



JDF Lacrosse Association Executive

Meeting Minutes

4 July, 2024 – 7 pm /Online MS TEAMS

Meeting called to order: Moved by Adam 7:03pm, 2nd by Jean, all in favor, carried

Adoption of Agenda: Moved by Alicia, 2nd by Niki, all in favor, carried

Adoption of June Minutes: Moved by Dawn, 2nd by Nikila, all in favor, carried

Adoption of Reports of Committee Members: Moved by Jill, 2nd by Niki, all in favor, carried

Attendance: Adam, Dawn, Alicia, Brittney, Cass, Gina, Jean, Jenn, Jesse, Jessica, Jill, Matt M, Niki, Nikila, Rob P, Rob C, Ryan, Rochelle,

Non-executive members: Sean Chewka, Wendy Hall

Reports of Committee Members:

President – Adam Ranns

First thank you to all the hard work everyone has put in to the box season. The tournaments turned out great and everyone has put in a ton or work to make sure this season was possible.

- I attended the second Colwood council meeting to discuss the possibility of a covered box and council approved that they would help promote this through West Shore Parks and Rec and the other municipalities.
- I spoke to the Colwood city planner and they have some really good plans in place that will help with items we may need in the future. There may not be money available for a covered box at the moment but it looks like with some planning there will be avenues to get this over the next few years.
- There have still been a lot of parent, coach and player issues that are taking up a lot of executive time that turns the focus away from improving JDF lacrosse.
- We are going to discuss field assessment dates tonight and hopefully have some dates that we can get to everyone tomorrow.

Vice- President Box 1- Niki Williams

Not much to report, however I want to thank everyone who helped and volunteered their time to give our kids an opportunity to play lacrosse. Coaches, managers, treasurers, scorekeepers, execs etc. Everyone who has given a hand this season I give thanks. It really does take a village!

Lots of happy sweaty faces in our boxes all season long, that's what it's all about.

We have several teams competing in Provincials and I wish them all luck at their events.

Vice-President Box 2 – Nic Collison

Nothing major to report.

U15A headed to provincials. Good luck to them.
Good luck to all the other teams in different divisions going to Provincials as well.

I have had a few families reach out for summer camp as well. I'm working with the shamrocks to get a date set. Camp rocks will be going on end of August. So trying to work around that as well and everyone else's schedules as well.
Will keep everyone updated.

Vice-President Box 3- Jennifer Lambert

A huge shout out to all for another successful box season for our younger divisions.

We saw some player movement at the end of season with players needing to be pulled up to u9 and u11.

Ending the season with the Debbie's Cooper heat wave was a huge success and fun way to wrap the season up. It was great to see the box filled with so many families and a sea of green jerseys.

Lots of positive feedback, well done Brittany!

And good luck to all of our teams attending provincials.

Vice-President Field 1 – Matt Towle

We held our first field lacrosse assessment committee meeting last night. The main focus points were:

- **Registration:** Streamlining the process for participants.
- **Payment Options:** Exploring various payment methods for convenience.
- **Team Sizes:** Determining optimal team sizes for assessments.
- **Securing Field Times:** Booking fields for the assessment sessions.

Our next meeting will address the following:

- **Securing Assessors:** Finding qualified individuals to evaluate players.
- **Standard Practice/Assessment Plans:** Developing comprehensive plans for assessments.
- **Coach Interview Dates:** Scheduling interviews with potential coaches.
- **Volunteer Positions:** Filling all volunteer roles needed for a smooth assessment process.

Additionally, I will be attending the VIFLL AGM on July 8 in Ladysmith.

Vice President Field 2- Devin Johns

We have had our first meeting which was very productive and I am looking forward to field season!

Vice-President Female – Dawn Ranns- nothing to report.

Secretary – Jessica Lejeune- nothing to report.

Treasurer – Jesse Lawson- nothing to report.

Registrar – Jean Gallagher

BCLA has officially moved to RAMP for registration for Field Lax. Previously someone external would set up all our divisions and details (like shorts or t-shirts) but now each association is responsible to create their own so I am slowly working my way through everything. RAMP support is helpful but not super quick to reply so things are moving, albeit slowly.

Waiting on decisions on certain items before I can post registration – I have added these items to the agenda for Thursday.

Also waiting for a decision on a merchant account from Jesse and Adam. We can discuss at the meeting if other folks would like to weigh in.

Other associations have their field registration up and running so I am hoping once I have these answers, I can get the link published and on the website in the next few days. An email will go out to all members once registration is open.

There are still a few outstanding refunds from box season that I am following up on.

I am working with Dawn on the girls summer camp registration and chasing down payments. We have 17 registered so far. Trying to get a hold of someone at Out of the Blue to coordinate shirts. Neither Dawn nor I have had any luck getting any answers so I recommend we go elsewhere.

It looks like the RAMP registration system can be set up to create camps (and tournaments). We would be able to track camp registration, waivers, payments etc. Will be exploring these options as I get more familiar with the new system. There

may be an extra fee associated, but it might be worth paying to keep the information in one place, and to save manpower in chasing down people for payment.

Head Coach Box – Curt Morwick

Thank you to everyone who put in so much work through out the duration of the box season. Really is unbelievable.

Just a couple things from me

-Working on getting the coaches feedback forms sent out to the teams. We are just reviewing the sheets now. Those should be sent out asap.

-looking to discuss options/ideas with coaches for possible box camps over the winter.

Head Coach Field – Adam Ranns- see President's Report

Head Referee – Rob Cook

Overall I was very pleased with the performance of our officials. The number of complaints were minimal. Most of them came from the Nanaimo coaches at the Bateman tournament.

On that subject, what a great learning weekend for our young refs. Having the majority, 90%, of the games with 3 refs on the floor was fantastic. There were very few complaints from parents or coaches and I think this was attributed to have the extra eyes watching the game.

Thank you to the executive for approving the funds for this. Our refs gained so much experience from this one tournament as we were able to get them on the floor for many games.

Going forward, I would like to see, JDF, using 3 officials for both the U11 and U13 age groups.

Because this was a good year for the officials, I'm confident that the majority of refs will return next season and the we get a good number of new refs.

Referee Allocator box- Cass Jutting

In general, the season went fairly well from my perspective. Any feedback is appreciated.

A few things to note in the latter part of the season:

-the importance of timely ref payments and communication around cash vs e-transfer payments. Some of the missed communication is likely due to the assumption I just magically know things. Maybe e-transfer responsibility can shift to head manager and allocator? Separate account like teams have?

-the communication around tiering and playdowns games and allocating officials was—absent. I believe VIMLC didn't communicate with official allocators around the changes that would occur because of tiering, in particular. This resulted in a 17C game being

missed exacerbated by the 17C group not existing in RAMP. Still a few lessons to learn in using RAMP but after this season I am hoping the noted issues are worked out.

-I believe some sort of officials meeting for the association would be helpful at beginning of the season. My biggest concern is that the officials aren't using RAMP for their availability, and I want them to understand that my side of RAMP relies on them doing their part. The result is I just can't be bothered to even try to schedule them because they always decline assignments. For things like payments, they should know what to expect for types of games (association, playdowns, etc). Some didn't have a bank account, for example. Again, communication of expectations (maybe Rob's and mine?) to reinforce whatever they are taught in clinic which isn't likely much related to "admin".

Thanks for letting me be a part of the box experience this season!

Referee Allocator field- Vacant

Equipment Manager – Rob Ponte

Starting to collect goalie equipment and goalie gear.

Just a shout out to all the people who put time into the season, it was a great season the kids had fun.

Risk Management – Matt Towle

1. Criminal Record Checks: Nothing to report.
2. Concussion Awareness Training: Nothing to report.
3. Injuries: No injuries reported.

Gaming – Rochelle McRae- nothing to report.

Jersey Manager box- Gina Lawson

The jersey return for the box season has begun. I've received jersey bins from 7 teams thus far and slowly working through the return process to the storage bin, which will take some time. With provincials happening for some teams this weekend and next, I will continue to work through receiving teams jerseys.

A few items for thought/consideration/further discussion later

- consideration for the U13-17 teams to purchase their own jerseys
- option to include deposits with registration

Overall, just wanted to also extend a big thanks to the Board and Executive for their time and commitment to JDF lacrosse association.

Jersey Manager Field- Matt McRae

Nothing to report for me right now. Mentally preparing for the coming months before field season starts.

I'll definitely need a little guidance as I'm new at this so I'll take any help and wisdom you all collectively have!

Webmaster – Stephen Laws- nothing to report

Whaler Wear Coordinator- Ashley Petch

Stock is almost cleared out and new inventory ordered or almost ready to order for field season.

Head Manager box – Jill Denis

As the season is wrapping up I am connecting with managers to get their end of season packages.

Coaches were all emailed requests to provide nominations for player awards and as they slowly come in, I am gathering the information into a spreadsheet for those who will be organizing the awards ceremony.

Working on updating the managers handbook and JDFLA data management in Teams, continuing to work with Alicia for the handoff and prepare her for field.

Nothing more to report at this time.

Head Manager field- Alicia Hayes

I don't have very much to say for right now the raffle is completed and was successful. I have sent the numbers to Rochelle for her gaming report.

Working with Jill in preparation to start field season. I expect my next report will have more information.

Floor Allocator – Kyla Pedlow

Playdowns were a challenge this year. Overall there was a general breakdown in communication from the Island as to how they wanted Playdown games booked. Some teams were responsible for booking their own games, some teams had their Commissioner/Island doing it. It would be helpful in future years for this to be communicated and organized as soon as teams declare in May so that I know what floortime needs to be booked. This year we had some teams finding out the day before their playdowns began, when they would be playing. It's just not necessary to be so last minute when we know which teams have declared weeks before that.

WSPR has asked that we not go onto the floor until our allocated times, even if the floor isn't being used. For Example, we have a game scheduled for a 6:30pm start, the floor is booked starting at 6:00pm, however teams start warm up at 5-5:30pm. This means that maintenance has to stop doing any work they had planned to do up until the booked time of 6:00pm. I'm not sure how we stop teams from doing this? If anyone has any ideas?

I'll be working with Nikyla in the coming weeks to transition all Field Allocating duties over to her.

Field Allocator- Nikila Cyr

- **Female Tournament:** Unfortunately, City Centre Park could not accommodate our request to host this at their facility. Maybe we can chat other ideas?
- **Field Contracts:** Met with the Field Committee last night, and I am working with WSPR to secure our assessment field time as well as our field season contract. I should receive their offers for field time by mid-July.
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Tournament Coordinator – Brittney Corkery

Tournament season is officially wrapped up and I think we did fairly well! First off a HUGE thanks to everyone on the executive and within our lacrosse association family who helped with the tournament, whether it was volunteering their time during the weekend or helping out ahead of time to get things organized so we were ready for tournament weekend.

Between the Bateman and the Rumble we should see a profit of just over \$6,000. I am still waiting to hear what the amount will be given to us from the Four Points Hotel for using them as a host hotel. Based on the numbers I was given I'm expecting around \$800.

I received some great feedback for both the Bateman and the rumble tournament and now having done this for about the second year in a row I know what works and what doesn't.

The u7/u9 wrap up tournament I felt went really well. We were able to pull off that tournament including box time, medals and ref fees for under \$1,000.

I'm looking forward to next tournament season and really moving forward with the successful points of the tournament and hopefully figuring out alternatives to the parts that maybe didn't run so smoothly.

From looking at my budget spreadsheet for the last two years of tournaments it looks like each tournament cost roughly just under \$11,000 to put on so that gives us a good idea on a spending budget going forward knowing what we need to keep within and really pushing those 50/50 and silent auction sales as that's what boost our profit.

I have some ideas and suggestions like potentially changing the date of the rumble for next year's tournament season but I'll throw those into the agenda probably in January/February when we get closer to applying for tournaments.

Marketing Manager- Jessica Lejeune

Big Thank you to Brittney for 3 great tournaments this year. We were able to get City of Langford and Council Member Keith Yacucha to attend ceremonial faceoffs for our U7/U9 Debbie Cooper Memorial Jamboree and thank the City of Langford for their funding this year. I have submitted photo and write up to Goldstream Gazette as well as social media coverage.

City of Langford was a huge association sponsor this year, helping fund officials/referee training, coaches training, association jersey replacements, floor time for this tournament, female field lacrosse initiatives and more! Thank you from the bottom of our hearts!

Past President- Ryan Hyland- nothing to report.

Agenda

Review of Old Business: None

New Business

Topic	Action Item	Responsible
Jean 1) Field Registration - fees - fundraising - merchant account - etransfers - split payments - waitlists 2) Summer camps	Fees- Consider practice times, U7/U9 had minimal practice times and shortened season with no games Female price TBD Official costs incorporated into fees? Committee met previously to discuss field season details. They will send information when finalized. JDF box funds will be used up by end of season. *Motion to add fundraising fee to registration by Adam, 2 nd by Dawn, all in favor carried. Sept 3-6 U13-18, 3 x 1 hour assessments Sept 7-8 U13 and younger Sept 9-13 coaches cuts Maybe 1 or 2 practices before league games start.	Field Committee

	<p>Back to field Sept 24th younger divisions</p> <p>Merchant Account needs to be opened for registration.</p> <p>Split payments- new registration system, shorts option included in registration, can ask them if committed to other sports so know if field is priority and build teams with that info. Payment plans can use credit card to split fees into 3 payments. Choice at registration.</p> <p>U13 and older needs to be played at Royal Bay, Velodrome not big enough for VIFLL rules.</p> <p>Players who also play hockey should share their intentions and plans so teams have enough players at all games. 1 larger team better than 2 small teams and not enough players week after week as previously. This needs to be communicated with families at registration whatever the plan is for multi-sport children. This repeats year after year. Take care of the players who show up to practices and are committed. Next assessment committee meeting in July to finalize details. Registration to open asap.</p> <p>Summer camps- See Nic's report. He is looking at dates around camp rocks. Shirts for girls camp- 17 registered Shirts for co-ed camp?</p>	<p>Jesse to do</p> <p>Jean</p> <p>Nikila</p> <p>Nic</p>
<p>Rob Ponte -lacrosse equipment that is at the locker discussion on what to do with it</p>	<p>2/3 bags of player equipment/sticks not being used. It is for try lacrosse for free events. Will keep it, we do need it. Helmets and gloves mandatory for try for free. Use JDF storage, not your own houses. Be careful at JDF storage room tunnel, could get moldy. Use tight plastic storage containers. Waiting for WSPR to remove their sports/daycare items from our storage</p>	<p>Everyone help out as needed</p>

	<p>locker before adding any more of our items to it.</p> <p>U17A goalie gear has broken and needs replacing. \$12,000 requested for gaming funds. Will wait to see what comes in.</p>	Rob P
<p>Rochelle -Gaming have the winners of the raffle books and online 50/50 been e-transferred their money?</p>	Jesse will process payments tonight.	Jesse
<p>Niki 1)U17 graduating player gifts</p> <p>2) Officials payments- possible change to weekly payments from ref allocator, not cash at every game. Alleviate some bank account stress?</p>	<p>Funds not available now, but we should consider it for future years. Small token, thank you for your time with our association. Plaque or medal or mug, or their player jersey, order special gift only jersey? Andrea Harvey who did year end plaques could be contacted. Funds could be used from gaming grant. Others in favor of this. Tabled for further discussion when gaming comes in end of September.</p> <p>Payments- only association that pays cash. Would e transfer or cheque be better?</p> <p>Rob- you will lose referees if you do e transfer. Cash is what keeps our refs around and very easy to get refs when needed. Jessica agrees. Jesse sees failed e-transfers, have tried to send. Cass agrees this season for the minimal e-transfers we did have were very difficult to manage. After box season, we will be switching banks, tabled for further discussion.</p>	<p>Possible Committee next year</p> <p>Rob C Cass Jesse Jill/Alicia Ryan Adam Others with bank signing authority</p>
<p>Michael Minardi U9 parent Proposing idea of packaged sports</p>	<p>Sean Chewka- How we can get some apparel to JDF. Work with lacrosse Canada. Possible sponsor for graduating player gifts.</p>	Apparel committee

<p>apparel. Branded hat, t-shirt, pinnie, hoodie, etc. having a volume discount and offering it at the registration saves a lot of headaches for team managers and stops the need of over fundraising.</p> <p>I own the rights to a sports apparel company called Bardown Sports Apparel. We don't sell direct so we would work with a local store or current supplier (we are a manufacture and support the local shops) to provide a high quality product at a reasonable price.</p>	<p>Teams buy more than 1 item can create package deals. Buying power if bigger bulk orders. Eg add to registration fees as optional extras.</p> <p>Jill- teams order their own warm up shirts and apparel/swag with their own fundraising.</p> <p>Jerseys- only 2 approved vendors JDF logo use has to be approved by executive. Whaler wear pre-orders shirts, hats, hoodies, what can you provide?</p> <p>Can procure many different swag/booster ideas.</p> <p>Adam- committee will discuss and get back to you.</p>	
<p>Jessica- referee mentor payments not received yet</p>	<p>Jesse will make sure owing officials will be paid out.</p>	<p>Jesse</p>
<p>Jill- JDF Raffle draw</p>	<p>Reduce to 5 tickets at \$10 each. Makes it easier for families to sell. Cost to order will go down as well. Many agree. Rochelle will communicate with gaming to make sure this is allowed.</p>	<p>Jill Rochelle Alicia</p>
<p>In Camera- JDF equipment</p>		

Next Meeting: 1 August 2024 7pm Online MS TEAMS

Meeting Adjourned: Adam moved at 8:06pm