

**WEST FERRIS RINGETTE ASSOCIATION  
MINUTES OF MEETING**

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

<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:** 6:39pm

<b>Agenda Item</b>	<b>Key Points of Discussion</b>	<b>Action</b>	<b>Status – Contact Person</b>
Additions & Adoption of Agenda	<ul style="list-style-type: none"> <li>-Review minutes from February Executive meeting for approval and WFRA records/website records. Pam did</li> <li>-Addendum-Pam to discuss how grant money to be spent on equipment in her report.</li> </ul>	<p><b>Motion:</b> “To approve the minutes from February 2023 meeting.” Motioned by Meaghan, seconded by Kelli. All in favour.</p> <p><b>Motion:</b> “To adopt today’s agenda and addition.” All in</p>	

		favour.  <b>Action:</b> Trina will send Lori minutes to post on our WFRA website.	
<b>Business Arising</b>	<p>a) Confirm date for WFRA banquet-Shawnah wants to take over planning for banquet and is working on developing subcommittee-in beginning of stages of planning and date not confirmed at this meeting-defer to next</p> <p>b) Confirm details for AGM (Trina) -10 available positions for nomination and include: Vice President, Registrar, Secretary, Web Director, Ways and Means Director, Technical Director, House League Director (completing 1 yr term), Tournament Director/Director at Large (completing 1 yr term), Publicity Director (completing 1 yr term) and Sponsorship Director (completing 1 yr term)-all positions open for 2 year terms</p> <p>Timelines: -AGM scheduled for <b>April 27, 2023 at 6:30pm</b> at Pete Palangio-confirm room booked; membership must be notified at least 1 month in advance of AGM details-Trina will complete notification and send to Publicity by <b>March 13, 2023</b> -Need to appoint a Nominating Committee-at least 3 members to solicit candidates-Trina will put her name forward and Erin and Marc have volunteered as well. -we can accept nominations from the membership up to 2 weeks before AGM-April 13, and after that date, we can still accept nominations, but must be made by 2 WFRA members -if you are one of the available positions and currently in that role, please let Nominating Committee if you are planning to put your name forward for nomination by <b>March 24, 2023</b>. _____ -By law amendment requests must be submitted in writing 14 days prior to the AGM-by <b>April 13, 2023</b> -Director reports to Trina by <b>April 20, 2023</b>-financial report to be handed out during meeting</p>		
<b>President's Report</b>	<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 -we will need to likely revamp our policies and positions to comply with ONCA -hoping to introduce governance bylaws at AGM and need clarification on adoption of bylaws; sending Tyler our letters of incorporation and may need to be reviewed by a lawyer</p>	<b>Action:</b> Executive to	

	<p>b) review Fair Ice guidelines-please see document attached -will add WFRA logo and have group review in next 10 days and sent out vote via email to approve; Darren will send to Lori to post on website once approved</p> <p>c)Risk Management-discussion on U14 goalies playing in Jacks/Pecore division for remainder of season -have had issues with this in the past and want to ensure we as Executive are in agreement with this going forward; potential issues in the changeroom, competitive play -coaches could have waiver form/letter of acknowledgement and to be made available if situation arises/emergency-what are risks and how will we mitigate? -can also have extra goalie stick in place and player go in net if necessary -approximately 3 regular games left in season and will not have U14 goalie substitute for remainder of season</p> <p>c) 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 from each Director</p>	<p>review policy and provide feedback to Darren</p> <p><b>Action:</b>Each Director send information to Darren on your role with Executive so he can build into RO Director agreements.</p>	
<b>Vice President's Report</b>	Filming for video completed and scripting to be created and narrated.		
<b>Treasurer's Report</b>	<p>a) Financial statements report-just received from Tania and has not reviewed, full report to be completed for AGM -Bingos going well-paying approx \$600/month and currently doing 8 Bingos per month; still need volunteers and can look at having parents on rep teams assist; Publicity Director has offered to send out correspondence to membership in looking for new volunteers -some instances where turning new volunteers away for regular volunteers? -solutions: refer to registration and communicate with those who have shown interest and see if they would be willing to volunteer as an alternative</p>	<b>Action:</b> Discuss need for more Bingo volunteers at next meeting and how to recruit; can request Maxine present at next meeting	
<b>Publicity Director</b>	<p>-Update from jersey committee-will have Hometown Rivalry-design, print and produce our new rep jerseys-\$70 + tax for each jersey and will take approx 8 weeks to receive; how many jerseys needed for our Association, we have system for numbers, Association will buy bulk of jerseys and be billed to Association, will have players pay for them and also option to rent them for U19 and Open teams; need approval for \$500 deposit to have jersey design and start moving forward in process; will need send communication at tryouts that jersey cost will be part of rep fees</p> <p>-Greg Estabrook from North Bay Nugget on board to publicize our Association's activities; focus on</p>	<b>Motion-</b> "WFRA will sign contract with Hometown Rivalry and pay \$500 non-refundable deposit to them for new jersey purchase". Motioned by Kelli and seconded	

	<p>publicizing Regionals, tryouts, coaching announcements, summer ice and new season</p> <ul style="list-style-type: none"> <li>-will be publicizing March 27 event-scheduled for open session on Ringette pathway information</li> <li>-Jad has reached out to 4 groups indicated in spotlight grant to discuss plans for spending grant money</li> <li>-will plan on sending out end of year survey for rep and houseleague, along with rep coaches survey</li> <li>-summer publicity-long list of ideas and need to plan for activities and get insurance as necessary; discussion on having booth at Northgate Mall and publicize having volunteers participate</li> <li>-we have booth at Outloud drag race on June 17, 2023 and will be looking for volunteers</li> <li>-Olivia noted East Ferris Trade show is on May 27 and good opportunity for marketing WFRA-early bird price of \$169.50 and need to submit request by end of March-should have RO registration open by April 1 and those interested can register at trade show</li> <li>-discussion on whether we could have table at Powassan Maple Syrup Festival on April 29 table-she will submit request and agreement by group to pay \$120 registration fee</li> <li>-will have table at Canada Day festival and plan to have Come Try Ringette event at end of August but will wait for ice contract before confirming</li> <li>-discussion on having table at Summer Concert event at waterfront and different packages available-can discuss at next meeting</li> </ul>	<p>by Pam. All in favour</p> <p>-agreement by group to spend \$169.50 on East Ferris Trade Show and \$120 on the Powassan Maple Syrup festival table</p>	
<b>Ice Director Report</b>	<ul style="list-style-type: none"> <li>-discussion on having spring Come Try Ringette for Free on Tuesday, May 2-6:15pm-youth and 7:15pm-adults and/or goalies; Kelli has applied for grant to cover ice for CTR event and will let us know if received</li> <li>-survey sent out to membership showed a lot of interest in summer ice and need to determine best time for sessions and how to run the ice-likely to be held on Sunday evenings-2 sessions-best to register for summer camp as a package (4 week camp-8 ice times) and offer combination of scrimmage and skills; how to divide into age groups and may overlap with soccer/softball; do we have volunteers to run summer ice?-Meaghan, Pam and Erin are willing to help, can have guest coaches and alternate schedule between them</li> <li>-contract needs to be confirmed by end of week for summer contract</li> <li>-tryouts-we have dates set out for conditioning and 2 tryouts-will publicize to membership and the public-no releases necessary for tryouts and will only require a release to play on team if chosen; Marc will let Erin know if/when Open tryouts happening-8 players showed interest in playing Open from membership</li> </ul>	<p><b>Action:</b> Erin will make request for ice to City for summer camp-separate subcommittee to plan for summer ice camp-no need to bring forward to next meeting</p>	
<b>Registrar</b>	Nothing to report.		
<b>House League Director's Report</b>	<p>Discuss how the Jacks division will be placed for play-offs (due to the one team folding for a month and so many games short players etc, Erin had suggested we draw names for place in their finals.) Agreement to have Shawnah draw names for Jacks division place in finals. Jade to send out reminder</p>		

	<p>that no call ups for house league playoffs and to have coaches collect jerseys. Points so far (as of when I grabbed the game sheets on Tuesday)</p> <p><b>FUN3</b>-Shriners 12, Black Cats 4</p> <p><b>U12</b>-Lefebvres 28, Elks 60</p> <p><b>U14/U16</b>-Cayen 32, Phillips 65, Active Running 39</p> <p><b>Jacks</b>-Kings 39, WF 63's 45, Greco's 57, Skaters/Team Can 35</p>		
<b>Rep Director's Report</b>	<p>-Discuss-intent to play next season-110 responded and only 8 responded they would not be returning next season and broken down in categories; good numbers for teams at multiple levels and possibly A and B teams in certain divisions, positive and negative comments relayed from surveys</p> <p>-There wasn't any division with more than one applicant for coaching positions, so these are character interviews as opposed to competitive interviews, for due diligence for our association. I tried to rotate interviewers to give everyone who expressed an interest a turn.</p> <p>U14A-Applicant - Meaghan Spykerman, Interview Panel- Erin, Darren, Kelli</p> <p>U16A-Applicant - Jade Cayen, Interview Panel-Marc, Shawna, Kelli</p> <p>U19A-Application - Erin Johns, Interview Panel-Marc, Meaghan, Jade</p> <p>Open A - unconfirmed (Marc Desroches/Chris Phillips?), Interview Panel- Erin, Shawna, Pam</p> <p>We do have an applicant for Fun3 and U12 for next year, and will look to conduct these interviews after spring tryouts, likely in May</p>		
<b>Ways and Means Director's Report</b>	Nothing to report		
<b>Equipment Director</b>	<ul style="list-style-type: none"> <li>a) talking with Miguel at Source and how best to utilize grant money-can offer helmet and skates-\$150/taxes included-put our logo on gift card and can use towards this specific equipment-need to ensure they are registered with Association first</li> <li>b) ideas for older jerseys that are wrong colour/logo, have 4 bags of them and wondering if she could donate them to Nipissing University-likely difficult for them to store</li> <li>c) Will plan for equipment sale in August-has totes with a lot of equipment and can make</li> </ul>		

	<p>available at upcoming CTR events as well</p> <p>d) ideas for Pecore registration fees-look at offering more flexible fee for only playing third of season, pick up fees as an alternate</p>	<b>Action</b> -Defer discussion on flexible registration fees for Pecore.	
<b>Web Director's Report</b>	Lori has updated our WFRA website and any social media updates will automatically be posted on our website		
<b>Referee in Chief</b>	Nothing to report.		
<b>Technical Director</b>	Nothing to report		
<b>Sponsorship Director</b>	Nothing to report.		
<b>Tournament Director's Report</b>	-Darren has heard from RO and no issue to run tournament in Jan 18-20, 2024 and can look to apply when application process is open		
<b>New Business</b>	<p>1) Discuss WFRA annual awards and when to open/close nominations-will be presented at banquet Winners from last year:</p> <ul style="list-style-type: none"> <li>-Don Pecore-volunteer for years of service promoting ringette-Trina Palmieri</li> <li>-Youth Volunteer-youth volunteer of the year-Elizabeth Pace</li> <li>-Nell Mallory-most improved team-U10 Development team</li> <li>-Lifetime Contribution-long time volunteer making significant contributions to the WFRA-Erin Johns</li> <li>-Jeff Francom-adult volunteer of the year-Meaghan Spykerman/Lori King</li> <li>-Shir-Don-team showing class, conduct, competitiveness, character-U19A team</li> </ul> <p>-can send out link to membership now-google form by Jade and Darren to complete blurb and get survey closed on March 31, 2023. We can discuss results and final vote on candidates at our next Executive meeting.</p> <p>2) Plan promotions and events until August-discussed in Jade's report-assign to different members and take turns and Chris to help to organize</p> <p>3) Discuss WFRA registration fees for upcoming season (Kelli)</p> <ul style="list-style-type: none"> <li>-Kelli provided a comparison on registration fees-North Bay Girls Hockey-New player - \$150, U9 to U18 - \$465-\$665, Senior - \$400 (maybe once a week)</li> </ul> <p>Greater Sudbury Ringette-Fun1 - \$100, Fun2 - \$200, Fun3+ - \$450, New Players Fun3+ - \$300, doesn't include RO fees and must do fundraising; average 1-2 ice times a week depending on division.</p>	<p><b>Motion:</b> "To increase our WFRA fees by \$25.00 for the 2023-2024 season across the board on all registration rates." Motioned by Olivia, seconded by Marc. All in agreement</p>	

	<p>Sault Ste Marie Ringette-Fun1 - \$95 first time, \$225, First time players all divisions to U19 - \$225, Fun2 and Fun3 - \$300, U12 to U19 - \$650, their Pecore - \$275, Open - \$325; Plus fundraising or \$75 extra payment, -schedule looks like 1-2 times a week depending on division.</p> <p>Timmins Ringette (2021-2022)-Fun1 and 2 new players \$75, returning \$150, U10+ - \$460, -used to do fundraising pre-COVID; significant sponsorship by mine</p> <p>-fees have not changed in last 10 years, ice fees have increased and not unreasonable to increase fees by at least \$25/season. We can look at doing other Association fundraisers as well.</p> <p>4) Question posed as to whether Board members can be compensated towards registration fees for their time and work on Executive. This has been a discussion and put to a vote to membership in the past, but remains noncompensatory. Suggestion that we can put out vote to membership on compensating Executive for registration fees, especially if issue in filling our Board positions.</p>	<p><b>Action:</b> Can table discussion on compensating Executive members to May meeting.</p>	
<p><b>Adjournment:</b> <b>Next meeting:</b></p>	<p>Adjourned at 9:16pm. Next meeting Wed-April 12, 2023 at 6:30pm. Erin to confirm location- West Ferris boardroom.</p>	<p>There being no further business, the meeting was adjourned at 9:16pm. All in favour.</p>	