



JDF Lacrosse Association Executive

Meeting Minutes

2 November, 2023 – 7 pm JDF Seniors Center

Meeting called to order: 7:01 by Niki, 2nd by Brittney, all in favored, carried.

Adoption of Agenda: Jenn, 2nd by Jill, all in favor, carried.

Adoption of October Minutes: Brittney, 2nd by Rochelle, all in favor, carried.

Adoption of October Reports: Jill, 2nd by Matt, all in favor, carried.

Attendance: Adam, Jessica, Niki, Nic, Jill, Jean, Jenn, Tyler, Rochelle, Brittney, Dawn, Matt, Rob P, Gord, Shane

Online: Krista, Kyla

Non-executive members: Wendy Hall (U11 box Commissioner), Riley Lejeune (U15T2 player) Jordan Waters (U17 T1 coach), Alicia Hayes (U13 T2 manager), Alysha Anderson U13 T2/U9 T1, Matt McRae (U13 T2 assistant coach).

Reports of Committee Members:

President – Acting: Jesse Lawson-

I am extremely proud of the representation JDF had at the BCLA Annual General Meeting held in Whistler late October. I received feedback from a number of people citing how nice it was to see JDF's representation at the meeting. I am also proud that JDF won the award for Association of the Year, an honor that all families in our association contributed to.

I would also like to thank the folks putting in the effort on the policy review committee and ensuring things are on track for the JDF AGM scheduled for mid-late November.

A few updates from the VIFLL.

1. There will be zero tolerance for abuse to officials. There is a strong effort on to eliminate abuse to officials from players, coaching staff, and parents. This is widely supported by all associations and will be a focus from now going forward.
2. There may not be any additional competitive coaching clinics on the Island for the remainder of the year, please watch the BCLA website for additional clinics.
3. Nanaimo will be hosting the U11 Year End Tournament.
4. Burnaby will be hosting Female Provincials from Feb 23-25, 2023.

5. There was a lengthy discussion about regulation size fields and the lack of availability. It was noted that the Velodrome, Topaz, and some fields on UVIC are not regulation size. All associations recognized the pressures with field availability and committed to do the best they could, but were in support of playing on a smaller field if needed. No association would be penalized.

Vice- President Box 1- Jesse Lawson- see President's report.

Vice-President Box 2 –Niki Williams- I have nothing to report as VPBox2.

As a member of the team that attended the BCLA AGM and conference, it was a great experience. Lots of meetings, lots of discussions, lots of policy review.... and we saw a bear.

Vice-President Box 3- Jennifer Lambert-

Nothing new to report for box. I will be wrapping up my year end report this week for our AGM.

BCLA AGM

Very proud to have been able to represent our association at the AGM, lots of meetings and learning over the 2 days in Whistler.

Vice-President Field 1 – Gord Anderson- Nothing to report.

Vice President Field 2- Adam Ranns-

Not much to report for this month, we are currently trying to get the cross over play for U 11 to continue but a majority of the island has voted no at the moment. Hopefully we can get this to continue or we may have some difficulty getting some of the U 11 games played.

We have had a parent issue during one of our games but we met with the parents and discussed behavior during the games. Hopefully this will resolve the issue.

We have combined both our U13 and U15 tier 1 and tier 2 practices for the rest of the season. This has worked very well this season for U15 and should be an area we look at continuing in the future. Its has been great for the kids and frees up a ton of field time that we don't have to pay for. Other than that we seem to be moving along nicely, please let me know if there is anything that I missed.

Vice-President Female – Dawn Ranns-

The Female Field Lacrosse season is moving along very well.

The U7-U9 division just finished up their season on Sunday October 29 with their last intersquad scrimmage. U7-U9 practiced from September - the end of October including six intrasquad scrimmages. Most Sunday's teams were divided equally and players were able to play with their own age group and skill sets. All players have grown this year in their fundamental knowledge and skill in lacrosse. JDF would like to thank Kirby Sports for their generous reduction in cost for lacrosse sticks and goggles for this season so that all players could purchase their own sticks and protective equipment. On Tuesday October 24 the U7-U9 and U7 co-ed teams had a spooktacular Halloween lacrosse party. Players participated in fun games including freeze dance, mummy TP wrapping, crafts, and a costume parade with costume prizes. We would like to thank our Community sponsors Colwood Save-on-Food and Wale rd Tim Hortons for providing food, drinks and treat bags for all players. I would also like to thank the many parents, players, executive members, and family that helped to make this a very special event for the

players. There is an end of the season party for U7-U9 on November 7 from 5-6 pm at the velodrome. Players will receive a t-shirt from Out of the Blue with a female JDF lacrosse design.

The U11-U13 division will continue their season until the end of January to early February. This team is made up of 13 players ranging from U11 to U15 of various skill levels. The team has had the opportunity to play in two tournaments this year, the Big Al and the Thunderstrike, and has had three scrimmages against the Nanaimo team. We currently have six more scrimmages scheduled before the winter holidays. The scrimmages are going very well and the team is improving every week. This division will not be applying for provincials as we do not have enough players committed from our team. Five U13 players have been released from the team to join Nanaimo and have the opportunity to play in provincials February 23-25 in Burnaby. The U11-U13 team will continue to play together for the remainder of the season including practices and scrimmages. In January the released players will travel to Nanaimo on Thursday evening for a joint practice as well as continue with the JDF team.

The U15-U17 division is going very well. There are 17 players registered for this team. They have played in four scrimmages with Nanaimo and participated in the Thunderstrike tournament in Langley. We currently have six more scrimmages scheduled before the winter break and will continue to schedule play dates through January and February leading up to Provincials. Since we are the only U17 Female team on the Island we will automatically have a spot in provincials February 23-25 in Burnaby.

On October 3, 2023 there was an officiating clinic for female field lacrosse. There were several people who signed up for this clinic both new and returning officials. I am happy to say that we have three new officials and many returning officials on the Island this year. Several of the JDF new officials had the opportunity to shadow veteran officials at the Langley tournament to complete their clinical portions of the officiating course. Thank you to Angie Reid, BCLA VC Women's Field Official, PCFLL WF Head Official, for traveling to the Island on October 21 for the U13 and U17 Female scrimmages at Royal Bay to finish up the on-field evaluation of several new officials. All Female scrimmages have had assigned officials this year.

On October 29, 2023 Juan de Fuca hosted its second Female Field lacrosse level one coaches clinic. We had a huge turn out from both JDF and the Nanaimo association with a record breaking eleven people. It was a great day of learning about female field dimensions, game play, rules, major and minor fouls, sticks and other protective equipment. The field portion of the clinic took place on the velodrome at the same time as the Female U7-U9 intersquad scrimmage and the U11-U13 lacrosse practice. It was a great experience to be surrounded by Female field lacrosse.

Secretary – Jessica Lejeune-

Very proud of JDF for winning Field Association of the year at BCLA AGM! Many other JDF volunteers were runners up in individual awards categories. I Compiled notes from different directorate meetings/ AGM and sent to our executive.

Looking forward to our AGM and nominations committee is hard at work to recruit the right people for the right positions.

Compiling annual reports, policy/bylaws and change if directors will be sent to BC Societies after our AGM. Andrea Harvey is hard at work on our player awards and they are looking amazing!

Treasurer – Shane Alore-

Registrar – Jean Gallagher-

Field Registration was due at the BCLA office on October 31st at 4pm. We snuck in a couple of registrations over the weekend under the wire. Release paperwork is still coming in, which delayed some things, and some of it is still pending, however, in order to avoid a fine, the paperwork was submitted. The Minor Directorate Registrar was informed and I can confirm the package was delivered and signed for at the BCLA office on November 1st.

There are 230 registrations in the database and we settled in around 218 players in all divisions including Female and U19 coed, there were 18 rosters sent to BCLA.

There are still a number of outstanding payments owing. Families have been contacted, and should accounts not be settled soon, players will be pulled from teams until payment is received. I will be working with the VPs and the coaches to implement. If accounts are not settled, this will carry forward until the Box season.

Policy review is complete and ready to be presented to membership for voting. Special thanks to Jill for the long hours spent prepping the documents.

I will be sending AGM notice to all members on or before November 5th. A post will be created on the JDF website which generates an email to all members.

Head Coach Box - Nic Collison-

Head Coach Field – vacant

Referee Allocator – vacant Nico Boudoin acting for Pac Rim and JDF- nothing to report.

Head Referee – Rob Cook-

Field season is going very well. One incident of coaches, Nanaimo U11, not behaving. It is being dealt with at the Island level.

Equipment Manager – Rob Ponte- - Jill has designed an updated form for handing out equipment.

- we have updated some of the deposit fees for equipment may have to vote on the new deposits.

- we need to have a little more control of the field equipment in the Seacan at velo. It has been a bit of a free for all with equipment being taken and not returned.

School & Community Programs Coordinator- Tyler Boivin

First, I will preface by saying that this role has been unfilled for several years and will require significant time and work to create a framework from which to work. Furthermore, I have only just been accepted into this position, and I am starting by figuring out the groundwork for meaningfully pursuing the position. Therefore, items to report are still limited.

Internally, I am actively reaching out and discussing with other executive team and association members to determine the goals and objectives of the association for both realms of “school” and “community” to create an effective strategy to achieve them. As well as speaking with executive committee members, I have also engaged various coaches and ex-players across the association in discussion to:

- Announce my role as the School and Community Program Coordinator.
- Briefly explain what the position hopes to achieve.
 - Increase awareness and participation in the sport of Lacrosse and the JDF Lacrosse Association.
 - Engage and enlarge the JDF lacrosse community and the community of lacrosse on the island at large, with particular attention to JDF’s involvement, participation, standing, and influence within that community.
 - Engage schools to reach more young kids to increase enrollment and numbers of players not only for JDF but across the island. More players and awareness is better for everyone, from players to associations.
 - Facilitate community building and fostering by helping to create links between people across the association and the greater community.

This discussion has already garnered support and volunteers who would like to help out in any way possible. Furthermore, I am looking to get/access promotional materials to better engage with potential allies.

Outwardly, I have begun laying the groundwork with Sooke School District 62 to explain who I am, my position with the JDF Lacrosse Association Executive Committee, and, in general terms, what I/we hope to achieve in this role. I have now met with Laurie Farrell at the school board office, who gave me some contact information for people to talk to and helped point me in the right direction. I have approached the principal at the academy school, which is in charge of the various academies in the area, including lacrosse at Royal Bay and am waiting to set a meeting and discuss further. I have also reached out to David Strange, the Associate Superintendent of SD62, to set up meetings to discuss this. Areas I am looking to pursue with these people are:

- If possible, I want to work towards adding a Lacrosse unit into PE and Social Studies/History programs.
- Bring players, volunteers, or whatever to do a Lacrosse informational (what the sport is, bring sticks and gear to show, and explain the link to post-secondary scholarships and lacrosse academies).
 - I would like to capitalize on the stick loan program and volunteers to facilitate.
 - Leverage association and community network to reach out to Shamrocks volunteers or big names in lacrosse to create hype around the events and lend validity.
- Explain JDF's commitment to inclusivity and the current efforts being put in to grow the female programs.
- Discuss the needs of schools, associations, etc., external to JDF to discover new opportunities for community involvement.

Risk Management – Matt Towle-

Latest update on our risk management efforts and outstanding matters. Here's a summary of the key points discussed and addressed during the past month:

1. Outstanding Payments for Insurance Purposes:

- As mentioned in the previous meeting, we are still in the process of chasing a few families for payment. This issue remains a concern due to its implications for our insurance coverage. Has there been any updates?
2. **First Aid Qualifications for Coaches:**
 - I have initiated communication with the BCLA regarding first aid qualifications for our coaches. We are currently awaiting their response, and I will ensure you are kept informed of any developments in this area.
 3. **Minimum Standards for Coaches:**
 - In response to our inquiry, BCLA has informed us that there are currently no minimum standards for coaches in place. They have expressed their intent to investigate establishing such standards in the future.
 4. **Criminal Record Checks:**
 - The completion of criminal record checks is approaching 100%, which is a positive development in ensuring the safety and integrity of our coaching staff.
 5. **Concussion Awareness Training:**
 - A significant number of our coaches still require concussion awareness training. I will be sending out an email shortly to address this requirement and ensure that all coaches are up to date with the necessary training.
 6. **Injury Reports:**
 - Two injuries have been reported over the past month, with the following details:
 - U15 T1: A player sustained a fractured collarbone, requiring surgery. An insurance claim has been filed with BCLA for this incident.
 - U13 T2: Another player suffered a concussion, and an insurance claim for this injury is currently pending.

Gaming – Rochelle MacRae- Nothing to report.

Jersey Manager – Krista Janssen- Nothing to report.

Webmaster – Jean Gallagher acting

Booster –Ashley Petch/Brittney Corkery

We had booster set up for picture day this past weekend with a couple new items available and sold a total of \$2603.06 (after square fees come off)! Not bad for 2 days. This is the only chance we really have during field season to set up and hit all teams. Ashley came out on Saturday to get a handle on the sales side of things, and we'll be meeting again soon to discuss timelines for ordering and vendor lists.

Head Manager – Jill Denis-

All of our teams are in good hands and managers are doing a great job! I continue to support them as needed, and the Ramp managers chat is working great for communications.

It's been a busy month! I was able to attend the BCLA AGM in Whistler which was a great experience. I got to meet a few people who I work with throughout the season, and it was nice to put a face to their names. Lots of meetings, discussions and much learning. The highlight was the awards banquet and JDF being named Association of the Year for field lacrosse!

We had a Halloween party for the U7 coed and U7-U9 female teams and it was a lot of fun. The weather was not in our favour and it poured rain but everyone worked together so we didn't have to cancel. We lucked out and there was an indoor space available and volunteers quickly came together to organize games, music, decorations and crafts. It ended up being a great little event for the kids. There were costumes, decorated helmets and sticks, games, crafts, a dance party and ofcourse candy. A few lucky player's won prizes for their costumes! The BBQ was sponsored by Colwood Save on Foods and Tim Hortons and we are very thankful for our community sponsors and all who helped out with this event.

Photo day was last weekend and it was also a success! It was a busy weekend but we were well organized so everything went really smoothly. I was worried the space at the upper clubhouse would be too congested with vehicles coming and going for games at the velodrome and booster set up but it actually worked out great and I'd consider the same space again next year. It was fun working with the teams and seeing all their different personalities and oh the facial expressions, my cheeks hurt from smiling so much, it was a great day.

Important deadline: Provincials declaration forms are due to BCLA no later than 4pm on Thursday Dec 7, 2023. I will be sending the forms and my own deadline to teams soon.

Floor Allocator – Kyla Pedlow-

The last month has been an extremely frustrating one in terms of scheduling. The Island has released multiple versions of the game schedule (I think we're at about 5 or 6 versions now), the most recent being October 27th, without considering games that have already been rescheduled due to teams not being available. I believe across all Associations there have been double booked fields and errors. This has meant hours and hours of my time spent rescheduling games, changing our field schedule, updating RAMP, and communicating with teams. In the years I have done allocating I have never had to deal with a game schedule that is so unorganized, and require so much of my time. We have a new Island scheduler this season. I know there is a huge learning curve and that mistakes will be made, but the game schedule has been consuming a massive amount of my life over the last month. I can say with certainty that I will not be the Field Allocator next field season. We need to fill the position as soon as possible.

As mentioned in a previous report, I requested to give back some field time that was not being utilized. I have since received an updated contract, and the time I gave back was able to save us \$6220.95 in field costs. The times I gave back were mainly weekend time at the end of each day that was not being used, and an hour at Royal Bay on both Saturday and Sunday that would not be enough time for an additional game.

Since we have so much outstanding debt with WSPR, I have been working with Shane to cut back on our field time even further. All divisions have now been changed to shared practices with the other team in their division. Unfortunately it looks like we're going to lose usage of Royal Bay starting in December. This will mean rescheduling 9 games in December. I'm going to reach out to WSPR to see if those exact same game times are available at the Velodrome instead. I'm hoping that is the case, otherwise it is going to be an absolute nightmare trying to

reschedule everything. If we're able to move to the Velodrome then we will need to get approval for U17 games to be played there as well.

Looking ahead to box season, I really want to cut our floor costs this year as much as possible. In the past we have always booked a TON of floor time but it doesn't all get used. Given our current financial situation, I want to be sure that we are only booking and paying for floor that we actually use. So I will be scheduling box practices similar to how I've done field practices. Teams will get the practice day and time that I assign to them. There will be very little room to accommodate preferred days and times as in past years. I know that is a nice option to offer coaches, but at this point the financial stability of the association is what is most important. For now, the plan is for all teams to have their own practice times for U11 and up.

I will also be attempting to schedule U17 practices in the arena if possible. My plan is to offer the Island less game slots throughout the week, because they didn't use all of the ones I provided anyway. If I do that, then I should be able to get U17 to have either one or both practices in the arena each week. If U17 practices inside, then I can reduce our outdoor box time as well.

I will also be cutting back our box time on weekends. We used to book it from 9:00am - 6:00pm every Saturday and Sunday however, it is never used that entire time. So I will be reducing it to 10:00am - 4:00pm, which still allows for 4 games per day. JDF Arena time will be cut down on the weekends as well. In the past we have had it booked from 9:00am - 9:00pm both Saturday and Sunday. I will be reducing this down to 9:00am - 4:30pm, which is enough time for 5 games per day. The Q Centre will not be booked at all except for tournaments. Last year we were offered 6 hours per week at The Q Centre and it was rarely used. Belmont Box will be booked from 5:00 - 7:30pm Monday to Friday.

This is my plan for the beginning of the season. Once the game schedule is released, I will be looking to see if there are specific days that we can reduce our floor time even further to save on costs. I'm confident that with cutting back floor time as much as possible this season, it should help us get back on track with WSPR.

Eagle Ridge just sent me their proposed time for our box assessments. I'll be working with the assessment committee to firm up that schedule, with the plan that the assessment schedule is ready to go when registration opens in December.

Tournament Coordinator – Brittney Corkery- Nothing to report.

Marketing Manager- Jessica Lejeune-

Planning big screen ads at Westhills/City Centre Park/Langford Pattison screens/Westshore Parks for box registration to open Dec 1st.

Have applied to have a printed ad in the Westshore Parks Winter Recreation Guide.

Will have pdf newsletter ready for December 1st for all SD 62 schools as well.

2 vehicles and a bunch of teams/parent volunteers will be at the Santa Parade on November 25th.

Any executive and their families are also welcome to walk with us. Details and meeting location downtown TBD.

1 radio ad: 2 for one sale price on Ocean 98.5/Jack FM 103.1 booked for 2 weeks in December.

Agenda

Review of Old Business:

Krista: jersey manager split into 2 positions?

New Business

Topic	Action Item	Responsible
<p>Jessica- elected positions and Santa Parade</p>	<p>Nomination committee recommendations: President: Adam Ranns Box VP 1: Niki Williams Box VP 2: Nic Collison Field VP: Matt Towle Field VP: Devon Johns Treasurer: Jesse Lawson Registrar: Jean Gallagher</p> <p>Reminder Santa Parade November 25th. Information on meeting location to be shared as soon as I receive it. Players must be with a volunteer from their team e.g. coach or manager</p>	<p>Nominations committee.</p> <p>Jean to send email reminder to parents. Jill get pinnies for female team to borrow to Dawn.</p>
<p>Niki -Parent Conduct -Call up process</p>	<p>Follow chain of command. Parents concern to manager. Coach and manager meet and discuss, take to executive if needed. Disciplinary committee formed if needed, investigate further. Referees have total control of the game. When asked to leave a game, in box they have to leave the arena. In field need to leave immediate field area but can stand off to the side as long as they do not make any more comments or commotion.</p> <p>Call ups: should be T2 to T1 first for that division, then to lower division. Call up form needed, has to have both head coach's approval.</p>	<p>Adam to reach out to Island again for criss cross approval U11 teams. Email to send to parents clarifying</p>
<p>Jill- storage locker -Update from nominations committee -Policy update feedback -Webmaster Update -Fundraising Fee -Community Sponsorship</p>	<p>Currently \$9000 per year total for 2 storage lockers at Millstream Storage. Looking for cheaper alternatives. Possible to move some items to JDF storage under arena bleachers. Tournament storage to request JDF figure skating club space to store raffle baskets for tournaments.</p>	<p>Tyler to call around for 3 quotes to compare to. Jessica to ask figure skating club for</p>

	<p>Adding position: Past President appointed position to be added to our policy and bylaws. Would be an advisory role.</p> <p>Webmaster- Stephen Laws returning. Everyone in executive position will have an @jdf lacrosse.com email for security.</p> <p>Box will have \$50 fundraising fee for raffle. Rochelle to take on raffle for gaming licence, ordering tickets, organizing tickets coming back for draw.</p> <p>Volunteering hours per family. Was discussed years ago that each family had to hand in \$X volunteer levy cheque. If families volunteer X amount of hours they get their cheque returned. Implement for Field 2024? Table for further discussion. Need more time for details, form committee: Tyler and Brittney.</p> <p>Asking Tyler to seek community corporate sponsors. Sell spots on the box, outside and inside arena. Jersey sponsors. Look at other associations for sponsor levels eg \$x gets you banner in the box, logo on jerseys, social media, etc. Seek more information on charitable status for donations.</p>	<p>storage during tournaments.</p> <p>Tyler Brittney</p> <p>Tyler Brittney</p> <p>Tyler</p>
<p>Jean- Box registration 2024. Discuss fees, and possibly U9 and U7 in Sooke.</p>	<p>Opens December 1st. Look into Sooke option for practices for U7 and U9 registration, games at JDF outdoor box. Have caveat saying if not enough players, can refund or join Westshore teams.</p> <p>With having lost gaming grant 2022, we are currently in debt. Owing Westshore Parks for partial box and field 2023 fees. For 2024 box: \$40 increase U7-U11 \$60 increase U13-U17</p> <p>Niki makes a motion to increase box 2024 fees +\$40 for U7-U11 and +\$60 for U13-U17 U7 \$110, now \$150 U9 \$250, now \$290</p>	<p>Kyla to look at floor costs and availability.</p> <p>Communication to families about increase in registration and why.</p> <p>Jean to open registration December</p>

	<p>U11\$330, now \$370 U13\$365, now \$425 U15\$380, now \$440 U17\$400, now \$460</p> <p>Rob P 2nd, all in favor carried. Fundraising fee only paid once. Sibling discount see policy update, will be shared before AGM.</p> <p>New sticks to give out for players new to the sport U7-U9. We have 30 sticks in locker.</p>	<p>Rob P Jean</p>

Next Meeting: December 7, 7pm JDF Rec Center Seniors Center

Meeting Adjourned: 8:45pm Niki motion to adjourn.