forward to Recruitment team next week</p>		

House League Director's Report	Nothing to report.		
Rep Director's Report	<p>-Team heading to Capital Classic this weekend; this season will follow same model as last season in tournament selection-each team to apply individually and hope for approval; need to confirm dates for declaring A teams</p> <p>-we have an application for a U12 coach and will send out another email to look for other candidates for U12 and Fun divisions</p> <p>-AAA tryouts for High Performance program in July and AA camp in August-not yet to be confirmed</p> <p>-updates to Rep Team policy shared and highlighted with group-(ie. updating ORA to RO)-she will bring forward to next meeting and/or send document to group via email and look for feedback</p> <p>-she will do the same with Coaches handbook and Evaluation forms</p>		
Ways and Means Director's Report	Nothing to report.		
Equipment Director	-some metal shelves (6) that are not being used and wonder if there are any issues to utilize them in the room-approval from Darren to improve the room however she sees fit with these supplies		
Web Director's Report	Nothing to report.		
Referee in Chief	Nothing to report.		
Technical Director	Regional Coaching Coordinator will remain in North East region and may have some RO involvement.		
Sponsorship Director	<p>Discuss sponsorship tiers:</p> <p>Pam and I met at the end of May to officially hand over duties. We discussed sponsors from 2020/21 and 2021/22 seasons, as well as confirmed sponsors for rink pad dividers. I will be going to Gateway Signs next week to discuss printing for sponsor ad boards I will provide updated pricing and timelines once confirmed. If anything changes, I will keep you all up to date. Those who have paid for the 2021/22 season will have their sponsorship honoured for 2022/23.</p> <p>I am proposing the following new "sponsorship tiers" for 2022-23 season. I am also open to any suggestions</p>		

	<p>-see attachment-reviewed sponsorship tiers with the group; increasing sponsorship will help with our publicity-cross posting is the key to networking</p> <p>-she will finalize the document soon</p> <p>-question about social media profile for division sponsor-dedicated post to that specific sponsor</p> <p>-Shriners on board and Erin confirmed Grecos will sponsor again, Pam confirmed Active Running is on board as well</p>		
Tournament Director's Report	Nothing to report.		
New Business	No new business.		
Adjournment: Next meeting:	<p>Adjourned at 8:05pm.</p> <p>Next meeting Thursday-August 11, 2022 at 6:30pm in person and possible option to be able to call in via Teams.</p>	<p>There being no further business, the meeting was adjourned at 8:05pm.</p> <p>Motioned by Pam and seconded by Erin.</p> <p>All in favour.</p>	