

**WEST FERRIS RINGETTE ASSOCIATION
MINUTES OF MEETING**

**September 15, 2021, 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				

Others in attendance:

Call to Order: 6:35pm

Agenda Item	Key Points of Discussion	Action	Status – Contact Person
Additions & Adoption of Agenda	<ul style="list-style-type: none"> - Review minutes from August Executive meeting for approval and WFRA records/website records. -Updates for agenda: to include online motion from August 31, 2021, along with garnering goalie interest in Business Arising. 	<p>Motion: “To approve the minutes from August 2021 meeting.” Motioned by Stephen and seconded by Meaghan. All in favour.</p> <p>Motion: “To adopt today’s agenda and updates.” Motioned by Erin, seconded by Marc. All in favour.</p> <p>Action: Trina will send Lori minutes to post on our WFRA website.</p>	
Action Items from Previous meeting	<ul style="list-style-type: none"> a) Online motion on August 31, 2021 to hold WFRA Regionals on March 11-13, 2022. This was motioned by Darren Pace and seconded by Marc Desroches. We had 11 in agreement, 1 not in agreement and 3 no responses. Carried. 		

	<p>b) Update from Return to Ringette Committee</p> <p>-CSL update: The province has decided that for sport, athletes over the age of 18 need to be vaccinated. RO has been working with their lawyers and should be coming out with a vaccine policy for all athletes/coaches/volunteers shortly. I'm assuming the city will let Marc know if any of their policy change.</p> <p>-discussion: we shouldn't be screening spectators for the City</p> <p>c) Come Try Ringette for Free (Trina)-attendance numbers will be included Registrar update</p> <p>d) (Stephen) Nipissing Lakers participation in the Open division. Please see attachment with costs. Proposed motion-To provide Nipissing University players a reduced rate of \$225 for 2021-2022 season -Stephen presented his position as Coach of Lakers team-break even rate had been determined last year with Treasurer and reviewed report with group; win for both players and Association-retention with post secondary players -want to ensure transparency-discussion on pros and cons of offering reduced rate; ensure University players will follow sports etiquette and foster this division -Meaghan voiced concern that volunteers don't benefit from a discount and financial concerns for everyone -Darren voiced concern that it would be best to generalize this motion-not specific to Nipissing players and for local post secondary students instead-can make it a special concession for the year and can revisit next season-will modify the motion -retention exercise to keep players in the sport -can use players in Publicity to help promote the sport to younger players-have exhibition games, participate in skates with younger girls -Pam asked if they will be able to volunteer for Regionals?-Stephen will look at dates -Meaghan-look at offering a bursary/scholarship to post secondary player-approx \$300 and can defer to a later meeting</p> <p>e) Discuss Return to Coaching Community Grant at next meeting. (Darren) -have heard nothing more from this proposal</p> <p>f) House league working group-4 members -looking at current numbers and proposed divisions will be U8/LTS, U10, U12, U15 (U14 and minor U16), U19/18+</p> <p>- Player movement requests-We have quite a few player movement requests. Some will work themselves out if the divisions are as above. Remaining players will need to be</p>	<p>Motion: "To provide local post secondary full time players a reduced rate of \$225 for 2021-2022 season.", Darren and Stephen abstained from vote; Motion carried.</p>	
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	<p>evaluated to determine suitability for the division requested and policy followed. Deadline for requests is September 20. Will put this player request form on the website-discussion on what to charge players and determined you will pay as per your birth year to stay consistent and will continue to follow this</p> <p>Division Conveners-As discussed, we have looked at conveners for each division. Roles and responsibilities will need to be developed (any volunteers??). U19/18+ - Sophie Desjardins has put her name forth to assist with this. We can look at engaging a non-board member for other divisions or someone that does not have a player currently involved in the division. Decisions will be approved by the Board. -Stephen will formulating teams in U19/18+ division. Meaghan will oversee coaches for house league-seeing good interest for coaching roles-still a gap in U14/16</p> <p>g) Goalie recruitment (Josee)-Defer to next meeting</p>	Defer goalie recruitment to next meeting.	
President's Report	<p>-working on Strategic pathway and has draft form, RO wants us to adopt their policies and need to integrate their information into our policies</p> <p>-insurance has been renewed and City has certificates</p> <p>-he will attend seminar tomorrow on new immigrants to the sport? Darren has reached out to the Youth Coordinator with Indigenous group in North Bay, as well as North Bay Multicultural Centre and Outloud-he will discuss further with Publicity to reach these populations-look for ideas</p> <p>-will need someone from WFRA Executive sit on NER subcommittee for discussion on U19A team-Darren would like to ask Stephen</p>		
Vice President's Report	Nothing to report.		
Treasurer's Report	<p>Update on WFRA financials.</p> <p>Sustainable to provide a \$300 scholarship to post secondary student. Will defer this discussion to December meeting for vote.</p> <p>-Tania produced some financials up to August 31, 2021 and Marc shared screen with group-Income statement shows a net income of \$31 392.02</p> <p>-we have 2 accounts-Operating account and ice comes from Lottery account-if Bingo goes down then we need to dip into Operating account-good to continue to build our reserves</p> <p>-Income statement to be attached to minutes</p> <p>-encouraged group to support 611 as our Nevada sponsor, and Web Director will put ad on our website for 611 as well</p>		
Publicity Director	<p>-Facebook ad for CTR-95 engagements on the ad-clicked or reviewed-reached 4500 people with this ad-pushed as an event as well-cost \$150 for this exposure</p> <p>-to thank members with helping her in Publicity activities-working and learning with google groups and delineating between groups, and updating our membership listing and for general communication as well</p>		

	-looking at producing a publicity video as effective promotion tool																																										
Ice Director Report	<p>-will need to change October ice if we go with U15 schedule and more teams in JBO so will need more ice</p> <p>-idea to have a more competitive night/ice for JBO once or twice monthly?-will look at that more closely and can have some fun with it.</p> <p>-will confirm ice in North Bay for Regionals on weekend of March 11-13, 2022-no specific contract yet-have assigned ice up to December but no contracting into 2022 yet with City</p> <p>-need 4 ice pads for Regionals so will need another ice pad either in Astorville or Powassan or South River</p>																																										
Registrar	<p>Registration numbers:</p> <table border="1" data-bbox="499 496 1125 769"> <thead> <tr> <th></th> <th>2021-2022</th> <th>2020-2021</th> <th>2019-2020</th> </tr> </thead> <tbody> <tr> <td>Nipissing U-19</td> <td></td> <td></td> <td></td> </tr> <tr> <td>U18+-</td> <td>19</td> <td>15</td> <td>35</td> </tr> <tr> <td>U8-</td> <td>9</td> <td>8</td> <td>21</td> </tr> <tr> <td>U10-</td> <td>11</td> <td>18</td> <td>42</td> </tr> <tr> <td>U12</td> <td>21</td> <td>27</td> <td>24</td> </tr> <tr> <td>U14</td> <td>16</td> <td>18</td> <td>18</td> </tr> <tr> <td>U16</td> <td>12</td> <td>13</td> <td>14</td> </tr> <tr> <td>U19</td> <td>8</td> <td>9</td> <td>14</td> </tr> <tr> <td>Totals</td> <td>115</td> <td>108</td> <td>168</td> </tr> </tbody> </table> <p>(not including NipU)</p> <p>CTRFF Event Highlights:</p> <ul style="list-style-type: none"> • 12 players pre-registered (4 didn't show) • 10 players showed up at the event (8 pre-registered, 2 drop-ins) • 5 of the 10 players registered • Prize winners: Brooklyn (new registration - U10) and Mila (new registration - U12) <p>Bring a Friend</p> <p>In the meantime, I've created a "Bring a Friend" package (it's not active on the website) for each division, including a question that asks "Who is your sponsoring friend?" so that we have that on record.</p> <p>- For next year (or this year!), it could be cool to run a promotion, especially for U12 and under, that gives both the sponsor and the friend 50\$ off their registration fees if the friend signs up!</p> <p>Registration Fees</p> <p>1 - I would like to put forward the motion that board members who play/want to play</p>		2021-2022	2020-2021	2019-2020	Nipissing U-19				U18+-	19	15	35	U8-	9	8	21	U10-	11	18	42	U12	21	27	24	U14	16	18	18	U16	12	13	14	U19	8	9	14	Totals	115	108	168		
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	<p>ringette should be able to register themselves in the 18+ (OPEN) category for free-defer this discussion</p> <p>2. Registration fees for casual players. Look at paying registration fees and then drop in fees.</p> <p>-discussion by group on setting a casual rate-will first need to determine how many for the division before looking to accommodate casual players-wait for teams to be formed and then can determine casual fees-will need to limit these spots.</p> <p>RAMP Mass Email Ability</p> <p>-RAMP has the ability to send out emails to our members. We can choose to send out by division, package (e.g. email to new players only), and member type (player, parent, coaches, executive, staff, volunteers). For players, the emails go out to all guardians listed under the player's registration (ideal for separated parents). I would strongly recommend that we use RAMP for all of our emailing needs.</p> <p>-defer/recommend her to speak with Renee about this?</p>		
House League Director's Report	Nothing to report.		
Rep Director's Report	<p>-Since this is a "recovery year" I would like to identify the ice time as "interest" ice to look at numbers and build our program. I will explain the sanctioned events and what RO is expecting. I don't think we are in a position to make cuts in September, if at all! U12 is looking at running a development program and we will evaluate for a "tournament team" later in the season.</p> <p>We will charge \$10 per interest ice.</p> <p>-We have an application for U12 coach and U19 and Open have been named.</p> <p>-Vacancies for U10, U14 and U16 rep coaches. Will run development ice in October for U14 and U16 groups to keep them engaged while looking to name a coach. Have been talking with parents about coaching/bench staff recruitment.</p> <p>-Reviewed information on Marc Desroches as candidate for U12 Rep Coach.</p> <p>-U19A- will likely need to form a team with players from other associations in the region, WF has requested to host the team and are currently in negotiations with the other associations in the NER, facilitated by NER</p>	Motion- "To name Marc Desroches as U12 Rep Coach." Motion carried.	
Ways and Means Director's Report	Nothing to report.		
Equipment Director	<p>-ran 2 donation drives and handed 6 bags to newer players</p> <p>-has most equipment returned from last year</p> <p>-plans to reach out to U8 players to see if they need equipment,</p>		

<p>Web Director's Report</p>	<p>-Lori proposes to remove our current procedure of using board emails to forward messages outside of the association domain. Instead, she wants to create permanent full email accounts for each board position.</p> <p>-This change will allow for more efficiency across the board. I've put together a few pros and cons for us to consider: Pros: Looks professional, Email accounts and daily backups already included in our internet service package, Historical data preserved between position changes, Any email groups (ie: WFRA Board) will not require updating once the common board list is put in place,</p> <p>Cons: Mail can be delayed sometimes Setting up a new email on devices, Learning curve during email transition, More hands on email management</p> <p>Future pro: once this action is complete, I will be able to code our contact form to go directly to who an online user requests, without emails being visible. When emails are visible, or coded into a website, bots begin gathering those emails and we start receiving spam and malicious content. Hopefully we'll be able to avoid that!</p> <p>-wait until later in season to make the changes-possibly December?</p> <p>-will move forward with this proposal</p>	<p>Motion-"The WFRA will remove the current procedure of using board emails to forward message outside of the Association domain and instead will create permanent full email accounts for each board position."</p> <p>-no specific motion proposed but was agreed upon by all members</p>	
<p>Referee in Chief</p>	<p>Nothing to report.</p>		
<p>Technical Director</p>	<p>Discussion about house league assistant coaches and their qualifications (either full house league coach qualifications or on ice assistant)</p> <p>-HL coach qualifications and on ice qualifications-Head coach of HL team to have all qualifications, assistant coach to have on ice qualifications at least-1 course is different-Respect in sport-need at least on ice assistant to be on ice with HL</p> <p>-seems reasonable as temporary positions for technical certifications for now and be clear that further certifications will be necessary as moving forward</p> <p>-she oversees background checks for volunteers and bench staff</p> <p>-she has spreadsheet to track-uses Sterling and gets invoiced-she will verify current checks for volunteers, referees and Executive members-any volunteer dealing with children under 18 needs to have vulnerable sector completed; helps with rule of 2 for screened adults with players</p>		
<p>Sponsorship Director</p>	<p>Bumper pads and cost to charge for sponsors. -getting sponsors for our sleeves</p> <p>-2 sets of 8 pockets-16 slots per set, went to 2 printing companies and these are quotes: One Stop Promotions - \$30 each (already discounted) – print onto vinyl and just slip that into the pocket</p> <p>Gateway Signs - \$47 each (not discounted price because owner wasn't there, they will give me a new price once the billboard is paid for) – Print onto vinyl and put onto corrugated plastic and will provide a discount to reuse the plastic to replace a sponsor with a new one. There is a one time set up fee of \$55.</p> <p>Both places agreed to provide them at a discounted price and that gets them a set of signs for each sponsor they print.</p> <p>-Gateway printing invoiced us for \$678.00 for our sign from March 2020-April 2021 and billing was sent to ORA to cover costs and has not been paid-she sent invoice to</p>	<p>The group decided to choose Gateway Signs because they offered nearly the same price for more product. Putting it on the corrugated plastic and only swapping names of future advertisers while reusing the plastic panels.</p>	

	<p>Mark/Tania-send info to Darren and he will communicate with Pam Julien-sign has fallen apart and in pieces</p> <p>-will clarify the situation and look into paying the bill-still interested in having this billboard? Darren will look into this further</p> <p>-Waiting to hear from past sponsors and should be okay if combining teams</p> <p>-Timbits will no longer represent U10 teams and down 1 team sponsor in U10 and whether okay to use old Timbits jerseys</p> <p>-brand new sponsor- Canadian Hock Exchange</p> <p>-idea of what to charge sponsors-we don't use both sets of pads-see if we can have some stored in West Ferris and then can use both sets.-look to store them somewhere else since on top of hockey bumper pads-look at charging \$250 as reasonable</p>		
Tournament Director's Report	Regionals confirmed for March 11-13, 2022		
New Business	<p>1.Use of camera in the arena to broadcast games on Youtube?-question from membership</p> <p>-defer to next meeting-lots of background research and logistics to work out</p> <p>2.Possibility of WFRA participating in Santa Claus parade. Great idea and Marc can help to organize</p> <p>3.Booth for Gateway to the Arts-Downtown Festival on Sept 24 and will look for volunteers-Darren to organize</p>		
Adjournment: Next meeting:	<p>Adjourned at 9:21pm.</p> <p>Next meeting Wednesday, Oct 13 at 6:30 pm via Zoom.</p>	<p>There being no further business, the meeting was adjourned at 9:21pm.</p> <p>Motioned by Pam, seconded by Lori .</p> <p>All in favour.</p>	