

**WEST FERRIS RINGETTE ASSOCIATION  
MINUTES OF MEETING**

**March 7, 2022 at 6:30pm  
Teams 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			Tournament Director		
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	<ul style="list-style-type: none"> <li>-We have quorum with 9 members attending</li> <li>-Review minutes from February Executive meeting for approval and WFRA records/website records.</li> <li>- Discuss end of year banquet, move video discussion under Vice President’s report.</li> </ul>	<p><b>Motion:</b> “To approve the minutes from February 2022 meeting.” Motioned by Stephen and seconded by Pam. All in favour.</p> <p><b>Motion:</b> “To adopt today’s agenda and updates.” All in favour.</p> <p><b>Action:</b> Trina will send Lori minutes to post on our WFRA website.</p>	
<b>Business Arising</b>	<ul style="list-style-type: none"> <li>a) Bring a friend to ringette-Shannah will inventory equipment for sticks and cages</li> <li>b) Refund policy update (Josee)-defer for another meeting</li> </ul>		

	c) Video promotion-defer to VP report today		
<b>President's Report</b>	<p>-Updates from President; pick date for AGM and identify positions available-which platform to use? Nomination forms to be put on website and send as attachment with email to membership.</p> <p>-Set date for AGM (between April-May 1 as per bylaw) with at least 1 month public notice of meeting given to members; nominating committee to help solicit candidates, amendments to bylaws made to Executive within 14 days of AGM and provided to membership in 7 days before AGM-Schedule B form to use for bylaw amendment</p> <p>Positions available for 2022-2023 Executive-President-2 years, Treasurer-2 years, Equipment Director-2 years, Rep Director-2 year, Ref in Chief-2 years, Ice Director-2 years, HLD-1 yr (first year vacant), Tournament Director-1 yr (first year vacant), Publicity-1 year</p> <p>Current positions filled for another year-VP, Secretary, Registrar, Sponsorship, Technical Director, Ways and Means, Web Director</p> <p>-discussion on setting date for AGM-decided on Wednesday-April 27-need to send out notice</p> <p>-option to have in person or virtual?-would prefer to have in person if possible and easier to engage members</p> <p>-venue-West Ferris boardroom can accommodate more numbers and hopefully a better turnout; Darren will book boardroom for this</p> <p>-need to get parents of younger players involved with our Executive; get people engaged with an issue, free registration draw at the AGM</p> <p>-Board member recruitment and succession planning; nominations committee with Erin, Trina, Pam and Marc</p> <p>-Shawnah will reach out to U8 parents about positions available</p>		<p><b>Motion</b>-"Give away 1 free registration draw at AGM.". Stephen to motion and Mark to second; all in agreement. Carried.</p> <p><b>Action:</b> Trina will plan meeting with nominations committee before next Executive meeting.</p>
<b>Vice President's Report</b>	<p>-Stephen has been in discussion with Patrick Gilbert about promotional video and next steps</p> <p>-lack of communication and planning for expectations</p> <p>-we had approved marketing budget of \$5000</p> <p>-have a second video filmed and hope to have this done before the end of the season with remaining house league games</p> <p>-using the video as main piece for social media campaign going forward</p>		<p><b>Motion</b>-"To pay invoice for additional video at cost of \$2500 to Patrick Gilbert." Motioned by Stephen, seconded by Mark. All in favour and carried.</p>
<b>Treasurer's Report</b>	<p>-extra funds are coming in</p> <p>-receiving registration fees for Regionals and tournament account is very healthy and</p>		

	<p>should be in a money making position</p> <ul style="list-style-type: none"> <li>-good revenue from Bingo and Nevada</li> <li>-money from Worlds will be moved into operating account and then into a separate WFRA investment account that will be later used for ringette display at arena</li> </ul>		
<b>Publicity Director</b>	NER AGM-bylaw change to have a Regional marketing Director and to let Darren know if anyone is interested.		
<b>Ice Director Report</b>	<ul style="list-style-type: none"> <li>-Season will end on March 27 and less ice and practices in March</li> <li>-no ice in West Ferris for April and much less available at Pete Palangio</li> <li>-looking at 2 hours outside of our normal ice block to book the photographer</li> <li>-he will arrange photographer and those who purchase, will get a digital copy of picture</li> </ul>		
<b>Registrar</b>	<ul style="list-style-type: none"> <li>-goalie discussion-propose free registration to get commitment</li> <li>-alternative idea: subcommittee for strategies in recruiting/retaining goalies-want to ensure we are being fiscally responsible, have a plan on how to roll it out, teach how to play, how to deal with different circumstances (ie. decides they don't want to play);how to market it, someone to take lead on managing the goalie recruitment and clinics-Meaghan is willing to help</li> <li>-Darren will speak with Josee about bake sale at Regionals</li> <li>-Darren will speak with Kelli about application for grant</li> <li>-Defer discussion on bring a friend event-form a subcommittee for a fall recruitment and retention plan</li> </ul>	<p><b>Action:</b> Form a subcommittee to organize this initiative; Darren is willing to facilitate along with Josee and Meaghan; Darren will reach out to them and report at next meeting</p> <p><b>Action:</b> Form a subcommittee for fall recruitment at April meeting</p>	
<b>House League Director's Report</b>	Nothing to report		
<b>Rep Director's Report</b>	<ul style="list-style-type: none"> <li>-Rep coach application email is ready to be distributed and rep tryouts in spring for A teams to declare team; will plan to have interest ice to see who comes out to decide level of play; B teams can't be formed until the fall</li> <li>-Marc will look to organize ice for rep tryouts and discuss offline with Erin</li> <li>-will offer tryouts for each team except U10 and U12, but can do interest ice for these groups</li> <li>-U16 played well in recent Niagara Falls tournament; all teams with an end of year tournament and exhibition games for younger teams</li> </ul>		
<b>Ways and Means Director's Report</b>	Nothing to report.		
<b>Equipment Director</b>	Nothing to report.		
<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>	<ul style="list-style-type: none"> <li>-She received email from East Ferris trade show and wonders if we are interested in booth, cost is \$150 + taxes. Saturday, May 28</li> <li>-should have booth be interactive, Pam and Shawnah are willing to help</li> <li>-can take advantage of early bird registration</li> <li>-Darren will send insurance information to Pam for trade show</li> </ul>	<p><b>Motion-</b>“Pay \$150 for trade show registration.” Motioned by Stephen, seconded by Mark. All in favour and carried.</p> <p>-will have them invoice WFRA</p>	
<b>Tournament Director’s Report</b>	<ul style="list-style-type: none"> <li>-Pam is picking up signage and Erin has bags and being put together on Wednesday-03/09</li> <li>-Bruce will be available for handing out medals on Sunday and draft schedule for medals distribution</li> <li>-Mark will order more cheques for Regionals; Erin can sign cheques</li> <li>-still need 1 more set of back up shot clocks and bring to Pete boardroom</li> <li>-need to announce time change on Sunday-put signs on table and on website for scoreboard</li> </ul>		
<b>New Business</b>			
<b>Adjournment: Next meeting:</b>	<p>Adjourned at 8:41pm.</p> <p>Next meeting Wednesday, April 6, 2022 pm via Teams. Trina has asked everyone to have Director report ready for this meeting. Trina will reach out to Kelli to print out agenda and reports.</p> <p>We will use Teams next month for our WFRA Executive meeting.</p>	<p>There being no further business, the meeting was adjourned at 8:41pm.</p> <p>Motioned by Erin, seconded by Meaghan.</p> <p>All in favour.</p>	