

Alberta Lacrosse Referees Association Board of Directors Meeting

Teleconference Call – 28 January 2018 – 19:00

MINUTES

Attendance – Val Miles, Tony Reid, Wes Kendall, Joe Catalano, Jon Bennett, Dusten Todd, David Westwood, Carmen Massel, Brent Woods, Donovan Maess, Cole Smith (late)
Absent – Karl Ranta

1. Call to order 19:01
2. Introduction
3. Review of agenda
4. Adoption of prior minutes
No prior minutes
5. Business arising from prior minutes
none
6. Reports from Executive
 - a) President
 - Addition of Manager of Officiating; job description distributed
 - ALA Board Meeting; mileage change, 3-man pilot program, provincials and nationals to be discussed in latter sections of the meeting
 - b) Past President
 - n/a, as current President serves second term
 - c) VP Development
 - nothing to report
 - d) VP Finance
 - Still awaiting response from Greg Hartzler regarding ALRA financials; 2018 budget pending cooperation from Hartzler;
 - seeking to adopt quickbooks platform moving forward
 - e) VP Technical
 - Clinician's clinic to take place February 17, with a social event the night before; clinicians prospect list has been created and candidates will be contacted promptly
 - GELC and CDLA have verbally committed to development time for Entry Level Clinics
 - f) VP Member Services
 - Karl and Donovan will have the support of past RIC's in the first season, but shall carry only their one vote on the board
7. Reports from LGBs
 - a) Wheatlands
 - Wheatland AGM concludes with adoption of Donovan as new RIC;
 - unspecified budget verbally committed to referee development in 2018 mostly to offset mileage costs
 - Lakeland tournament appeal to the removal of novice division for 2018; Todd certain that coverage for the games will be a non-issue; supported by Jon Bennett; if a division is to be removed, Dusten advises that midget could be removed for the Lakeland tournament

b) GELC

- Jon to assist Karl in the first season
- floor time donated for ref clinics

c) CALL

- no report

d) CDLA

- CDLA President has indicated interest in referee development initiatives; submit to him in writing ASAP for approval
- Novice development camp is ready to go for 2018

e) SALA

- Sean not in contact with Brent yet
- Brent to do bulk of assigning; Tyrell White to assist as needed

f) RMLL

- 3 man pilot program at Jr. B2 has been approved
- Interprovincial referee agreement pending @ Jr. B1/A/Sr. B
- Saskatchewan and Manitoba will be using Arbiter for assigning this season; using own assignors

8. New Business

a) Manager of Officiating Duties

- position to ensure due diligence and procedures followed
- support the ALRA in administrative and professional processes
- Formalize processes
- Track Inventory
- Manage registration and inquiries
- Upload schedules into Arbiter; tutorial from Jon Bennett
- Schedule changes to be sent to Manager of Officiating for input

ACTION ITEM: Create a request form for game schedule changes – Jon and Tony

b) Clinics

- Clinic registrations to be posted on ALRA website by February 1
- Standard clinic information email template created by Tony; approved by Val
- All inquiries to be forwarded to Tony; Tony will respond to inquiry and cc local RIC
- All clinics are currently booked between March 3 and April 15; Vimy clinic and late registration clinic dates/locations tbd
- Clinic venue standards: wifi, projector, whiteboard, ability to accommodate estimated attendees and up to 10% more spots, if needed – standard to be upheld by Manager of Officiating

c) Mentorship

- no report, Joe and Tony to meet following clinic scheduling

d) Registration

- Clinic fees to remain the same as 2017
- Fee structure to be revisited upon reception of the ALRA financials
- Goal of incentivising new officials by offsetting costs
- Jon voices concern regarding ALRA income being reduced to just clinics with the reducing in assigning fees

e) Mileage

- Change: 50km round trip min, but now void if assignment is within same municipality
- Waiving of mileage can be manually performed in Arbiter; incumbent on assignors to stay on task with this

f) 3-Man RMLL Mechanic

- 12 games in 2018; 6 in Wheatland, 6 in CDLA
- Targeting areas with low number of officials
- "crew chief" to be paid Jr. A rate, invoice to the RMLL; other two officials paid at the game, as usual
- Exact mechanic to be decided by David/Tony/Greg Hart before start of the season
- Val inquires about rural officials applying for these opportunities by google form, subject to conditions ie: no mileage, etc

TABLED

g) Uniforms

- Tony to seek alternate supplier quotes; keeping features of the 2017 jerseys
 - Tony to obtain inventory record from Ray; order inventory as needed
 - Teams raised concern about black/red colourway at RMLL; no safety concerns submitted
 - Teams must agree to use new RMLL jersey, or both refs shall wear CLA black jersey
- ACTION ITEM:** ALRA to adopt pre-game procedure for seeking second jersey approval from both teams in the case of one or either team having a red/black uniforms

h) Recognition

- Larry Bishop Award
- Commissioned native artwork for 25+ year members; \$125/ea; 2018 focus on these members
- Discussion of detailed tabled

ACTION ITEM: Val to send Tony questions to add to registration to aid in identifying 25+ year members.

i) Safety

- Background Checks will be integral part of 2018 registrations
 - Implement Rule of Two; procedure created by Tony, pending approval from ALRA
- ACTION ITEM:** RIC's to post the ALRA Rule of Two procedure in all referee dressing rooms

j) RAMP vs. Arbiter

- Survey suitability in 2018; committee struck to have conference call with RAMP: Jon, David, Joe, Tony

ACTION ITEM: Committee to have RAMP tour call and report to BOD at next meeting

k) Minor Provincials July 13-14

- Calgary Soccer Center; 8 floors
- All levels, with as many divisions as required based on number of team entries
- ALA to provide funding to draw officials from whole province, as done in the past

ACTION ITEM: Dusten and Joe to consult with Ray about preparing and sourcing officials to meet the demand of this event

l) Minor Nationals

- ALA only sending teams for Bantam Girls and Midget boys in 2018; Officials may still apply for other tournaments
- Prospects will be encouraged to apply or indicate interest ASAP; ALRA to follow criteria and selection process formalized by Manager of Officiating
- Game fees for minor nationals now paid by CLA; ALRA no longer required to provide off setting honorariums

m) Board Email Addresses

- centralize all information and archived information for RICs and Executive
- more professional appearance and separation from personal information
- G-suite and web domain required; monthly fee less than \$10/month

ACTION ITEM: Tony to set up G-Suite and email addresses for ALRA Board Members before February 1

n) Planning Documents

- David's planning document summary to be sent to Val for distribution to members
- ALRA Planning Meeting Google Doc to be reviewed and summarized by Manager of Officiating

ACTION ITEM: Tony to summarize Planning Meeting Notes

o) ALRA AGM

- David suggests review financials when available and decide on feasibility to continuing to align ALRA AGM with ALA AGM
- Suggestion made to have the ALRA BOD and Executive attend the ALA AGM, then have the ALRA AGM 2 weeks later; allows for Board to present to membership and prepare for ALRA AGM; avoids putting new people in ALA meetings without proper training
- To increase attendance at ALRA AGMs, move locations between major centers; to be discussed further

p) Bylaws and Regulations

- Multiple unprotected versions of each in circulation

ACTION ITEM: Tony to convert his most current files to pdf, and circulate for approval

q) Apparel

- Carmen exploring options for suppliers and online selling platform; will present at next BOD meeting

r) Bookkeeping

- Currently not in place, no formal professionals have been in place before

ACTION ITEM: Jon, Val and Tony to decide on bookkeeper once financials have been returned

s) Social Media

- contribution to Twitter, Instagram and Facebook to be managed by Dusten, with assistance from Tony, David and Jon
- Poor online conduct, trolling, inappropriate posts shall be handled by Dusten with Tony's help

9. Other Business

a) Robert Duncombe

- After numerous exchanges, it has been determined that Duncombe will not be permitted to register as an official in 2018

- All communication regarding this is to be avoided or directed to Val

b) Meeting Expectations

MOTION by David; second by Jon

To have all BOD members submit their reports to the President no later than 7 days before a scheduled BOD call. Such material shall be distributed to all board members, by the president, no later than 72 hours before the scheduled meeting

SO CARRIED

10. Review of Action Items

ITEM	Assigned To
Create a request form for game schedule changes	Jon/Tony
Post the ALRA Rule of Two procedure in all referee dressing rooms	RIC's
Committee to have RAMP tour call and report to BOD at next meeting	Jon, Joe, David, Tony
consult with Ray about preparing and sourcing officials to meet the demand of Minor Provincials	Joe/Dusten
Set up G-Suite and email addresses for ALRA Board Members before February 1	Tony
Summarize Planning Meeting Notes	Tony
Convert most current bylaw and regulation files to pdf, and circulate for approval	Tony
Decide on Bookkeeper following review of financials	Jon, Val, Tony

11. Next Meeting: Val to decide and inform the BOD no later than February 25, 2018

12. Adjournment

MOTION by Val; 2nd by Jon

To adjourn (21:15)

SO CARRIED