



JDF Lacrosse Association Executive

Meeting Minutes

7 March, 2024 – 7 pm /JDF Seniors Center 201

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

Adoption of Agenda: Niki - Motion to amend agenda JDF Events in camera, Brittany accepts.

Moved by Alicia, 2nd by Rochelle, all in favor, carried.

Adoption of February Minutes: Moved by Rochelle, 2nd by Jesse, all in favor, carried.

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

Attendance: Adam, Dawn, Niki, Nic, Brittney, Jill, Matt T, Devin, Rob P, Rob C, Matt M, Jesse, Nikila, Alicia, Jessica, Curt, Ashley, Rochelle

Online: Kyla, Jenn

Non-executive members: Wendy Hall, Riley Lejeune, Scott Gurney

Reports of Committee Members:

President – Adam Ranms

Thank you everyone for all the hard work that is being done for the box assessments and coaches cuts. There has been a ton of time spent on this and it has gone very well. It will be good to go over the assessment process once we are done and see how it can be improved but everyone's hard work is super appreciated.

I met with Kevin Patenaude from the Victoria Royals about how we can help each other in the future. Below are some items we discussed.

- They can do a lacrosse night around November or December at a game highlighting JDF lacrosse. We could time this around registration to try to increase our younger numbers. They may also look at a fan appreciation day or lacrosse showcase during some of their games.
- We can use them as a fundraiser with ticket sales
- They can send out ticket coupons and deals that we can distribute through the association. It gives our families deals and brings fans to their games.
- They could be a possible sponsor for any tournaments that we are doing and are more than happy to bring out mascots to any events we could use that for.

Jessica and I went to the Langford community advisory committee concerning the grant proposal sent. Jess can add more to this in her report, but the meeting went very well. Thank you Jess for the hard work in putting that grant together.

I attended a work shop put on by Ravi Parmar about gaming grants. I have attached the presentation to this email for everyone to look over. It was directed for people new to gaming grants, which was perfect for me, but there is some good information in there if anyone is interested in looking at it. I have listed a couple items below that I think are interesting.

- They look at the grant proposals on a first come first serve basis.
- reconsideration of a grant that was turned down can be submitted within 30 days of notification, perhaps this could have helped that one we missed?
- Ravi's office is going to be sending out any grant information to us that he thinks might be useful for our organization, this would be great to have a jump on this.
- There is a lot of info on the PDF, Rochelle please let us know what we can do to help!

There have been a number of parent meetings taken place over the last month. We will need to find a place to store the notes for these so if issues arise in the future, we can have those notes on hand when there are new executive members looking at them. For parent meetings I feel that moving forward any calls that need to be made to a parent from our executive need to be done through zoom with another member present. This is something we can discuss this Thursday.

After assessments are completed, I will be sending out invites for a committee to look at player and parent conduct through the association I have a lot of ideas that I have listed in previous reports, but want to try to get that group together once things calm down a bit. I am still waiting to hear from Wayne Kelly about a meeting at Royal Bay to discuss these topics.

Vice- President Box 1- Niki Williams

Start up has been exhausting. My inbox resembles a tornado, somewhat out of control. That said, I think I'm on top of it.

This year I'm responsible for 8 possibly 9 teams in U11 and U13. It's going to be a busy one. Assessments are nearing completion and coach cuts are underway.

Adam and I just finished up at the Island declaration meeting and we have declared the following teams.

U-17 A1,B
U-15 A1, B
U-13 A1, A2, B, B
U-11 four teams
U-9 six teams
U-7 two teams

20 teams total.

We have 2 weeks to adjust our team declarations at U7-U11. I'm feeling hopeful we can add a 5th team at U11 as we have had a few kids trickle in and they are getting close to full sized rosters. I'd love to see one more U7 as well.

Vice-President Box 2 – Nic Collison

U17A has declared A1 and U17 B -2 teams in U17

U15A has declared A1 and U15B- 2 teams in U15

U15A has their roster chosen

U17A is still working on the last couple cuts. Snowed out practice on Monday didn't help.

Will update the crew at meeting on some issues that have arisen with coaches cuts.

Vice-President Box 3- Jennifer Lambert

Currently we have 8 teams in U7/U9, I will be working with Curt to form the teams before end of month.

I am hoping a few more registrations come in after the March 11 try lacrosse event.

I will be out of country next week and back March 16.

Thank you to all who have been working hard in the assessment process, I know it's not easy with the large groups.

Vice-President Field 1 – Matt Towle

Adam and I have both submitted FD proposal changes to BCLA for the upcoming meeting in April. These proposed changes include policy on scrimmage/ exhibition games, and time length of matches. Congratulations to both U11 teams on capturing gold medals at Provincials. In the coming months Adam, Devin and I will be working together regarding policy updates for VIFLL. Ref travel fees:

Travel fees for VIFLL and VIMLC can be found at the following links. They are subject to change if the leagues deem it necessary, in accordance with their respective operating policies.

VIFLL: Field Lacrosse

<https://www.viflax.com/officials>

VIMLC: Box Lacrosse

<https://cloud.rampinteractive.com/vimlclacrosse/files/Referee%20Travel%20Fee%20-%20ADOPTED%20Feb%202022.pdf>

Vice President Field 2- Devin Johns

With the field season officially over I would like to give a shout out to everyone who played a part big or small in getting the season from start to finish. I know from the outside it looks like an easy thing to accomplish but being a part of it I now see how much can go into being a volunteer in a youth sports organization. Thank you to you all!

Congratulations to all the teams who had the privilege of representing JDF at the different provincial championships over the last month. These tournaments are something the kids will look back on years from now with great pride win or lose. I look forward to next season where I can play a positive role in helping as many teams have the opportunity to compete at the various provincial championships next year!

I am also hopeful in playing a role in shaping the assessment process moving forward as we approach the next field season.

Vice-President Female – Dawn Ranns

The female field season is officially over following the Burnaby Provincial's February 23-25. Congratulations to the 5 U13 female players that joins the Nanaimo Raiders team and participated in provincials this year.

The female box season is still in the registration process. I have not received an update from VELA on official numbers since the last meeting. Jean Gallager has submitted our association numbers in this report. The following information is what I have available. The season will run April to June. Practice will be at Bullen and Topaz with occasional practices at JDF Box. U17 and below teams will have a rotating indoor practice slot and U22 has one standing indoor practice a week at Archie Browning on Wednesdays. They will be one team at U13, U15, U17, and U22. The association is working to recruit enough players for a U11, they are just a few short to declare a team. The game schedule is still being sorted by the Island commissioner and lower mainland commissioner. Teams will play Nanaimo and likely have two Lower Mainland home games and two Lower Mainland away games. There should be between 12-14 games total. U11 will not play mainland teams.

Monday March 11 the Female box lacrosse players will be featured on chek news 5-6:30 pm at Eagle Ridge Arena.

Discussion Questions:

1. Do we have summer camp dates and times set for a week of female field lacrosse? When can we advertise? Do we need a registration form?
2. Do we have fields scheduled for a female field lacrosse tournament next Fall? When can we advertise? Do we need a registration form?

Secretary – Jessica Lejeune

Adam and I attended the City of Langford Funding request meeting and we both spoke in front of council to answer questions and advocate for our association. We asked for \$10,000 as a big ask this year to help find goalie gear replacements, coaching and officials clinics and to help support the BC women's sixes tournament JDF is hosting this Fall 2024. They deliberated and approved up-to \$6000 Funding. Actual amount will be determined in camera and we will be notified asap. It was mentioned by council members that they like to have positive community appearances. I would like to propose a ribbon cutting or something for the women's sixes tournament as well as a ceremonial face off with the Mayor or Council for one of our co-ed box tournaments.

I have also submitted finding request to District of Metchosin and will report back when I hear from them.

Treasurer – Jesse Lawson

There have been a significant amount of transactions over the past 4 weeks. We continue to work down our current debt with Westshore Parks and Recreation (WSPR). There have been a number of introductory meetings with WSPR and SD 62. We have also received a number of

close out invoices from BCLA for the past field lacrosse season and continue to receive new ones for the pending box lacrosse season.

Our primary account balances are listed below.

Box General - \$92,795.06

Booster - \$6,884.28

Box Gaming - \$100.00

Field General - Error, could not access

Youth Field Gaming - \$10.78

PayPal - \$32,684.66

I am reviewing our PayPal accounts and the service fees associated. We are currently paying a 3% fee on all transactions. This has resulted in the following fees over the past 3 years.

2022 - Sales Activity \$41,017 and **Fees of \$1397.28**

2023 - Sales Activity \$61,479 and **Fees of \$1904.86**

2024 - Sales Activity \$12,087 and **Fees of \$390.88**

Prior to the 2025 field lacrosse season, I would like to look at the options for either continuing to use PayPal or moving over to eTransfers and other forms of payment in an effort to reduce service fees.

Registrar - Jean Gallagher

Registrations are trickling in, mostly for U11 and U9 players who are brand new. Still chasing down some players who have not yet paid. Will share a list with VPs for those divisions who will be starting practices soon.

There are 340 total registrations in the system but this includes anyone who has withdrawn and all female players. Last year there was a total of 360, so we are pretty close to last year's numbers with a month before the season starts. Approximate numbers are:

U7 - 28

U9 - 64

U11 - 74

U13 - 66

U15 - 33

U17 - 37

U11F - 3

U13F - 9

U15F - 10

U17F - 3

U22F - 1

The BCLA reached out to advise they are considering moving to RAMP for registration and will trial for Field season. JDF was one of 4 associations selected for the pilot, and I will be meeting with the BCLA and with Ramp this week to find out more information.

I will be away from March 6th until April 3rd. I will be able to check emails and the BCLA registration from time to time, but will set up an out of office to direct people to the website or to VPs to handle any urgent inquires for their specific divisions.

Head Coach Box – Curt Morwick

My report is similar to what the VPs have put forward.

As mentioned, it has been a busy time. Very grateful for the work everyone has done and the time everyone has committed to making the start of the season run so smooth.

Focus is now shifting to the younger divisions, balancing the teams and making sure there are enough coaches.

The U11 Crosby team committee will have to meet up to discuss that group as well.

Again, thank you to everyone who has worked so hard this season so far.

Head Coach Field – Adam Ranns see president's report.

Head Referee – Rob Cook

The Island ref clinics started last week with clinics in Nanaimo. This weekend we have 3 clinics, EL, L1 and L2.

This year we are introducing the 3 officials to U11 games. This will be done at the first U11 games of the season. I would like to use this for our U11 tournament as well. I believe I have enough money from gaming for referee development.

I have checked my calendar and happy to report that I will be in town for both our tournaments, so no need to budget for an OIC for them.

The BCLA is no longer responsible for ordering referee shirts. Associations are to go through Extreme threads for them. We will put in a bulk order through them to get ref jerseys for our new refs.

Referee Allocator box- Cass Jutting

Clinic Registrations for new and returning officials have started and we have 12 officials on my last registration list. We also have 12 returning (mostly L1) officials.

RAMP training has begun for head refs and allocators with the plan to teach officials their user roles in the app as part of the clinics (last step to certification). Officials will need to have a mobile device to do their part. This has been communicated in the registration process.

To confirm, in case there was any question, BCLA is paying for the RAMP assigning tool development and licensing so there is no cost to us.

Referee Allocator field- vacant

Equipment Manager – Rob Ponte

Busy time trying to get goalies setup for the season.

I will be going to the two coaches/managers meetings with buckets, if we could advise the coaches of the 50-dollar deposit required for the buckets.

New gear has been ordered, and in the process of being picked up. There are some issues with getting gear from suppliers.

Risk Management – Matt Towle

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

1. **Criminal Record Checks:** With Box season commencing CRCs are coming in early. As teams are formed, I will be working closely with Jill to ensure compliance.
2. **Concussion Awareness Training:** We will continue efforts on certifying all coaching staff for the season.
3. **Injuries:** No injuries to report.

Gaming – Rochelle McRae Nothing to report.

Jersey Manager box- Gina Lawson

Working with X-treme Threads to order 25 jerseys to match with the singles currently available in our inventory plus two goalie jerseys.

Once completed, there still remains 53 single jerseys to pair up eventually.

Jersey Manager Field- Matt McRae

Not much to report. Jersey collection is still on going. Mainly waiting on families either out of town or difficult to get a hold of to turn in their jerseys.

Webmaster – Stephen Laws nothing to report.

Whaler Wear Coordinator– Ashley Petch

Bag and jacket pre-orderes have been submitted and I am waiting for delivery in the next few weeks. Female shorts have also been ordered. Waiting on mockups from Out of the Blue for other items.

Head Manager box – Jill Denis

Assessments are going well, its complete organized chaos but we are getting through it. Our U15 teams are now formed, with U13 and U17 not far behind. U11 assessments are ongoing and U7/U9 has a back to the box March 11th. We are definitely ahead of schedule just like we wanted, now if the weather would cooperate, teams can get in some practices.

Team bank accounts are being cleared from field and prepared for box season, just working with the bank to get everything in order.

I have been working on updating the managers page on the JDF site and getting managers packages and info ready to share.

Important Dates

Coaches and Managers meetings. We are having 2 meetings this year and dividing them by division:

- U13, U15, U17 - Tuesday April 2nd 7-9pm in the Lower Clubhouse

- U7, U9, U11 - Thursday April 11th 7-9pm in the Lower Clubhouse

Picture Day

- Saturday April 20th 9am - 5pm in the Seniors Centre Auditorium

Head Manager field- Alicia Hayes

Working on getting the last of all the field teams managers packages and nominations for players awards.

I am also learning how the assessment part of lacrosse works from Jill and the rest of the team, there's definitely lots to learn, and it's very busy. I have to say though the team is amazing everyone works so hard and helps each other. It's been pretty amazing to be part of it.

Floor Allocator - Kyla Pedlow

I received our contract offers from WSPR last week, and am currently going through them to determine what will work for us. As mentioned previously, in an effort to save as much money as possible, booked floor time will be very sparse this season. It's easier to book more, than try to give back what we've already booked.

I've heard that the Island is voting in a new Scheduler tonight. So once that happens, I will be able to submit our game slots to the Island for scheduling. I had a look at last year's schedule, and they used **LESS THAN HALF** of the slots I gave them last year. So, I plan on giving them way less this year. I'm also going to give them a pretty light amount for April, and then fill everything up for May and June. The reason behind this, is that with the schedule coming out end of March/beginning of April, any unused times in April can't be returned to WSPR. I need to give them 30 days notice. This way we can minimize the impact this all has on our budget. The Island might not like it, but for this season at least they're going to have to work with us.

Preseason practices have begun, with all teams from U13 and up having practices scheduled from now until Spring Break. I had assumed that coaches wouldn't want to practice over Spring Break, however that doesn't appear to be the case. I'm working with all of them now to determine a schedule that will work over Spring Break.

Assessments: With this being the first box season we've had with the new assessment committee in place, I think it has gone very smoothly. We are WAY ahead of schedule than we usually are, which was what our goal was. As with anything new, we have learned a few things along the way and have a few changes we plan to make for next season. It's been a really great group to work with through all the ups and downs so far!! Thanks team!

Field Allocator- Nikila Cyr

Female Summer Camp:

- - Kyla put in a request with WSPR for the female summer camp for the week of July 8th or July 15th from 9am - 2pm

Female Field Tournament:

- I put in a request with City Centre Park for the Female tournament in October, either of the last 2 weekends in October. They have not started their allocations for the fall yet. I've asked to be put in the list for this.

Tournament Coordinator – Brittney Corkery

Tournament planning is underway getting some of the easier stuff taken care of now like ordering more medals, MVP/Digger prizes, shirt design/color change and reaching out to businesses for donations. Hoping to meet with Wayne Bateman in the next little while as he would like to go over criteria for the Bateman award recipient.

I am hoping to be included in on the coach/manager meeting so I can give managers a heads up on volunteer requirements for our two home tournaments.

I'll also be sending in my gaming requests to Rochelle to have her apply for licenses like 50/50 and toonie stick.

Kyla has let me know our available arena times for both tournaments so this let's me know how many teams I can accept. Looks like we'll still aim for 10-12 teams for the U11. The U13 tournament will be a little tricky as we have it open for A1, A2 and B to apply but would be able to only take 4 teams in each division and even that would be tight timelines....2 of the 4 teams in the B division would potentially be our own teams.....any suggestions on how to broaden the competition for these tournaments?

Marketing Manager- Jessica Lejeune

I have received some feedback that we might get more u7 registrations if we can confirm practice days and times. Parents are trying to coordinate swim lessons and other basic physical skills too, but want to put lacrosse in where they can. Is it possible to post and blast U7 practice times to try and get 2 more teams to match what we had last year?

Newsletter went out to SD62 bulletin and posters up at Spencer Middle School. Hoping to bridge more connections at different local schools. Last digital ads running at City Center/Eagle Ridge and JDF for March.

Fundraising idea? Cash Calendar. JDF skating club did one under BC Gaming ideas and raised over \$6000!

Sell tickets for \$20 each and for one whole month, every ticket gets a chance to win a daily prize of \$50-\$500. Was a huge success with less than 100 skaters participating. See screen shot for their advertising poster. Something different and multiple winners made it easier to sell tickets.

Past President- Ryan Hyland Nothing to report.

Agenda

Review of Old Business:

Field ref travel fees: Matt T- see his report in mintues

2.Summer Camps info: Dawn

3.Crosby Tryouts: Committee

New Business

Topic	Action Item	Responsible
<p>Jessica -Advertising practice days for U7? -Fundraising ideas, cash calendar?</p>	<p>Yes- promote U7 and U9 on social media.</p> <p>Under BC Gaming, Jessica will forward info.</p>	<p>Jessica</p> <p>Rochelle</p>
<p>Rob -3 officials for U11 games -ref clinic fees -ref shirts for new refs</p>	<p>U11 3 officials' system to aid in referee development. Would like to see U11 tournament have games with 3 officials, league games will have 3. Referee development gaming money to cover extra costs. Adam - Money from Langford may be used to fund extra ref. To be brought forward at the next island meeting that JDF agrees to have 3 refs for U11 at our tournament and the first home game for each of our teams.</p> <p>Confirmed - ref clinic fees paid for by the association.</p> <p>Confirmed- JDF will pay for first year referee shirts.</p>	<p>Rob Adam Jesse</p>
<p>Brittney/ Scott Gurney guest - hospitality at JDF events Moved to in camera</p> <p>-U11 and U13 tournament format</p>	<p>Not a lot of floor time to accept more than 4 teams at the moment.</p> <p>1st -Travel teams from mainland or up island 2nd- lottery 1 team from each local association</p> <p>For U13 consider taking A1 and B teams, A2 can play up to A1</p> <p>Pursue floor time at Sooke?</p>	<p>Brittney/Kyla/Niki</p>

Niki- update from declaration meeting	<p>Released players VLEA, Peninsula and billet u17 to Saanich, goalie to JDF U17B.</p> <p>U7-U11 north and south divided U13-U17 all divisions full island U7-9 12 games U11-U17 14 games Black out day April 20 photo day</p> <p>All teams who declare will participate in playdowns.</p> <p>3 refs for U11</p>	
Matt T- Criminal Record Checks- Finger printing costs. Historically when finger printing is required for a volunteer position, there would be no associated costs. However, the municipality has changed that policy, and a JDF coach has paid out of pocket (\$70). JDF to review and proceed.	<p>JDF policy- we will pay for any extra costs for finger printing or other fees for criminal record checks.</p> <p>Matt to look into CRC for officials needed. Cass/Matt to look at code to get CRC done for officials.</p>	Matt/ Cass
Rochelle- gaming grants	<p>5 emails, need 15 more for online 50/50. Options? Use head manager or coach, send emails 1 per team to Rochelle.</p> <p>Apply for gaming grant, need info before next meeting. Send ideas we could use funds for to Rochelle before next meeting.</p>	<p>Niki/Curt/Jill</p> <p>All executive</p>

Next Meeting: April 4th 7pm JDF Seniors Center

Meeting Adjourned: Adam moved to adjourn at 8:50pm