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**JDF Lacrosse Association Executive**

**Meeting Minutes**

**5 October, 2023 – 7 pm JDF Seniors Center**

**Meeting called to order: 7:05 by Jesse, 2nd by Niki, all in favored, carried.**

**Adoption of Agenda: Jesse, 2nd by Jean, all in favor, carried.**

**Adoption of September Minutes and reports: Brittney, 2nd by Niki, all in favor, carried.**

**Attendance: Jesse, Jessica, Niki, Jean, Jill, Brittney, Rob P, Rob C, Adam. Online Kyla, Jenn, Ashley, Rochelle.**

**Non-executive members: Wendy Hall, Devon Johns**

**Reports of Committee Members:**

**President** – Acting: Jesse Lawson- The Field Lacrosse season is well underway. I wanted to send my sincere thanks to all those who have volunteered in some way, shape or form to get through assessments and get the teams up and running. I also wanted to say thanks to all the coaches, managers, referees, Treasurers, and other people volunteering their time.

 I would like to welcome the following incoming persons (or change of roles) to the Executive Committee. Please join me in congratulating them on their appointments.

**Booster and Merchandise** – Ashley Petch- Nothing to report.

**Equipment Manager** – Rob Ponte- Nothing to report.

**School and Community Programs Coordinator** – Tyler Boivin

With the AGM fast approaching, I would like everyone to consider their willingness and ability to stay on the Executive for the next round. I realize some people are only part way through their tenure, but others have a choice to make. I also respect the commitment people have made to date, as well, I understand sometimes circumstances change which may limit involvement. This will be a discussion piece on Thursday.

 In the middle of September, after one of the U13 assessments at the Velodrome, some of the players went and had a run around the BMX track and were throwing balls around. We received a report shortly afterwards from the BMX community that there was damage to the track from cleats and balls, as well as some signage damaged. The majority of the damage was repaired via labour and there were minimal financial costs associated, but a strongly worded email reinforced the request to please be respectful of the facility.

 The JDF President email has been hacked again. If you receive suspicious emails from “me” please double check their validity prior to engaging.

We have received word that we will be supported by the BC Gaming and funding should follow shortly. The amount cannot be disclosed until it’s advertised. More details will follow once we receive word that the figures can be disclosed. Great job to all involved in the gaming application(s)!

**Vice- President Box 1-** Jesse Lawson- see President’s report.

**Vice-President Box 2** –Niki Williams- Nothing to report.

**Vice-President Box 3-** Jennifer Lambert- Nothing to report.

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

**Vice President Field 2-** Adam Ranns-

The season has started and it is going fairly well to start. We are having an issue with the U11 team dropping down to 28 players but half the players not really committed to lacrosse. They are having to call up from U-9 every game and even then, hardly making a team. I have talked to a lot of people about this and the consensus is that having 28 on one team is too much because no one plays when all the players are available and we have to sit players.  The coaches and managers are really working hard to make sure the games can be played, and we are constantly working on new ways to get players to games.

All other divisions at the moment have gone fairly smooth. I have only received a couple complaints outside U11 so hopefully we can keep it that way.

I would like to thank Jill and Jean for all the work they have put in to assessments and the work on the U11 team as well as everyone that helped with assessments in general. This has been a huge task and taken too much time out of their day.

**Vice-President Female** – Dawn Ranns-

The season is underway and running pretty smoothly.

U7-U9 has had two scrimmage days so far and it is going very well.

U11-U13 went to a successful Big Al tournament in Vancouver last month. The team learned a lot about girl's lacrosse! The team is headed to the Thunderstrike tournament this weekend in Langley.

U15-U17 played one scrimmage against Nanaimo in September. The scrimmage went well. This team will also be heading to Langley for the Thunderstrike tournament this weekend.

All teams have managers, treasures, and coaches. However, I feel that I did not know how everything will happen for the startup that could go better next year. I would like to see the manager/coaches meeting earlier next year. The boys/co-ed teams started later than the female side so we were already playing games right around the time of the meeting.

We have ordered T-shirts for all players U7-U19 registered with JDF from Out of the Blue.

Jill Denis and I have started discussing an end of the season party for the female U7-U9 and the boys/Co-Ed U7 teams. Date still to be confirmed. Jill will discuss details at the October 5 executive meeting.

**Secretary** – Jessica Lejeune-

AGM

In process of booking at Royal Bay Theater. Potentially November 19th or 26th. Will need help signing attendees in, asking Rob Cook to please facilitate elections. Do we need paper sheets and pens for voting?

**Treasurer** – Shane Alore- Nothing to report

**Registrar** – Jean Gallagher-

There are 224 registrations in the system for the season. However, this includes the U19 players and also any players who have withdrawn, so the actual total number of active players is around 200 for both coed and female leagues - an increase of about 25 players from last year, most of this increase is in the female league.

Big thanks to Jill and Adam for all the consults and many many phone calls required to create the teams following assessments. U11 has been a particular challenge this year.

U19 was new this year, so all the extra paperwork and emails was great fun.  Happy to report that all the U19 players who registered with JDF landed on a team with VFLL via release and draft.

Still chasing a few families for payment.  This is a concern, because of insurance purposes.

Still trying to sort out release paperwork for some players.

Field registration will close on October 15th.

Will use this "quiet" time to help the policy committee in advance of the AGM.

Box registration anticipated to be open for December 1.

**Head Coach** **Box** - Nic Collison-

A few weeks ago I participated in a Head Coach special session held by the BCLA

Most of BC head coaches were attending and we all had some great dialogue around “abuse of officials”

Great discussions, and voting on some new rules regarding coaches on the bench. Their age, anyone still playing minor lacrosse and is a coach MUST wear a helmet while coaching.

Can not be a head coach 16 and under. Assistant, yes

U7 coaches only need to take a new “online course” U9 you will require Coaching in Development

(level 1)

100B forms will disappear, I know Jill you’re excited! Haha

However, 100B forms will be in excel, I believe you can go in and make changes.

**Head Coach** **Field** – vacant

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

**Head Referee** – Rob Cook-

Not much to report on officials. JDF had a good showing at the Level 1 clinic a few weeks ago. There are no more scheduled clinics, but if required, we will run another one in the near future. Nico is doing his best to assign officials to all our games.

We've had to reschedule a few games due to officials not being available.

It has been a dry few weekends which makes refereeing enjoyable.

**Equipment Manager** – Rob Ponte- Nothing to Report.

**School & Community Programs Coordinator**- Tyler Boivin

I have begun laying the groundwork with Sooke School District 62. I met with Laurie Farrell at the school board office and explained who I am, what my position is with the JDF Lacrosse Association Executive Committee, and in general terms what I/we hope to achieve in this role. As most of the staff was out, I scheduled another meeting with the appropriate staff and will be meeting again in roughly 2 weeks' time.

Specifically, I hit on:

-Wanting to work towards adding a Lacrosse unit into PE and Social Studies/History programs if possible

-Bring in players, volunteers, or whatever to do a Lacrosse informational (what the sport is, bring sticks and gear to show, explain about the link to post-secondary scholarships and lacrosse academies.

-Explained JDF's commitment to inclusivity and the efforts being put in to grow the female programs.

-Community involvement opportunities

**Risk Management** – Matt Towle-

1. Criminal Record Checks and Concussion Awareness Training Certificates:

• We are currently in the process of receiving criminal record checks and concussion awareness training certificates.

• I will diligently monitor and provide updates, as necessary.

2. First Aid Kits Acquisition:

• I have successfully acquired the 10 remaining first aid kits

• Once collected, we will replace the existing kits with these new ones for the current teams.

3. First Aid Qualifications for Coaches:

• I have established communication with BCLA regarding first aid qualifications for our coaches.

• We are currently awaiting their response and will keep you informed of any developments.

4. Player Awards:

• Feedback on the proposed whale tail design by Andrea for the player awards has been overwhelmingly positive.

• Andrea estimates a cost of approximately $12 per award, which is significantly more cost-effective compared to other trophy companies.

• I propose that we hold a vote to decide on proceeding with this design, placing an order, and ensuring these awards are distributed at the upcoming AGM.

**Gaming** – Rochelle MacRae- Nothing to report.

**Jersey Manager** – Krista Janssen-

As of now everyone has received their jerseys however as with box we do not have enough of the youth large and adult small sizes so some received jerseys slightly bigger/smaller then requested. I will need to order more youth medium, youth large, youth xtra large and adult small for sure. It was very rushed with some teams having games before even having a practice and it meant a rush for jerseys. I ended up needing to take a day off work in order to get the teams their jerseys on time. I would like to make this a 2 person position so that this situation can be avoided in the future or will need to step down as I do not have the time needed to successfully complete the job.

**Webmaster** – Jean Gallagher acting, nothing to report,

**Booster** – Brittney Corkery/Ashley Petch- Nothing to report.

**Head Manager** – Jill Denis-

Teams are settling in and for the most part I think everything is going well. I want to thank all the managers for stepping up to manage their teams, it’s not always an easy job and does take dedication and we are so thankful for you all.

We have a Ramp chat just for managers to connect and ask questions as well as we are using OneDrive to share info and attachments, which has saved us time, and paper. Just trying to be more open and transparent to make it easier on everyone especially those managing for the first time. It can be overwhelming!

U11 has 28 kids registered, but lack of player commitment due to other sports is causing teams to have to callup from U9 regularly. Working out some kinks with that, learning lots, and taking what we are learning to develop an approach for next year, as this is an ongoing issue for this age group in both box and field lacrosse.

Form 100's have been submitted to BCLA. They will review and send us a list of anyone who has not completed their required training. Anyone not listed on the form 100 is not authorized to coach and we can’t have on field “helpers” anyone working with the teams in a coaching role must be BCLA insured, complete their CRC and have the appropriate level coaching certification.

Picture Day is Oct 28 & 29th and I am working on the schedule.

Tryout committee has met and started discussion on preparing for box season. More meetings to come.

Policy committee is meeting this Friday.

**Floor Allocator** – Kyla- With the release of the game schedule, and the set practice schedule, I have managed to give back a bunch of time to WSPR. This should save us right around $5000.

The second half of the game schedule was sent to me last night. All associations have been asked to read it over, and double check the field times, and it will then be released next week.

Box Assessments - the assessment committee met last week to confirm the floor time requirements for assessments. I have submitted our requests to Eagle Ridge Arena and am waiting to hear back from them on what they're willing to offer us.

**Tournament Coordinator** – Brittney Corkery- Nothing to report.

**Marketing Manager**- Jessica Lejeune-

Santa Parade November 25th, will need help organizing banners on sticks for carrying. I will put out a social media post asking for 2 vehicle drivers to decorate their cars/trucks to drive in front of our group and at the back. Parade walkers in the middle. Kids will not ride in the back of trucks during the parade. Last year there were a few behavior concerns of kids before the parade started (name calling and rude comments to dance group near by), asking at least 1 representative to walk with kids from each team that is attending  (could be parent, coach or manager). Jill to email coaches/managers. I still have flyers from last year to hand out. Do we have a budget for candy or anything else to hand out?

**Agenda**

**Review of Old Business: None**

## New Business

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| **Topic** | **Action Item** | **Responsible** |
| Jesse- AGM elected position discussion. | Jesse 1 year left VP, will put name forward for President 2 year term  Jessica 1 year left will stay  Rob C- will stay  Matt- will stay  Rob P- will stay  Brittney- will stay  Ashley- will stay  Jill- stay 1 more year to train new person then ask them to take over. Consider 1 for box, 1 for field. Need to make policy change for AGM?  Big work load, need to understand commitment.  Jean- 1 more year if her son will play box season. Ashley Johnston interested? Split registrar box and field?  Niki-up for election this year, will stay, happy to help with registrar if needed.  Kyla- Happy to stay on, would like to be split into field and box and stick with box. Need to make policy change for AGM?  Rochelle- will stay  Ashley- will stay  Jenn- will stay, one year left  Nic- will stay considering VP box role for Jesse, possible candidate for Box head coach to discuss with.  Shane- will ask him | Jesse  Policy Committee |
| Jessica  \*Paper agendas- please print your own for future meetings or refer to document emailed out ahead of time.  \*AGM- Positions up for election. Please email me if you have an elected position and when you are next up for election.  -Santa Parade November 25th. Request help in organizing details.  Budget for candy or other to hand out? Still have lots of flyers left over from last year. Want to be mindful of paper waste.  -Royal Bay Storage. Need a storage shed with nets, another folding table and score flipper. | Covered in previous discussion.  Parade, CRC volunteers coaches, managers, or treasueres.  No candy.  Jill/Jean to send emails to gage interest for teams joining us. Jessica/Brittney to coordinate participants.  Jordan to ask RB. Or ask district for permission. | Jill/Jean Jessica to compile list of attendees.  Jordan/Jessica |
| Jill- U11 discussion | Players have dual commitments, often choose hockey over lacrosse. Causing issues for games needing constant call ups. Island has already done schedule for 2 teams, would have to re-do whole island schedule if taken down to 1 team. Island would have to approve over sized roster if going to 1 team.  Option 1: Permission for cross play for the 2 teams from U11 commissioner?  That way kids can play who are available.  Option 2: move U9 permanent call ups. Could cause issue because U9 is already calling up U7 players.  Other associations facing same situation?  Emphasize Option 1 would be best to U11 commissioner.  For box: amendment  Buddy request- only 1 friend request, zero coach requests. Have to be in before assessment date.  Put proposal together, add to policy to vote at AGM. | Jill/Field VPs  Jesse |
| Adam-  -U11 how can we fix this. There are some possible solutions that we need to discuss. Do we merge the team into one, submit to the island to allow crossover play, or pull up u 9 kids permanently.  -The assessment committee is going over this but do we need to discuss some strategies for next year, especially U-11 as this seems to be an age that is a problem in box and field for buddy lists and players demanding specific teams. Also how do we want to handle players that sign up but are not committed.  -Should we start setting dates for box assessments so we have time to find assessors and time to get everything in order. I would like to have the field assessment dates set early so we can have it all organized before they start. | Covered in previous discussion  Policy Committee to consider amending for AGM  Work in progress. Assessment Committee already planning.  Dates approved by November, goal to have people know when assessments will be when they register. | Policy Committee  Kyla, already working on  Assessment Committee |
| Jill/Dawn- U7/U9 Halloween/wind up party | October 24th Halloween party arranged by association. Niki to help with hotdogs. Jessica to get hot chocolate sponsorship.  Coaches and managers to plan their own year end parties.  Jill makes a Motion to spend up to $100 for U7/U9 girls and U7 co-ed Halloween party, Jesse 2nd, all in favor, carried. | Niki  Jessica  Jill  Dawn |
| Matt Towle- player awards  First aid | Matt makes a motion to spend $1000 on player awards for Field 2022 and Box 2023 to be made by Andrea Harvey for AGM in November.  2nd by: Niki  All in favor, carried.  U7-U11 whale tail  U13-U17 standing plaque.  Matt/Brittney/Jessica get names to Andrea  Checking in with BCLA requirements. Will report back. | Matt  Brittney  Jessica  Matt |
| Krista- jersey manager requires 2 people for start and end of season. | Tabled to further date.  Niki could help.  Policy committee to consider split position for AGM? | Policy Committee |
| Rob- Box ref allocator | Need to fill position asap. Nomination committee.  President (Jesse to put name forward)  Box Ref Allocator (vacant)  Box VP 1 (Jesse, will be vacant)  Box VP 2 (Niki)  Field Head Coach (vacant)  Field VP (Gord)  Treasurer (Shane, will be vacant)  Head Manager (shadowing Jill for 1 year then take over)  Webmaster (vacant)  Director at Large (vacant)  Email to membership with positions and job descriptions. | Nomination Committee |
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# Next Meeting: November TBD in person JDF Rec Center

# Meeting Adjourned: 8:40pm Jesse motion to adjourn.