



2020/2021

Annual General Meeting

Report from the Board of Directors

Home of the Windsor Wildcats, LaSalle Sabrecats, Tecumseh Tigercats & Southwest Wildcats



Table of Contents

Annual General Membership Meeting Agenda	2
2020 Annual General Meeting Minutes	3
Annual General Meeting Report for the 2020/2021 Season	7
Proposed Constitutional Amendments	10
Appendix A	14

Annual General Membership Meeting Agenda

Via ZOOM

1. Call to order
2. Moment of Silence
3. Approval of agenda
4. Approval of minutes AGM July 29, 2020
5. Bursary Recipient Announcement
6. Board Members' Reports
7. Treasurer's Report
8. Old Business
9. Constitutional Amendments
10. Election of Officers
11. New Business – submitted questions
12. Adjournment

2020 Annual General Meeting Minutes

July 29, 2020
Goto Webinar
7:00 pm

Meeting called to order: 7:42 pm

Dawn Hoster, President of the SPFHA welcomed everyone for attending, thanked the volunteers and board members for their participation over the past year.

Routine Business

Approval of Agenda - Motion to approve agenda Lorie Gregg, 2nd by Jennifer Soulliere

Approval of Minutes – AGM 2019 - motion to approve Francine Stadler, 2nd by Paula Stamatiadis

CARRIED

Presidents Report/Awards

Awards: Award recipients:

Young Volunteer of the Year: Brooke Gibson, Rachel Campoli and Morgan Black
House League Coach of the Year- Bill Atkinson
Travel Coach of the Year – Jennifer Soulliere
House League Trainer of the Year - Jennifer Leighton
Travel Trainer of the Year - Jessica Hitchcock
House League Player of Year- Jamie Hitchcock
Travel Player of the Year - Sophie Shepard
Fan in the Stands – Shelley McIndoo

Presidents Report: Dawn stated that her report can be found online. Many thanks to all. Apologized for the technical difficulties

Correspondence

None

Board Member Reports

Treasurer – Lorie Gregg
- Presented at AGM and available online

Executive VP – Paula
- Available online

- VP of House League – Dana Hitchcock
 - presented at AGM and available online
- Ice Scheduler – Rob Modestino
 - presented at AGM and available online
- VP of Travel – Interim – Rob Modestino
 - presented at AGM and available online
- Registrar – Maria Lloyd
 - presented at AGM and available online
- Director of Hockey Operations – Steve St. Louis
 - available online
- Junior Team Liaison – Jennifer Hitchcock
 - presented at AGM and available online
- Referee Convenor – Carrie O’Donnell
 - available online
- Tournament Convenor – Katie Doe
 - available online
- Equipment Coordinator – Derek Lanteigne
 - available online
- Webmaster - Jim Stamatiadis
 - available online
- Public Relations Representative – Sam Strong
 - presented at AGM and available online

Old Business:

None

Constitutional Amendments:

None

Election of Officers

Votes to be counted by Dana Hitchcock and Francine Stadler. Votes must be submitted to both Dana and Francine with a deadline of 30 minutes after the adjournment of the AGM.

Executive Vice-President

Tina Juodikis acclaimed as Executive Vice-President

VP of Travel

Nominations Todd Hopper – addressed membership
 Steve St. Louis – addressed membership
Steve St. Louis elected as VP of Travel

Treasurer

Lorie Gregg acclaimed as Treasurer

Ice Scheduler

Rob Modestino acclaimed as Ice Scheduler

Webmaster

Jim Stamatiadis acclaimed as Webmaster

Equipment Convenor

Marc Williams acclaimed as Equipment Convenor

Coaching and Skills Development Convenor

Adam Dagenais acclaimed as Coaching and Skills Development Convenor

New Business

- Will the planned house league follow the same format as in the past? **SPFHA need to await information as Hockey Canada, OHF and OWHA must provide direction.**
- Will this league be part of the interlock still? If not, can we still have exhibition games against those centers? **Will depend on what the provincial regulations are.**
 - Will there be similar ice times available this season as in the past? **Will depend on registration numbers and the programs delivered.**
 - Will Forest Glade become the pretty much the sole arena for this league? **Not really possible, we will keep Vollmer and Tecumseh, may attempt to streamline city ice.**
 - What can you tell us about the new social distancing procedures? Ie. Dressing room policies, on ice procedures, traveling procedures, tournaments? **Awaiting decisions from Hockey Canada, OHF and OWHA.**
 - What will be the policy for reporting illness once discovered? Who to contact on our team, league, opponent, rink etc? **Again, looking for direction from Hockey Canada, OHF and OWHA**
 - What is the status of a house league DS team in each division this season and going forward? **Not for this season but will be reviewed annually**
 - Are there any considerations about who is playing with whom when forming teams when multiple in the same center? Ie. Two teams in Lasalle last year in Peewee. **SPFHA tries to equalize all teams to ensure they are well balanced. All centers considered.**
 - Have you ever considered doing a Major and Minor team type separation when there are enough players in a particular division? **It has been discussed in the past and has been deemed not appropriate for SPFHA at this time.**

- Are we going to be able to continue the skill development clinics at WFCU? Our girls have really enjoyed being on the ice with their team as well as meeting new friends. **Plan is to continue if new rules allow it.**
- What is the reasoning behind limiting teams to 3 tournaments? There are more than 3 local tournaments and most teams like to do one out of town for a bonding experience with their teams. **Keeping costs reasonable for all parents. Also it is hard enough to schedule games with 3 tournaments more would be very difficult.**

Motion to adjourn at 8:23 pm by Dawn Hoster, 2nd Dana Hitchcock CARRIED

Annual General Meeting Report for the 2020/2021 Season

During the 2020/2021 season, the SPFHA Board of Directors had to make decisions based on information that continuously changed as Ontario redefined its restriction criteria throughout the COVID-19 pandemic. In August and September, the board of directors spent many hours trying to figure out how to best move forward with the season recognizing that we were very limited to what we could do for games and development of the players. A Return to Safe Hockey committee was created to research best practice related to the COVID-19 health and safety guidelines. This team worked diligently to ensure the safety of every player, coach, trainer, and parent by overseeing the return to play along with the screening tools used by SPFHA. Their recommendations were brought before the board for approval. Based on OWHA guidance, the SPFHA created team bubbles that enabled up to 50 players, coaches and team staff to practice and eventually play 3 on 3 games meant for development while providing a fun environment.

Ice times were limited as SPFHA had to follow all Health Unit guidelines and varying municipal rules. Despite this uncharted territory, SPFHA teams/bubbles saw two to three ice time per week. Each municipality reached out to SPFHA stating that our membership was respectful to their employees and were polite and abiding when following their rules. SPFHA members should be proud of this and we extend our thanks to all of you for representing SPFHA in a positive manner.

Unfortunately, the season came to an abrupt end when the Province announced that the Windsor-Essex area was moving into the red category followed by the grey zone. All hockey ended as the province locked down in order to combat the transmission of COVID-19. As the

Province began to open, the SPFHA placed the health and safety of all members first and in February, we came to a very difficult decision to cancel the remainder of the season.

The SPFHA would like to thank the coaches, trainers, managers, and parent volunteers who assisted in instituting the new guidelines. We recognize that changes occurred with little or no notice and we thank you for your patience and understanding as we moved through each change.

Other news to report out:

- A total of 382 players registered this season accounting for:
 - U9= 51
 - U11=72
 - U13= 65
 - U15= 72
 - U18 = 80
 - U22 = 42

- Registration should begin at the beginning of May with no payment due until SPFHA gets direction from OWHA on how hockey will run for the 2021-2022 season.

- A new registration platform called RAMP endorsed by the OWHA was used to register and screen players and team staff. Moving forward this RAMP software will be used to automate game sheets and oversee other areas related to day today function of the season. Thanks to all who navigated the new system with patience. We should see some improvements next year.

- SPFHA has expanded the use of our social media platforms in order to engage the players. Well-known figures within the hockey community have added to the player experience by sending their greetings and recommending off ice drills to keep the girls active.
- Jennifer Soulliere has been working towards her Women's Master Coach Development certification. As a result she has delivered various Pond to Podium initiatives for females coaches. A big congratulations goes out to Jen as this places her within an elite group of women coach trainers within Hockey Canada.
- The SPFHA is financially stable moving into the 2021/2022 season. See Appendix A for full financial report.

Overall, this year has been difficult for all. SPFHA recognizes that communication is of utmost importance in time of uncertainty. SPFHA commits to communicate to all its members in an efficient manner for the 2021/2022 season. We will ensure that all new information related to the upcoming season will be shared as soon as possible. We are looking forward to next season in hopes that we will all be together again, providing the opportunity for the girls to play a sport that they love.

Thank you,

2020/2021 SPFHA Board of Directors

Proposed Constitutional Amendments

Proposed by Francine Stadler on behalf of the SPFHA Board

Current:

5.0 EXECUTIVE and BOARD OF DIRECTORS

5.1 Eligibility and Positions

3. The Executive Officers of this Association shall consist of the following:

President	Treasurer
Immediate Past President	Secretary
Executive Vice-President	Registrar
Vice-President of House League	Ice Scheduler
Vice-President of Travel	

4. With the exception of the Immediate Past President and the Development Committee Chair, the Executive Officers shall be elected for a two-year term at the Annual General Meeting. The positions of President, Vice-President of House League, Registrar and Secretary shall be elected in odd numbered years. The positions of Executive Vice-President, Vice-President of Travel, Ice Scheduler and Treasurer shall be elected in even years.

5. The Immediate Past President shall have served one complete term as president and not have resigned from the Board. The Immediate Past President shall serve a one year term.

6. The Development Committee Chair shall be confirmed by the Board following consultation with the Development Committee. This appointment shall be for a minimum of one year and shall renew annually until such time as the Development Committee Chair resigns or is removed by vote of the Board.

7. The Conveners of the Association shall consist of the following:

Tournament	Public Relations
Referee	Director of Junior Hockey Operations
Webmaster	Director of Hockey Operations

Equipment Development Committee Chair
Coaching Skills and Development

8. With the exception of the Director of Junior Hockey Operations, the Conveners shall be elected for a two year minimum term at the Annual general Meeting. The positions of Tournament Convener, Referee Convener, Director of Hockey Operations Convener and Public Relations Convener shall be elected in odd numbered. The positions of Equipment Convener, Webmaster Convener, and Coaching and Skills Development Convener shall be elected in even numbered years.

9. The Director of Junior Hockey Operations shall be appointed by the President and Vice-President of Travel with the approval of the Board who are in place after the AGM for the coming hockey season. This appointment will be for a two year term and shall be appointed in even numbered years. This appointment will be made at a Board meeting on the earliest possible date following the AGM, and shall be announced on the Associations website.

10. A person cannot be elected or appointed to the position of President, Executive VP, VP of Travel or VP of HL if he or she is a Head Coach on any Association Travel Team.

Proposed:

5.0 EXECUTIVE and BOARD OF DIRECTORS

5.1 Eligibility and Positions

3. The Executive Officers of this Association shall consist of the following:

President	Treasurer
Immediate Past President	Secretary
Executive Vice-President	Registrar
Vice-President of House League	Vice-President of Travel

4. With the exception of the Immediate Past President, and **the Treasurer**, the Executive Officers shall be elected for a two-year term at the Annual General Meeting. The positions of President, Vice-President of House League, and Registrar ~~and Secretary~~ shall be elected in odd numbered years. The positions of Executive Vice-President, Vice-President of Travel, ~~Ice Scheduler,~~ ~~Treasurer~~ **and Secretary** shall be elected in even years.

~~5. The Development Committee Chair shall be confirmed by the Board following consultation with the Development Committee. This appointment shall be for a minimum of one year and shall renew annually until such time as the Development Committee Chair resigns or is removed by vote of the Board.~~

5. The Treasurer shall be appointed by the President and Executive Vice-President with the approval of the Board. This appointment will be for a two year term and shall be appointed in even numbered years. This appointment will be made at a Board meeting on the earliest possible date following the AGM, and shall be announced on the Associations website. The Treasurer will hold a position on the Executive Committee.

6. The Ice Scheduler shall be appointed by the President and the Executive Vice-President with the approval of the Board. This appointment will be for a two year term and shall be appointed in odd numbered years. This appointment will be made at a Board meeting on the earliest possible date following the AGM, and shall be announced on the Associations website. The Ice Scheduler will report to the Executive Committee by way of the Vice-President of Travel, Vice-President of House League and the Development Committee Chair. The Ice Scheduler will not hold an official position on the Board of Directors.

9. The Conveners of the Association shall consist of the following:

Tournament	Public Relations Communications Convener
Referee	Director of Junior Hockey Operations
Webmaster	Director of Hockey Operations
Equipment	Development Committee Chair
Coaching Skills and Development	

10. With the exception of the Director of Junior Hockey Operations **and the Development Committee Chair**, the Conveners shall be elected for a two year minimum term at the Annual general Meeting. The positions of Tournament Convener, Referee Convener, Director of Hockey Operations Convener and ~~Public Relations~~ **Communications** Convener shall be elected in odd numbered. The positions of Equipment Convener, Webmaster Convener, and Coaching and Skills Development Convener shall be elected in even numbered years.

11. The Director of Junior Hockey Operations shall be appointed by the President and Vice-President of Travel with the approval of the Board who are in place after the AGM for the coming hockey season. This appointment will be for a two year term and shall be appointed in even numbered years. This appointment will be made at a Board meeting on the earliest possible date following the AGM, and shall be announced on the Associations website.

12. The Development Committee Chair shall be confirmed by the Board following consultation with the Development Committee. This appointment shall be for a minimum of one year and shall renew annually until such time as the Development Committee Chair resigns or is removed by vote of the Board.

13. A person cannot be elected or appointed to the position of President, Executive VP, VP of Travel or VP of HL if he or she is a Head Coach on any Association Travel Team or House League team.

Explanation of proposed changes:

1. Remove Ice Scheduler from the list of executive members
2. Add the Treasurer to list of exceptions in #4
3. Change Secretary from odd year to even year for elections
4. Remove Ice Scheduler from elections
5. Strike 5 from this section and move to lower section as Development Committee Chair is not on the executive.
6. Add a new #5. Treasurer to be appointed versus elected as this position requires skill and expertise.
7. A new #6. The Ice scheduler to be appointed versus elected as this position requires skill and expertise. This position does not need to be a member of the board but can report up through the board.
8. Change Public Relations to Communications
9. Adding Development Committee Chair to #10 as this position is not an elected position.
10. In #10 change Public Relations to Communications
11. Add #12 taken from above (old #5). Same wording for the Development Committee Chair.
12. Add House League team head coach to #13.

Numbers 1, 4, and 7 go together dealing with Ice Scheduler

Number 2 and 6 go together dealing with Treasurer.

Number 5, 9, and 11 go together dealing with Development Committee Chair.

Number 8 and 10 go together dealing with Public Relations Convenor

Number 3 only needs to occur if Ice Scheduler and Treasurer changes are approved.

Number 12 stands alone.

Appendix A

Sun Parlour Female Hockey Association

Fiscal 2021/22 Budget

	2021/2022 Season \$
Revenue	
Registration revenue	288,950
Reimbursements - Travel team	81,500
Sponsorships	-
Miscellaneous	-
Total revenue	370,450
Expenses	
Rentals (Ice, auditorium, office)	251,769
OWHA fees	34,243
Women's Hockey Referee Association	30,000
Apparel	16,820
Professional fees	8,475
Board stipends	3,750
Essex-Kent Interlock fees	3,300
Lower Lakes registration fees	2,800
Events and activities budget	5,000
SPFHA Bursary	500
Office supplies	293
Bank charges	300
Insurance	500
Volunteer expenses	12,700
Total expenses	370,450
Excess of revenues over expenses	-

Of noteworthy mention is the following:

- Sun Parlour Female Hockey Association has carried forward the budget for 2020/2021 to 2021/2022 in anticipation that the 2021/2022 season will be more reflective of normal operations.

- The budget for Sun Parlour Female Hockey Association does not include financial information related to the tournament hosted by our Association.

Total budgeted revenue for the 2021/22 hockey season is \$370,450. This includes revenues from registrations and travel team reimbursements. Sponsorship revenue and miscellaneous revenue were not budgeted in the 2021/22 fiscal year due to the inherent uncertainty of these items.

Total budgeted expenses for the 2021/22 hockey season are \$370,450. Significant expenses include ice and other rental fees, OWHA fees and, Women's Hockey Referee Association, apparel and volunteer expenses (i.e., coach and trainer certifications, police clearances, etc.).

As stated in the prior year's report, the COVID-19 global pandemic continues to be our Associations most significant risk. Our ability to operate is contingent upon where Windsor and Essex County are within the Province of Ontario's framework for reopening. As a result, budget to actual financial results for the Association will continue to be monitored.

2020/2021 Financial Update

The fiscal year for the Sun Parlour Female Hockey Association is May 1, 2020 to April 30, 2021. While it was my intention to present audited financial statements at the 2021 Annual General Meeting, the constraints on my time, namely due to the augment in time relating to the operations of the Association coupled with my own professional responsibilities, I was unable to fulfill that commitment. A concerted effort will be made during the 2021/22 hockey season to fulfill this requirement.

A summary of significant expenses incurred by the Sun Parlour Female Hockey Association is included below. These expenses are for the period May 1, 2020 to February 28, 2021. There is no information regarding refunds and or credits to be issued for the 2020/21 hockey season as this process is currently underway. It is anticipated that the refund/credit process will conclude in or around the end of April 2021.

A detailing of the most significant expenses for the Association for the 2020/21 hockey season are as follows:

- Total ice and other rental fees relating to the 2020/21 hockey season amounted to \$118,348 broken down as follows by municipal centre:

City of Windsor Facilities	\$	94,055
Town of LaSalle Facility	\$	8,816
Town of Tecumseh Facility	\$	15,477

- Windsor Hockey Referee Association

\$ 9,256

- Ontario Women's Hockey Association Fees \$ 29,479
- Apparel \$ 27,703

Regarding apparel, a decision was made by the Board to acquire jerseys that would be uniform across all teams and bubbles. Jerseys that were intended to be used for House League for the 2020/21 hockey season have been stored in preparation for the 2021/22 hockey season.

The cash balances on February 28, 2021, amounted to \$56,551.