



JDF Lacrosse Association Executive

Meeting Minutes

5 September, 2024 – 7 pm JDF Seniors Center room 201

Meeting called to order: Moved by Adam 7:00, 2nd by Jessica, all in favor, carried

Adoption of Agenda: Moved by Dawn, 2nd by Jean, all in favor, carried

Adoption of July Minutes: Moved by Alicia, 2nd by Brittney, all in favor, carried

Adoption of Reports of Committee Members: Moved by Rochelle, 2nd by Jesse, all in favor, carried

Attendance: Adam, Jean, Dawn, Jill, Sarah, Rochelle, Brittney, Curt, Matt M, Ashley, Alicia, Cass, Rob C, Nikila, Devin, Jesse, Jessica. Online- Jenn, Kyla, Nic, Gina

Non-executive members: Wendy Hall, Sabrina Booth, Marissa McRae

Reports of Committee Members:

President – Adam Ranns

There is not much to report this month. The assessment committee has been very busy getting ready for field lacrosse this season. The coaches have almost all been set and we are looking at a busy week with field assessments starting. it looks like we are going to have the following teams

- 1 U9
- 2U11
- 2U13
- 2U15
- 1U18

Thank you everyone for helping get the field season going.

I know other positions have some exciting news so I will let them fill everyone in.

Vice- President Box 1- Niki Williams nothing to report.

Vice-President Box 2 – Nic Collison nothing to report.

Vice-President Box 3- Jennifer Lambert nothing to report.

Vice-President Field 1 – Matt Towle nothing to report.

Vice President Field 2- Devin Johns

Busy week ahead with assessments now in full swing as of last night. The turnout has been great to see.

Thank you to everyone involved with the assessments it looked to be operating smooth and players were ready to go for their sessions.

There has been some movement offered to u9 players to move up to u11 which looks to create an easier balance of teams and large enough rosters for the teams.

There are a few players still looking to transfer from associations outside of JDF that don't have programs for their age groups at their home associations. The ball looks to be rolling on those releases being approved but we still need to wait for paper work to be completed before players can be official.

We have one play down request from u15 to u13 that we are monitoring for the best fit for the player. Other than that, looking forward to a successful season

Vice-President Female – Dawn Ranns

Last week we had a successful back to the field and try lacrosse for females. Registrations are still coming in and it will be a bit before we have total numbers as releases are completed from Pac Rim and Cowichan associations. Preliminary numbers include

U7 3 registered players

U9 3 registered players

U11 4 registered players (1 Pac Rim)

U13 7 registered players (2 Pac Rim)

U15 10 registered players (4 Pac Rim)

U18 9 registered players (5 Pac Rim)

We are looking to declare teams for:

U13

U15

U18

JDF and Nanaimo have been approved by the BCLA to host the inaugural Van Island Girls Cup Tournament in Nanaimo for U13, U15, and U18 tier 2 Female teams. We will be looking for volunteers to help make this tournament a success. Please let Dawn Ranns know if you are interested in volunteering.

We have coaches for all teams but are still looking for managers and treasurers for these teams.

Practices start this coming week for U11-U18 teams.

We have applied for three tournaments this year for U13, U15, and U18 teams.

Tournaments:

1. Big Al's 7v7
 - a. September 27-28, 2024
 - b. Cuning Field 1299 Pine Street Way Coquitlam BC
 - c. 7v7 small sided games
 - d. Cost: \$650/team
 - e. Max 13 players per team
 - f. Divisions: U9/U11/U13/U15/U18
 - g. Registration opens August 26
 - h. Email: Bigals7v7@gmail.com
 - i. Deadline: September 13, 2024
2. Thunderstrike (Langley)
 - a. October 11-14, 2024
 - b. Divisions U13/U15/U18
 1. Cost \$850/team
 - b. Willoughby Community Park 7782 200th street Langley & Yorkson Middle School 20686 84th Ave Langley
 - c. Contact: Kara Eastgate 2vpresident@langleythunder.ca
3. Van Island Girls Cup
 - a. November 1-3
 - b. Divisions U13/U15/U18
 1. Cost TBD
 - b. Sherry Field East and West 740 Howard Avenue Nanaimo & Q Stadium 741 Third Street Nanaimo

Contact Dawn Ranns dawn.ranns@jdflacrosse.com

Secretary – Jessica Lejeune

I have booked the Royal Bay Theater for November 17th 5-8pm. Field lacrosse award names have been submitted to Andrea Harvey to make for the awards ceremony. Brittney and I will host the awards portion. Waiting for approval to submit box lacrosse names.

Will need an MC for elections- Rob Cook? Volunteer to host the policy and bylaw change approvals?

Order of events- AGM first, volunteers for childcare on the field or hallway if raining. Coloring sheets etc? Then player awards to end?

Need 2 volunteers to sign parent voters in before AGM?

Will need a cheque written out to hand to theater manager day of event.

BCLA AGM will be as a one day event- October 19th- meetings only @New West campus of Douglas College. There will not be an awards banquet/dinner this year. BCLA is looking at planning a "semi-annual event" for a dinner/association awards at a later date, possibly early spring.

We have 7 different voting representatives we can send to this AGM

Female Field- 1 person

Co-Ed field- 2 people

Co-Ed box- 4 people

It has to be 7 different people, one person cannot vote as multiple disciplines.

AGM should be during the day so hotel not required, only ferry expenses.

Treasurer – Jesse Lawson

The has been a fair bit of movement with our accounts the past months, mostly due to field registrations coming in.

We are almost finished the set-up of our RAMP Merchant Accounts in support of association's registration process.

Our Fiscal Year ended on July 31 and we have started the process of closing out the old year. There are a number of activities required to reconcile the old year. This will take a few months and the goal is to have everything closed out well prior to the November AGM.

Our General account balances are as follows.

Box General - \$27,362.16

Field General - \$13.25

Box Gaming - \$100

Field Gaming - \$10.78

Booster - \$7,083.23

PayPal - \$8637.09

Scotia - \$30,000

If there are any questions, please let me know. Thanks.

Registrar – Jean Gallagher

The new registration system comes with numerous challenges. It is taking me HOURS longer to process registrations compared to previous years.

I will not bore you with details but there is a lot more manual intervention due to things like pending merchant account, waitlists, sibling discounts and birth certificate verification. Don't even get me started on verification of catchment boundaries. I am hopeful these will improve over time, however anticipate next season will still need a lot of time to process registration due to the volume box generates, and the slowness of the system.

Syncing registration with the JDF website is requiring a lot of Ramp support, by phone, email and trial and error. I hope to have it (mostly) sorted by the weekend so we can use Ramp to email families following assessments instead of one of us doing it the old fashioned way.

This past week especially I've been fielding a number of emails about missed assessments, withdrawals, practice inquiries, new families looking for information and releases/play downs, and as a result, anticipate the registration numbers will fluctuate slightly in the coming days. I've been reaching out to the appropriate executive members for help where possible...It is much appreciated.

Co-ed numbers are as follows as of 10:25am Sept 4
U7-12

U9-22 (capped at 25 since we only declared one team)
U11-35

U13-40

U15-41

U18-22

+ 5 extra players being released to JDF from other associations.

Dawn provided the female numbers. Please refer to her report for those.

Total: 213(+5) registrations (not including withdrawals). For reference, last year the system shows 212 total but may include withdrawals and does not include those players transferred in from Pac Rim for female.

A big thank you to Adam, Jill and Alicia and the rest of the assessment committee for preparing all the behind the scenes items for assessments like the paperwork and pinnies, and ensuring everything is running like clockwork on and off the field. Thank you also to assessors for their time.

Head Coach Box – Curt Morwick- Nothing to report

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

Head Referee – Rob Cook nothing to report.

Referee Allocator box- Cass Jutting nothing to report

Referee Allocator field- Sarah Nishimura nothing to report

Equipment Manager – Rob Ponte

All of box season equipment has been returned. Working on getting ready for field. Wont be able to male the in person meeting this week. Will try and log on to teams. Thanks.

Risk Management – Matt Towle Nothing to report.

Gaming – Rochelle McRae- Nothing to report

Jersey Manager box- Gina Lawson

The year end collection of jerseys is almost complete. There were 40 jerseys returned dirty/damp, possibly straight out of an equipment bag.

Notables for next year:

- sizing of jerseys: bring some sizes for players to try on at back to the box sessions, especially for the smaller players
- Goalies: coordinate goalie equipment pick up with jerseys.
- Managers need to provide all deposits before jerseys are handed over.
- Year-end returns: coordinate with the return of manager packages for a 'one-stop'. Review jerseys at the time of drop off, if time permits.

Jersey Manager Field- Matt McRae

Nothing to report for me yet.

Just getting all my mental ducks in a row for when it's time to hand out jerseys to teams.

Webmaster – Stephen Laws- Nothing to report.

Whaler Wear Coordinator- Ashley Petch

Shorts are on order as well as some in stock. Another bag preorder has been submitted and a sweatpants preorder is ending on Monday. Inventory has been counted and given to Jesse.

Head Manager box – Jill Denis nothing to report

Head Manager field- Alicia Hayes

Not much to report right now.

I worked with Jill in this last week to learn more around how to get the assessment sheet set up and getting the pinnies organized per player.

Pinnies were hard to find this season, in the end, we have made it work. We also had some more pinnies show up, so hopefully for box we will be good to go!

Jill and I were chatting and wondering if it's a good idea to put forward having a position of "Assessment Coordinator" where that person could be in charge of getting all of the stuff for assessments started and having the pinnies in their possession.

Assessments started last night as everybody knows and so far so good things seem to have been pretty smooth last night.

Floor Allocator – Kyla Pedlow

Currently booking our floor time at Eagle Ridge for box assessments for the 2025 season. Eagle Ridge is looking to have this completed much earlier this year, which is great for us as we can be organized even earlier this year. We should have a contract in place by next week at the latest. The assessment committee will meet to confirm the assessment schedule, but as of now it will likely follow a very similar format to last season as it seemed to work well.

Field Allocator- Nikila Cyr

- Assessments have started up and it looked like a great turn out last night!
- There is going to be a bit of a traffic situation this coming weekend **September 6-8th** at the Velodrome. The BMX Club were asked to host the BMX National Championship last minute due to issues with the Nanaimo track.. With that being said, they have booked the Velodrome parking lot and we will only be able to access it via FOOT. Could we send out a note to give parents a heads up and make sure they are giving themselves extra time?
- Practices for most teams will start the week of September 17th. Here is a link to the schedule which is subject to change: [📄 JDF Field Schedule 2024-25.xlsx](#) I will update accordingly.
- I've sent our game slot availability to the island scheduler and hope to hear soon about games!

Tournament Coordinator – Brittney Corkery nothing to report

Marketing Manager- Jessica Lejeune

Santa parade November 30th. Add for agenda discussion item.

Past President- Ryan Hyland- nothing to report.

Agenda

Review of Old Business: None

New Business

Topic	Action Item	Responsible
Jean/ Jessica- BCLA AGM October 19 th starts at 9am. 7 voting reps.	Matt Towle Adam Brittney Dawn Jessica Nikila Jesse? Rochelle?	Adam will pick people to go
Alicia-Assessment Coordinator, field season coaches/managers meeting, box awards	<p>Assessment coordinator- new appointed position? Call it Administrative Coordinator and can help with more than just assessments. Pinnies, coordinating assessors. Trial position for 1 year and then take to AGM to add position permanently. Adam appoints Jill for 1 year term to this position, all executive agree. Jill accepts.</p> <p>Put out call for assessors for box now.</p> <p>Coaches/ Managers meeting to be booked soon. 7-8:30pm Thursday Sept 19th? Nikila to look into room availability. Co-ed and female teams: meetings together</p> <p>Box awards- go ahead to order player awards from Andrea Harvey.</p>	<p>Adam Jill to write job description.</p> <p>Adam, Curt Jean/Jessica</p> <p>Nikila Jill Alicia Jean</p> <p>Jessica to order</p>
Jean- Respect in sport parent training	Needs to go into policy in order enforce parent mandatory course. 1 course per family. Put it into policy change at AGM. Parents and leaders courses available. \$12 per person to take course. Currently used for our association for parents who are facing discipline. Hockey is mandatory before players step on the ice, good results.	Policy Committee

	<p>Ramp has course certificate area to enter info.</p> <p>Visiting parents, extended families also cause some difficulties at times.</p> <p>Other associations should be taking this on too.</p> <p>Parent Liaison per team- volunteer in the spectator's area to work with manager for crowd control.</p> <p>Jill Motion to add mandatory 1 parent or guardian per family pays for and completes Respect in Sport Training into policy for AGM Jean 2nd</p> <p>All in favor, carried</p>	
<p>Jessica- Santa Parade November 30th. Is anyone interested in taking this on to organize?</p>	<p>End of September- Rochelle possible?</p> <p>Will register to attend.</p>	<p>Rochelle, others interested</p>
<p>Jessica- JDF AGM booked Royal Bay Theater</p> <p>Nov 17 5-8pm</p> <p>MC for awards- Jess & Brittney</p> <p>MC for elections-Rob Cook</p> <p>MC for policy and bylaw changes-Adam</p> <p>2 people to sign voters in before AGM- Jean, Alicia, Jill, Jenn</p> <p>Childcare-</p>	<p>6-730, 6-6:30 AGM, 6:45-7:15 awards</p> <p>Jess/Britt awards</p> <p>Rob Cook elections</p> <p>Adam policy & bylaw</p> <p>Nikila: field availability for child care we have booked 4-7pm. Block out 530-630 so games are not booked during that time.</p> <p>Coaches/ older players to help run fun field session while parents attend AGM. Players walked into theater by volunteers at 6:30.</p> <p>All families attending will receive 1 ballot for Box registration door prize.</p> <p>Jean, Alicia, Jill, Jenn- voter registration sign in table. Need a ballot for attendees for registration for door prize.</p> <p>Box registration door prize before player awards.</p> <p>Upcoming positions up for election shared to membership</p> <p>VP box 1, VP box 3, treasurer, secretary, VP field 2.</p> <p>Ask if current positions wish to have their names stand for re-election</p>	<p>Jess</p> <p>Britt</p> <p>Rob C</p> <p>Adam</p> <p>Nikila</p> <p>Jean</p> <p>Alicia</p> <p>Jill</p> <p>Jenn</p> <p>Policy Committee</p>

<p>Dawn- *JDF will need volunteers to help out at the Van Island Girls Cup November 1-3 in Nanaimo for the U11-U18 tournament.</p>	<p>Sat/Sun tournament with officiating clinic. Around \$800 entry per team. List of volunteer positions to come.</p>	<p>Dawn As needed</p>
<p>*Sea can lock for the field season. Can we get a new lock with a changeable combination. I think that the door could also use some work to help it shut properly.</p>	<p>Many items going missing on a regular basis. Need a solution. Need nets at Royal Bay. Storage a difficult matter.</p>	<p>Adam</p>
<p>*Westshore told me this summer that JDF lacrosse could ask the Westshore to purchase two lacrosse goals that belong to them and they would service them and remove them from the field each year. They said that the box goals were purchased by them and they take care of them.</p>	<p>Jessica Pick up at maintenance shed Friday afternoon. Drop off to velodrome at 4pm.</p>	<p>Jessica Adam</p>
<p>Island Field Meeting- need U13 field commissioner</p>	<p>Adam to request more information.</p>	<p>Adam</p>
<p>Jean- Raffle and fundraising</p>	<p>Rochelle looking at options. \$5 tickets each instead of \$2 each.</p>	<p>Rochelle</p>

Next Meeting: October 3 2024 7pm JDF Seniors Center room 201

Meeting Adjourned: Adam moved at 8:03pm