

November 27, 2019

Cowichan Valley Lacrosse Association

Participants

Chris Claxton	President	
Teri Zunti	Secretary	
Marnie Isherwood	1st VP	Absent
Dale Gardiner	2 nd VP	
Taylor Martin	Head Coach	
Janice Parmar	Treasurer	
Raina Bennefield	Registrar	Absent
Dallas Lister	Head Referee	
	Referee Allocator	
Katrina McCormick	Head Manager	Absent
Teri Zunti	Facility Coordinator	
	Equipment Manager	
	Booster Club	
Anthony Bone	Website Coordinator	Absent
Lorne Winship	Senior	Absent

Old Business

New Business

Election of General Directors

- Raina Bennefield – Registrar
- Katrina McCormick – Head Manager
- Anthony Bone – Website Coordinator

All 3 voted into positions. Motion – Dallas, 2nd Janice, all in favor – carried.

Registration

- Questionnaire for Registrar needs to be sent to Raina to complete ASAP
- Online date to open TBD – hoping for December 15th
- Aim to move away from in person registration. This will eliminate the possibility of forms and funds going missing.
- Only schedule one in person registration session night at ISC during a drop in session.
- Fee increases for both the Island and BCLA. Island fees will now be \$15/player and BCLA will increase \$1/player.
- 2020 registration fees will be determined at the December 10, 2019 meeting.

Drop In Sessions

- Discussion around making drop in sessions - Bring A Buddy, \$5.00/player and friend gets in free.
- Ask Naomi if she would be willing to help with flyer distribution at the schools
- Drop In session dates have been booked at the Multi-purpose room ISC.
 - February 15, 2020 9 :00 – 2 :00 pm
 - February 22, 2020 4 :00 – 9 :00 pm
 - March 1, 2020 5 :00 – 10 :00
 - March 5, 2020 5 :30 – 7 :30pm
- Evaluation slots will be booked at the Cowichan Sportsplex box.

Late Fees

- Late fees of \$15.00 will be added to the regular registration fees on the following dates :
 - PW, Bantam & Midget late fees in effect March 1, 2020
 - MT, Tyke & Novice late fees in effect March 15, 2020
- Refund policy – no refund will be offered once the playing season has started.

Concussion Protocol

- Concussion Policy – motion to adopt, all in favor – carried.
- Baseline testing will not be done.
- Team manager and coach must record and report any suspected concussion to the Association Head Manager.

Managers Handbook

- Need to add in Section 19.02 BCLA General Operating Policy regarding volunteer drivers – see attachment.

Items from the BCLA AGM

- Provincials are as follows :
 - Midget July 2 – 5 Comox
 - Bantam July 9 – 12 Prince George
 - PeeWee July 16 – 19 North Okanagan
 - Female (all) July 16 – 19 Coquitlam
 - Summer Games July 23 – 26 Maple Ridge

Evaluation Fees

- Change the ‘tryout’ fee for A team to evaluation for all players
- Fee will be \$10.00, if a player does not come to evaluations they will be placed on the lowest seeded team.

Fundraising

- Discussion regarding team fundraising – look at 20% of team fundraising funds going back to the association. To be discussed further at next meeting.

Apparel – Booster Club

- Looking at using a local company for CVLA clothing – further discussion needed

Meeting adjournment : 8 :55 pm

Next Meeting : December 10, 2019, 7pm Cowichan Sportsplex Office

Volunteer Drivers:

19.02 Any volunteer driver willing to provide transportation where needed for organized lacrosse activities, must review and comply with the following conditions:

- a) The Insurance Corporation of British Columbia (ICBC) considers drivers to be "volunteers" as long as they are reimbursed only for reasonable expenses. A volunteer who is paid a wage or is reimbursed for that individual's time is no longer considered a "volunteer" and is to contact his/her Autoplan agent as it may be necessary for the volunteer's vehicle to be rated for "business use".
 - b) The driver must hold a valid British Columbia (ICBC) driver's licence (Novice Stage or Full Privilege only). ***Volunteer drivers must be twenty-five (25) years or older.***
 - c) The vehicle must have standard insurance coverage with ICBC.
 - d) The vehicle must have one (1) seatbelt available for every passenger, including the driver. Drivers are responsible for complying with all child restraint requirements.
 - e) The number of persons being transported in the vehicle must not exceed the normal carrying capacity of that vehicle.
 - f) The vehicle must be maintained in sound mechanical order.
 - g) A vehicle with a seating capacity of more than ten (10) persons, including the driver, is classified by the Motor Vehicle Branch as a "bus". A "bus" used to transport athletes, coaches, referees and/or volunteers is required to have a valid Class 4 Driver's License issued by the Motor Vehicle Branch. This will include volunteers' vehicles and rental vehicles used for athletes, coaches, referees and/or volunteers transportation.
 - h) Volunteers who rent vehicles to transport athletes, coaches, referees and/or volunteers must be aware of the appropriate requirements for driver's license classifications, third party liability insurance limits, and bus permits, particularly when renting vehicles, which have a capacity to carry more than ten people, including the driver. Vehicle capacity, and not the number of passengers being carried, is the determining factor. Only drivers who are declared to the rental agency are allowed to drive (confirm minimum age requirement for operating a rental vehicle with the rental agency). Insurance coverage is voided if an undeclared driver drives the vehicle.
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- i) There is no medical, dental or disability coverage for volunteers. If a volunteer is injured by the actions of other people, the volunteer still has the right of common law action and in the case of automobile-related injuries, ICBC coverage may apply.
 - j) All incidents of injury or vehicle accidents must be reported to the individual's respective Association/Club/League immediately.