



JDF Lacrosse Association Executive

Meeting Minutes

4 April, 2024 – 7 pm /JDF Seniors Center 201

Meeting called to order: Moved by Adam 7:01 pm, 2nd by Brittney, all on favor, carried.

Adoption of Agenda: Moved by Adam, 2nd by Niki, all on favor, carried.

Adoption of March Minutes: Moved by Adam, 2nd by Jean, all on favor, carried.

Adoption of Reports of Committee Members: Moved by Adam, 2nd by Jill, all on favor, carried.

Attendance: Adam, Jill, Ryan, Dawn, Jesse, Kyla, Gina, Matt M, Matt T, Rob P, Nikila, Rob C, Cass, Alicica, Ashley, Jessica, Brittney, Jenn, Jean, Curt, Nic

Online: Rochelle, Devin

Non-executive members: Jordan Waters, Wendy Hall, Sherri Dixon, Sabrina Booth

Reports of Committee Members:

President – Adam Ranns

I want to try to shorten the meetings up so please have your items we need to discuss ready to go and add your information to your report. We can look over most of the information before we start the meeting and hopefully have a quick discussion on the topic. Sometimes certain topics will need to be discussed longer and there is no way around that but if we are organized, we should be able to handle most issues quickly.

Thank you everyone for all the hard work during assessments, it was a ton of time spent at the arena and greatly appreciated. We will have to have an assessment committee meeting in the next few weeks to go over what areas worked and what we can improve on.

Please remember in your report to let Rochelle know what fees or items you have in your area so that she can finish the gaming grant proposal.

Award update. My contact who can do the awards for us is having issues with his dad and is having to take of him. I am going to try to get in this week for a sample, if he is able to. I can hopefully bring a sample to the meeting.

Matt, Dawn, and I will be attending the field directorate special meeting in a couple weeks, we will update everyone on the changes that happen after that meeting.

We have had a lot of discussion on custom jerseys, and to keep the discussion from spiraling in our meeting I would like to propose the below guidelines for custom jerseys and JDF apparel.

- All approvals for shirts, jerseys, shorts, etc. that have a JDF owned logo should be sent to the jersey managers and approved through them. Currently all custom jerseys either have been approved or are going through this approval process.
- We only use our approved colours.
- Our policy states that we can do white, black, or green jerseys and we should not stray from what has been approved. If we want to discuss a possible 4th jersey, then we need to set up a committee to discuss what that would look like.
- We should have our main logo on the front of our jersey with no exceptions. We can however customize the shoulder logos using some of the retro logos we own. This could allow for a little customization but still have the jerseys look the same.
- We use approved providers for our jerseys, no exceptions. This will ensure that we are not having teams create unapproved jerseys and they will stay looking the same. I am worried that if we go to other companies, we will have jerseys with different stripes, colours, designs etc. and we will not look like a united association. We should be using Kirby's for box jerseys and extreme threads for field, please correct me if I'm wrong in this. If we wish to discuss other providers, we can set up a committee to go over this.
- If teams want to use a retro logo on warm up shirts, non-game shorts etc. then they should be approved through the executive. This could be where we use our retro logos and have custom items, but again approved colours only. If teams want to create their own T-shirts, warm up shirts, shorts that do not use JDF logos then they are more than welcome to and do not be approved. Anything with a JDF logo needs to be approved.

I need to have a closed camera session concerning U17 conduct.

Vice- President Box 1- Niki Williams

Nothing major to report. U11 draft completed. I'd like to discuss changing the approach to building U11 teams. I will discuss with assessment committee.

I've been attending all the parent meetings in my division to go over the important topics we wanted to discuss as an executive. I look after 9 teams. It's been busy but I like being able to introduce myself to parents.

Vice-President Box 2 – Nic Collison

Nothing major to report. Teams are under way with practices and patiently waiting the game schedule.

Vice-President Box 3- Jennifer Lambert

Another busy season is underway, U7/9 teams have been formed and thank you to Jill for sending out the team welcome emails this weekend. We have the 2 manager and coaches' meetings this week, I will be attending the Thursday for the U7-11.

We are still dealing with some movement in U7/9 this week and hope that we have them set by end of week.

I would like to echo Kyla's concerns with our outdoor box's and being limited to access to floor space, and that as we continue to grow, we will not have enough floor space for our teams.

It has also been flagged that there is already a wasp nest at the JDF box in the penalty box area, these outdoor box' need repairs and are very much due for some much-needed maintenance.

Vice-President Field 1 – Matt Towle- Nothing to report

Vice President Field 2- Devin Johns- Nothing to report

Vice-President Female – Dawn Ranns

There will be a U7-U13 female field summer camp help on July 8-July 12 from 9 am - 2 pm at the Velodrome. Please spread the word so we can make this camp successful. There is nothing else new to report for female lacrosse at this time.

Secretary – Jessica Lejeune- nothing to report

Treasurer – Jesse Lawson

I am working with the previous Treasurer to close out Fiscal Year 2023 finances and prep the financials for the Gaming Grant application. This will require extensive time as well as some work from a CPA to ensure we have the documentation required for the Gaming application.

We have been having issues with our team bank accounts and hope to have it resolved this week. The account numbers are accurate however the team names were not set up to align with the team accounts.

I am hoping to have the proposed budgets drafted for the Executive Committee's approval by the second week of April.

Our General account balances are as follows:

Box General - \$67,096.87

Field General - Not Available on line

Box Gaming - 100.00

Field Gaming - \$10.78

Booster - \$11,574.28

PayPal - \$35,565.49

Registrar – Jean Gallagher

All registrations that came in while I was gone were updated within a few days at most, so all registered players have been placed on teams. I'm now catching up on paperwork that I wasn't able to process -- Mostly chasing the last few families for payment and/or documents so I can complete registration on my end of things.

Thanks to Jill and whomever else took care of the RAMP teams and welcome emails while I was away.

While I was in NZ, I tried to attend a zoom call with BCLA, RAMP and the 3 other associations invited to the pilot on using the RAMP registration system to replace the existing registration system. Unfortunately, I was not able to attend the entire call due to technical issues, but I

asked for the recording and plan to watch it this weekend when I feel like I'm better caught up on work, life and lax.

I will get the shorts order downloaded from the system to Ashley by the weekend for her to sort out. There have been a few orders outside of registration, so just wanting to make sure they have all been captured, and also wanting to make sure they have all been paid for, as some families order but don't send money!

Will also be finalizing female registration and will work with Jesse to transfer any funds to VELA.

Late registration fees are now in effect (as of April 1). Lower divisions registration will remain open for another couple of weeks.

A positive note to add... total registration is up this year by a few compared to last box season, and there were way less withdrawals this year compared to last.

Head Coach Box – Curt Morwick

Younger division teams formed and emails have gone out. Coaches have their rosters and are currently being directed to Rob for balls and equipment.

I agree with Kyla about the box and trying to start a process of upgrading JDF. I would think With our numbers and being a big part of sport within the community along with the money spent, playing with half burnt out lights, nets that are falling apart, etc seems a bit crazy.

Crosby tournament should be discussed within the Crosby committee (I believe we formed one?)

Working on getting in touch with Dave Showers in regards to coaching clinics and trying to make sure our coaches have what they need. Also, should discuss what we can do in case our coaches need to be certified, but there isn't a course planned on the island. I've sent multiple emails to Dave and now that Easter has come and gone I'm hoping to receive one back.

Nets at Belmont- the bigger size nets are missing. The u13 had to practise with the Tyke nets last night. Does anyone know what happened or have a contact to get in touch with? If these nets have been stolen or misplaced, we have to discuss what to do in regards to getting nets out to Belmont ASAP.

Goalies- Lots of teams have only one goalie. It was brought to me by a coach the idea of purchasing plywood and making a cut out of a goalie. Hung from the crossbar similar to what we do with the field nets. I know it's not a goalie but it's better then shooting on an empty net. Would like to discuss purchasing sheets of plywood for each box.

Head Coach Field – Adam Ranms- see President's report

Head Referee – Rob Cook- will discuss in new business where needed.

Referee Allocator box- Cass Jutting

These last couple weeks have been very busy with training, preparing information to input into RAMP and many, many discussions with the association regarding the difficulties we are experiencing with loss of background info previously input for Officials including levels and zones that make the allocation function straightforward in RAMP. Not all the officials we could

see two weeks ago were there for JDF when I opened up the application To assign games causing some delay.

However, I expect it is nothing out of the realm of ordinary in a process of on-boarding new software. We are adapting, but the timeline is very short which means we are doing our best to have the refs ready for games this weekend (all assigned, some still to be confirmed) and in the interim hopefully we will remove some of the issues in order to have the assigning process go more smoothly for next weekend.

There have been date/time conflicts for refs to do on floor training now that games are rolling, and requests for L2s to get involved with mentoring these sessions --while at the same time making sure we have the right refs in the right games. It is all coming together with the cooperation of our experienced refs and I appreciate this immensely.

11 shirts have been ordered for new refs at a cost of \$49 each. Plus any tax and shipping costs. As mentioned in the last meeting, these costs for first years are to be borne by local associations now, so it was not budgeted by JDF to my knowledge.

Please let me know if there are any other questions.

Referee Allocator field- Vacant

Equipment Manager – Rob Ponte- nothing to report

Risk Management – Matt Towle- Nothing to report

Gaming – Rochelle McRae

Gaming, waiting for some ppl budget in there area to come in,
If we are done with registration if I can get numbers so I can apply for license for the draw at end of season

Jersey Manager box- Gina Lawson

The U13 to U17 Coach and manager meeting was held and team jerseys distributed. I have let the teams know that I will hold all of the cheques and return at year end upon confirmation of all jerseys received and in good condition.

The journey continues with the new jersey purchase and here's what I have:

- Connor at Xtreme threads indicated that he cannot guarantee a matching green.
- Kirby's sports can order Laga jerseys and have provided me with color swatches for the green.

I just need to confirm the correct logo and shoulder decals before ordering. Thanks Jill for all of your help.

Jersey Manager Field- Matt McRae- Nothing to report

Webmaster – Stephen Laws- Nothing to report

Whaler Wear Coordinator- Ashley Petch

Preorders are starting to come in. Some decent profit has been made!! More items are on order to sell at picture day.

Female shorts have arrived and will be distributed when shorts are distributed. Once I get lists I will separate each team with their orders.

Head Manager box – Jill Denis

I have been busy with adding teams and players to ramp and emailing coaches their rosters. Happy to report our 333 registered players (to-date) have all been assigned to a team! I am connecting with managers and treasurers as they come forward to volunteer for their team. Making sure they have all the information they need to get the season started is ongoing. I have provided U13-U17 commissioners with coach and manager contact information, and will send the lower division contact info as team staff are finalized. Commissioners will be sending teams a package with expectations for the season.

U13-U17 coaches/managers meeting last night went well. The U7-U11 meeting is on Thursday April 11th from 7-9 pm same location, Lower Clubhouse.

Head Manager field- Alicia Hayes

By the end of this week, I should have the very last teams end of season report collected and will be able to update the spreadsheets for the field season.

I am still shadowing Jill and Trying to help her where I can. Other than that nothing to report.

Floor Allocator – Kyla Pedlow

The practice schedule has been built, and all team practices from U7 – U13 have been entered into RAMP. I'm still working on U15 and U17, as their practice days and times will change at the beginning of May once we get our weekday indoor time.

I've been working closely with Jenn on the game schedule to ensure that we're maximizing our floor usage. We may need to book more time earlier in the season for the U11 group, and then I'll cancel unused times later in the season.

WSPR reached out to confirm when we will need use of the new scoreboard at the JDF Box. It seems they have had issues with welding. They still need to pour the concrete and mount the board, plus have the electrical done.

Half of the Lights in the JDF Box are burnt out. I was told a month ago that they would be changed out when they received them. I've followed up to get an eta on the lights and replacing them.

Sooke Box - I spent Sunday afternoon at the Sooke box, and it is by far the nicest outdoor box in all of Victoria. It has a scoreboard, plastic hockey boards, smooth floor, bathrooms, water fountain, etc. It's a nicer box than ours and it's not even utilized for what it is for. Two things...first, I think we need to have some discussion about possibly using this box for practices and/or games. At the very least I think we should consider moving weekend games to that box next season. The money that we are spending on the rental of the JDF Box obviously doesn't go towards the box. WSPR has no intention of making any major improvements to the current JDF box, so it might be best to spend our money on a nicer facility.

Second, I think we need to form a committee that is willing to research and push WSPR to improve our current outdoor box. We need a new facility like the one in Sooke, that is also covered. WSPR is not going to start this for us. If we want it, we are going to need to initiate it.

We have a ton of JDF families that are involved in the construction industry. I've spoken to a few and they are willing to donate time, materials, etc to make a new box a reality. We just need to start somewhere.

Field Allocator- Nikila Cyr

Contract has been signed for the Female Lacrosse camp in July. Nothing else to report.

I would also like to echo Kyla's comments about the JDF Box. I have heard rumblings that something is being planned for Royal Bay but it has not been announced yet. There is a multi-sport court mentioned in their last meeting minutes ([Parks, Trails, and Recreation Committee - 03 Oct 2023 - Minutes - Pdf \(civicweb.net\)](#)) It also looks like the counsel is meeting today at 2:30pm for Parks, Trails & Recreation. [City of Colwood - Meeting Information \(civicweb.net\)](#)

May I suggest those available from executive attend this Colwood event? [Ideas Fair 2024 - a Colwood town hall event | The City of Colwood](#)

Tournament Coordinator - Brittney Corkery

Tournament applicants have been coming in....U11 has 17 teams so far 2 of which are A2 which I'm not sure why that was an option?? Last year we had 12 teams, we could potentially take 14 this year if we move to a 3 game round robin and then the top 2 from each pool go to medals? Have chatted with Nic (who will talk with the Bateman family) about some potential changes (will address these down below), he'll update me on their opinions. We also need to look at which teams to invite....

U13 has had 20 teams apply, 1-A1, 7-A2, 12-B....only one A2 from the island applied (ours) and in past years most of the mainland teams decline the invite....thoughts on just running a straight B division? I would love to lock these teams in ASAP so we know where we stand. I'd also like to discuss having other teams set up fundraising at home tournaments. I'm open to the idea as long as it's done fairly. We could have a couple different tables set up as long as they are different fundraisers. I would like to strongly suggest that seeing as we might only have one *possibly* 2 divisions run in our Rumble tournament that we offer first fundraising option to the team(s) that don't get to participate in their own host tournament?

I've talked with Scott Gurney in arranging food trucks and we have a Filipino truck willing to come to the Bateman and will not require any minimum sales to be met as long as he's the only truck. He offers drinks, chips, meat skewers and different hot dogs. WSPR will charge us \$50 for a vendor.

I've been in touch with a rep from 4 Points hotel about being our host hotel for Rumble. They would offer room rates at \$259/night plus 15% tax, hot breakfast, pool/hot tub/sauna. In return for sending teams to them we would get an auction donation valued at \$300 plus 7% back from all rooms booked. We can have in our tournament welcome package that all teams that book a minimum of 15 rooms for 2 nights with our host hotel could get \$50-\$75 back from their registration fees? We would make approximately \$550 per team AFTER we gave them a \$75 incentive back....

I am looking for approval to move Travis Batemans big framed picture onto a stand up banner/canvas. Nic will be talking with the family to make sure they are okay with this, but I would like to get the association approval so I can go ahead if I get the families thumbs up. I

have received 2 quotes from Talon Signs. For a stand up banner that rolls into its own carrying case, similar to the ones teams have had for sponsorships it would be approximately \$375 +tax. I was thinking his photo can be in the top half to 3/4 and have a description of him and why we hold the tournament underneath. The other quote was for a tension rod banner which is more long then tall and might make it difficult to position and is also approximately \$1000+taxes. I would like to go with the first quote and this will also eliminate the worry of the picture going moldy again or breaking.

I have had some couple different ideas on how we could run the banner ceremony for the Bateman (reaching out to shamrocks to present our award winning player during their season opener intermission OR at our gold medal game for the tournament and just ask that all JDF U11 teams do their best to attend and show support?) In place of the team building banners we normally have, we could ask teams to submit a video of their team showing and explaining why they love lacrosse. The Bateman family could still choose a winner who could get a pizza voucher and Jess could post all the video submissions all over social media.....again this all depends on thoughts from the Bateman family.

Marketing Manager- Jessica Lejeune- nothing to report

Past President- Ryan Hyland- nothing to report

Agenda

Review of Old Business: None

New Business

Topic	Action Item	Responsible
Niki/Nikila- Crosby team tryouts	We need to come up with a try out process and plan rather quickly. We need to make sure that this team is being formed with the best players and anyone interested is getting a fair chance. Committee will form and discuss asap, by next week will have plans in place for this year's Crosby Team.	Crosby Committee
Niki- Bank accounts	Need a different way of doing things. Current way does not work for our needs. Sherri- Scotiabank sports account can give % back. Easy to set up.	Niki/ Jesse to see options
Niki- U11 draft	Process for drafting players. Can change how players are placed on balanced teams in future. Assessment scores, simplify process- coaches could assess kids. Don't need separate assessors? Consider how things were done in the past that didn't work. To be tabled with assessment committee.	Assessment committee

Niki- U13 B	Kyla Holler head coach- no helpers for coaching. Curt to help find resources. Matt T can help next couple weeks. Executive can help fill in that having coaching cert.	Curt, Matt T
Jesse- Finances	<ol style="list-style-type: none"> 1. Discussion and Decision about a CPA to close out old year and sign off the finances for our Gaming Grant application. Jesse makes motion to spend up to \$3000 to pay for CPA for bookkeeping and year end costs, Jill 2nd, all in favor, carried 2. Discussion and Decision about JDF covering our team's tournament fees at JDF run tournaments. 5 JDF teams in the tournament. Have to break even at least, cover floor time costs, refs, prizes, medals, others costs for tournament. Some years we give teams back their registration costs, some years we don't. Not assumed teams will get funds back. Will assess further in the year and consider giving teams some teams a (partial) refund if we are able to. 	<p>Jesse</p> <p>Jesse/Brittney</p>
Curt- nets	<ol style="list-style-type: none"> 1. Belmont larger nets missing SD62 will replace them. Adam and Curt have spare nets to lend but need to be strung while waiting for replacements. Need to be chained and locked up. 2. Shooter tutors? Plywood that hangs on the cross bar. Curt motions to spend up to \$300 to buy plywood and supplies to make shooter tutors. Possible materials/making from student programs? 2nd by Jenn, all in favor, carried. 	Curt/Adam
Nikila- City of Colwood event	Executive to attend it if possible. Colwood Ideas fair. There are tentative plans for sports courts and arena in Royal Bay. Need to ask for support for outdoor box. April 27 th 2-5pm. Any and all to show up to voice needs politely. Request meeting with councillors as well.	Jessica to post info to membership to attend. All to attend that can.

Kyla/Adam- JDF Box conditions	Need to form a committee to approach WSPR with concerns. Sooke has amazing facility that is not used at all for lacrosse. Peninsula also received grant. Sub Committee needed to apply for grants and dealing with JDF current state: Kyla, Adam, Jesse, Brittney, Jordan, Nikila, Niki, anyone else interested	Kyla, Adam, Jesse, Brittney, Jordan, Nikila, Niki, anyone else interested.
Adam- Girls Changing room needs -Jerseys	<p>Policy for this. Minimum clothing guideline (shirts and shorts at all times) when girls enter dressing rooms. WSPR should include female changing areas to be inclusive. Offer locker rooms next to indoor turf, separate change room or bathroom use (not ideal). Adam to draft email to teams.</p> <p>Policy proposed: Custom jerseys issues arise. Want everything to match. One united organization, All customs have to be approved by jersey manager. Find and set approved green. White, black and green only on jerseys, no extra designs or variations. Use approved providers only Xtreme Threads and Kirby's. Warm up shirts, hoodies, other swag can be team choice. Our logo use has to be approved by Whaler wear manger. Adam motions to pass this Jersey Policy 2nd by Jill, majority approved. Future discussions can be had where needed.</p> <p>Ryan- sponsorship needed to replace existing jerseys. Suggests Sponsorship executive position be created and appointed in.</p>	Adam Adam, Gina, Ashley
Brittney- Tournaments	<ol style="list-style-type: none"> 1. A2 U13 What happens if teams are re-tiered right before the tournament? Ask them if they want to play as A2 for tournament only. 5 teams A2 and 5 teams B for tournament. 2. Banner Ceremony- run it however Bateman family sees fit. <p>Will spend up to \$450 from tournament fees to order new Travis Bateman Memorial Banner.</p>	Brittney
Jesse- ref jerseys	First jersey paid for new refs, how do we bill the invoice. BCLA will not order them now, JDF paid for them in the past. Now JDF to order and pay for them. Jesse to arrange payment.	Cass, Jesse, Rob

In-Camera U17 Conduct		
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Next Meeting: May 2, 2024 Seniors Center 201

Meeting Adjourned to In Camera Session. Moved by Adam 8:30pm