



**JDF Lacrosse Association Executive**

**Meeting Minutes**

**7 December, 2023 – 7 pm JDF Seniors Center**

**Meeting called to order: 7:00 by Adam, 2<sup>nd</sup> by Niki, all in favored, carried.**

**Adoption of Agenda: Tyler, 2<sup>nd</sup> by Jill, all in favor, carried.**

**Adoption of November Minutes: Niki, 2<sup>nd</sup> Jill by all in favor, carried.**

**Adoption of November Reports Jill: , 2<sup>nd</sup> by Matt, all in favor, carried.**

**Attendance: Adam, Niki, Nic, Jessica, Jean, Jesse, Jill, Ryan, Rochelle, Curt, Rob C, Rob P, Matt T, Alicia, Matt M, Nikila, Tyler, Cass, Jenn, Dawn**

**Online: Kyla, Devin**

**Non-executive members: Wendy Hall, Riley Lejeune**

**Reports of Committee Members:\**

**President** – Adam Ranns– Due to the move in positions halfway through the month Jesse may have more information that I am missing in the president's report. Please Jesse fill in any areas that I have missed. Also thank you all to new members listed below for helping JDF in the listed position below! If I have missed anyone on the list please let me know as well as any one on the email list.

Box Head Coach- Curt Morwick

Ref Allocator- Cass Jutting

Jersey Manager- Matt McRae

Field Allocator (shadowing Kyla during box then taking over for field season)- Nikila Cyr

Field head coach- Adam Ranns

Head Manager- Alicia Hayes shadowing Jill for box then taking over for field season

Jersey Allocator - Gina Lawson

Past President - Ryan Hyland

VP field - Matt Towle

VP field - Devin Johns

VP Box Nic Collinson

**Field Update**

At our last VIFLL meeting the main topic of discussion was making sure that declarations for provincials are submitted. The last day to submit is December 7. There was also a focus on making sure that if we declare but do not attend the event then fines will be handed out. The fines go up the closer to the event it gets, if they decide not to go prior to provincials then the

fine is \$1500, if it's close to the event then its \$3000. Nanaimo went through this and had to pay the \$3000 for not attending last year.

The tiering process has been completed at the island level and needs to be passed through the field directorate. I am questioning the outcome of the U15 tiering where they have Nanaimo at tier 2, I will be looking to find out if there is an appeal process for that team as there was no competition for them at the Richmond Romp. Please let me know if you have heard any other issues with the tiering process as I only received the U15's

U11 teams are still struggling for numbers but we have come up with a solution when numbers are low. The JDF team will lose 1-0 and the game will go on either with smaller numbers on the field or blend the players together. Adam Dawes has been a huge driving factor in this and has reached out to all the coaches they play and everyone is good with this solution including the commissioner of U11

### **Box Lacrosse**

For the Island box lacrosse meeting I was not present as there was some miscommunication due to Jesse and myself changing positions but the main topic of discussion was that only the member on that committee will be putting forward names and there will be no outside nominations. Jess thank you for attending for us and please let me know if I am missing anything else.

Thank you everyone for getting the draft try out schedule set and our registration up and running. I'm sure there will be more to discuss in that area with reports coming after this email.

**Vice- President Box 1-** Niki Williams- With Box season around the corner and registration open I suspect I will get busier in the coming weeks. For now I have little to report. I am in the process of dealing with a disgruntled parent regarding JDF procedures involving player movement. Just a reminder to direct all player concerns to our VPs.

**Vice-President Box 2** –Nic Collison- To discuss WSPR update.

**Vice-President Box 3-** Jennifer Lambert- Thank you to those who set the schedule for back to the box and assessment's, it looks great and am excited to get our season underway. I am looking forward to another busy season and getting the kids back to the box.

**Vice-President Field 1** – Matt Towle- I am thrilled to present my first monthly report as the newly elected Vice President for Field Lacrosse. It is with great enthusiasm that I embrace this role, and I am committed to enhancing and developing our lacrosse association and community.

In addition to continuing my duties as the Risk Manager, I have actively initiated discussions with Royal Bay Lacrosse to explore exciting avenues for collaboration between our programs. The proposed initiatives include:

1. **Mentorship Program:** Establishing a mentorship program to facilitate a symbiotic relationship between experienced players from Royal Bay and our younger JDF players, fostering leadership skills and mutual growth.
2. **Volunteer Opportunities for Students:** Creating opportunities for high school students to earn volunteer hours or academic credits through coaching and mentoring activities, ensuring a steady stream of dedicated coaches for our teams.

3. **Shared Practice Plans and Drills:** Collaborating on practice plans and drills to benefit both programs, providing JDF with a broader range of resources and familiarizing Royal Bay with incoming players.
4. **Strengthening JDF for Royal Bay Involvement:** Building a thriving JDF lacrosse program to attract more players to the sport overall, potentially leading to increased participation in Royal Bay Lacrosse.
5. **Specialized Positional Advice Sessions:** Introducing specific sessions or workshops where Royal Bay coaches can share their expertise on various positions, offering focused guidance beyond regular practice routines.

I am excited about the potential of these collaborations to not only strengthen our programs but also to contribute to the broader lacrosse community. I am dedicated to pursuing these initiatives with diligence and look forward to updating you on further progress in the coming months.

**Vice President Field 2-** Devin Johns- I do not have anything to report outside of what Adam has already mentioned for U11 solutions for low player attendance for games. Looking forward to getting a full understanding of what is ahead for field and planning for next season.

**Vice-President Female** – Dawn Ranns- The U13 and U17 Female teams have had a very active schedule in November and December. Both the U13 and U17 will finish up for the winter break having played seven scrimmages each against the Nanaimo female teams. There have been no issues with the teams except during the December 1 game for U17. JDF only had a parent coach because of limited coaches available and limited officials available. The Nanaimo team was also being coached by a parent. There was some un-sportsmanship behavior from both teams and some aggressive play. At the conclusion of the scrimmages both teams were brought together and the issue was addressed. The scrimmages this past weekend in Nanaimo were great. Five of the U13 Female players, Lupita McRae, Addison Bella, Ocea Nishimura, Jenna Ranns, and Liliias Marchand, have been released from JDF to join the Nanaimo U13 team for provincials. The JDF Female team will continue to play together with the JDF U13 team for the remainder of the season and schedule scrimmages with Nanaimo after the New Year. In January the released players will begin to practice one day a week with the Nanaimo team. The U17 team will not be declaring a team for provincials due to lack of player commitment for the February 23-25 provincial weekend date.

On November 25 several of the Female Field Lacrosse players, parents, and coaches took part in the Greater Victoria Festival Society Santa Parade.

**Secretary** – Jessica Lejeune- Thank you to everyone who helped with out November AGM, it went smoothly and I'm so happy player awards were handed out again after the break from Covid restrictions. Thank you to former booster coordinator Andrea Harvey for making all of the custom awards, they looked amazing!

Welcome new elected positions:

President: Adam Ranns  
VP Box 1: Niki Williams  
VP Box 2: Nic Collison  
VP Field 1: Matt Towle  
VP Field 2: Devin Johns  
Treasurer: Jesse Lawson

Welcome new appointed positions:

Box Head Coach- Curt Morwick

Ref Allocator Box- Cass Jutting

Jersey Manager Field- Matt McRae

Field Allocator (shadowing Kyla during box then taking over for field season)- Nikila Cyr

Field head coach- Adam Ranns

Head Manager Field- Alicia Hayes shadowing Jill for box then taking over for field season

Jersey Manager Box - Gina Lawson

Past President - Ryan Hyland

VIMLC AGM- notes that I can remember below, I will forward the minutes once I receive them. The nominations committee for VIMLC will now only take applications for executive positions to them directly before their AGMs for consideration. There will be NO nominations allowed from the floor for any position.

All associations need to attend pre-season planning and declaration meetings or face \$1500 fines for each.

There will be a big shift in commissioners. Each association is to provide one person (non-executive member is ok) who will be put forth for consideration of a commissioner role at the discretion of the VIMLC. They will be asked to fill whatever role they are put in, whether it be commissioner or other duties. For the last 2 years, my mom Wendy Hall has been U11 commissioner. She is willing to put her name forward for that role if needed.

Wording was changed in policy for when referees are not available and "home team association" being responsible. Something with it being a forfeit and possible effecting provincial eligibility. I was driving during this portion of the meeting so will clarify once minutes are sent.

There were more topics and I'll share minutes asap.

**Treasurer** – Jesse Lawson

**Registrar** – Jean Gallagher- Update for anyone who was not present at the AGM - I have been elected for a new 2 year term as Registrar at the AGM last month. I am hopeful that the role will be a bit easier with a year under my belt and look forward to working with the executive, both new and returning for the upcoming season.

Box lacrosse registration opened up on December 1<sup>st</sup> for the 2024 season.

As of December 4<sup>th</sup> at 12:00pm, we have just over 60 registered between coed and female divisions.

Possibly for discussion for NEXT year, but it was noted that the 3 other South Island associations offer early registration discounts until January 31<sup>st</sup>. When I was learning this role 2 box seasons ago, we did not offer early registration, only late registration after March 31<sup>st</sup>, so this is what we have been continuing to offer. We can consider changing this to align with other associations, and maybe to encourage earlier registration.

Field registration had previously been submitted to the BCLA, however there were many many problems with the registration package, mainly due to Pac Rim not processing their registrations properly and thus players not appearing in the system to be transferred to JDF. As a result, my downtime between seasons was spent following up with a number of families to obtain their registration information and a signed waiver, and also obtaining commissioner approval. Also trying to obtain approval for a couple of up island releases. There are still some

outstanding items, and the deadline set by the BCLA registrar was November 30th. It is unclear what will happen to these players, as I am still waiting for an update.

It was revealed that a number of Pac Rim players who were transferred to JDF had not paid their registration fees. I have reached out to Pac Rim and am waiting to hear back. Will loop in the treasurer(s) as needed.

Thanks Jill for updating the Executive list and posting the updated Policies to the website!

**Head Coach Box** – Curt Morwick- We will need to look at getting coaching applications posted very soon with a deadline of Jan 15  
And schedule interviews, book room for JDF and dates. And we can schedule interviews once all applications have been submitted.

Curt is on the right path and looking at scheduling assessors, they need to be at all 3 assessments.

Posting the schedule asap to all membership will help increase registration and coaching applications.

Curt and I can work together on applications and assessors.

**Head Coach Field** – Adam Ranns- See President's report.

**Referee Allocator Box** – Cass Jutting- Nothing to report.

**Referee Allocator Field** – Nico Boudoin (acting)- Nothing to report.

**Head Referee** – Rob Cook- Nothing to report.

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

**School & Community Programs Coordinator**- Tyler Boivin- As per the last meeting I have reached out to local storage facilities to try and find a better deal than our currently storage units. After canvassing a few companies I came across a great opportunity for our association to potentially work with Advanced Self Storage. I am currently in negotiations with their marketing team and have pushing for a deal to barter ad space at our boxes, and on our social media etc. for heavily subsidized storage. I still need to get in to take a look at our current storage units, but I will be meeting with the manager of Advanced Storage this week to view the space they have for us and to progress negotiations.

I have reached out to various schools re: lacrosse in school curriculum and try lacrosse for free events, but at still trying to get in with David Strange at the Board of Education. I have already received verbal agreements from a few elementary schools as soon as approval comes from the school board.

I have been working with Jessica and Cass on some funding and grant ideas. There is an application for some education based funding I am working on and potentially the founding of a charity from which funds can be redirected to JDF. I am putting together a sponsorship package informational that we can use for approaching potential donors/companies.

Also, as Dawn Ranns previously mentioned we would like to discuss how to get lines painted on the velodrome for female lacrosse. The complexity of the game needing hashes for “the fan” shooting lanes makes these lines essential for not only the education of the game and our players’ understanding, but to effectively host games. Look forward to discussing options and ideas.

I am still waiting for a JDF email and as per Jill’s email it looks like they are on their way. This will greatly help the professionalism of correspondence with potential donors/partners.

**Risk Management** – Matt Towle- Latest update on our risk management efforts and outstanding matters. Here’s a summary of the key points discussed and addressed during the past month:

1. Criminal Record Checks:
  - The completion of criminal record checks is approaching 100%, which is a positive development in ensuring the safety and integrity of our coaching staff.
2. Concussion Awareness Training:
  - A significant number of our coaches still require concussion awareness training. I will be sending out an email shortly to address this requirement and ensure that all coaches are up to date with the necessary training.
3. Injury Reports:
  - One injury has been reported over the past month, with the following details:
    - U15 T2: A player sustained a broken hand. No BCLA insurance required.

**Gaming** – Rochelle MacRae- Shane and I have submitted the acc summary for gaming for this year.

**Jersey Manager Box** – Gina Lawson- Nothing to report.

**Jersey Manager Field** – Matt McRae- Nothing to report.

**Webmaster** – Stephen Laws

**Whaler Wear Coordinator** –Ashley Petch- nothing to report.

**Head Manager Box** – Jill Denis-

### **Field Update**

I have been busy collecting declaration forms and preparing the package to send to BCLA by their deadline. I believe 6/7 of our eligible teams will be declaring this year. I stressed the importance of making sure teams attend once they declare to avoid being fined.

As the season is coming to an end for some teams, I am going to be collecting team packages from managers and treasurers. Signed budgets, ref payment sheets, game sheets etc. As part of the end of season package, coaches are going to be asked to nominate 3 players for awards at the next awards ceremony in 2024. The categories are as follows:

U7-U11 – Most Improved, Most Dedicated, Most Inspirational

U13-U17 – Sportsmanship Award, Most Dedicated, Heart and Hustle Award

I am thankful for the addition of Alicia Hayes as Head Manager Field, she will be shadowing me throughout box season to learn the position and to prepare for next field season. Welcome Alicia!

### **Box Update**

I have completed the back to the box/assessment schedule, thank you Kyla for the second set of eyes on this. The schedule should be posted this upcoming week. The assessment committee will be meeting to discuss our next steps which includes creating a volunteer schedule and securing assessors & coaches to run the sessions.

The box coaches/managers meeting preparation is on my radar and quickly approaching. We will discuss this more at the next meeting.

### **Other**

Stephen is hard at work cleaning up and creating JDF email addresses for all of our new executive members and for those who were never assigned one. We should all be using the JDF email address in our roles. Once this is complete, we will all be able to utilize MS 365, (specifically OneDrive and Teams) to its fullest for file sharing and communications. The new executive will be updated on the JDF website and JDF email addresses will be added once they are up and running.

**Head Manager Field** – Alicia Hayes- Nothing to report.

**Floor Allocator Box** – Kyla Pedlow- Nothing to report.

**Field Allocator** – Nikila Cyr- Nothing to report.

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

**Marketing Manager**- Jessica Lejeune- Marketing Report:

Santa Parade was well attended and the mandatory coaches/managers with teams helped with the supervision. There were no issues and the kids had a blast!

I'm currently running paid ads at all City Center Park screens, free at JDF screens, Ocean and Jack FM 2 for price of 1, and Facebook/Instagram to promote our box season registration opening! There is also a free ad on page 32 of the West Shore Parks and Rec activity guide. I will be sending out monthly pdf newsletters to all SD 62 schools. Please share our social media posts to your pages/parent/school groups as well.

I'm working on getting Chek News The upside to come to one of our Try Lacrosse for free events again too.

If anyone has any suggestions, I'm always open to new ideas.

**Past President**- Ryan Hyland

### **Agenda**

**Review of Old Business: None**

## New Business

Topic	Action Item	Responsible
<p>Jessica- try lax for free events. Planning or committee needed?</p> <p>Commissioner volunteer VIMLC</p>	<p>Try lax Jan 13<sup>th</sup> all ages new kids only, bring a buddy on 27<sup>th</sup>, new kids half floor, returning other half.</p> <p>Wendy Hall (U11 commissioner 2022 and 2023) accepts name being out forward to VIMLC.</p>	<p>Assessments committee</p> <p>Jessica email Tim Frost.</p>
<p>Dawn/ Tyler- Female field lines at velodrome</p> <p>-</p> <p>Official allocator for Female Field Lacrosse? How can we get one for females? Each week I have to try and find officials for our home games. I know the boys/co-ed do not do this.</p>	<p>Westshore parks, Tyler to reach out and ask. Temporary creases/markers an option to explore. \$500 USD</p> <p>Nikila/Kyla/Tyler to approach WSPR. Grants available for equality in sport for female sports.</p> <p>Field ref allocator should do both co-ed and female teams. Nico only paid for co-ed this year. One more weekend of female games to go.</p> <p>Field allocator to discuss with island scheduler in next season tournament dates, consider league and high school tournaments. Black out dates should be in place like box. Players are out so games get cancelled for their divisions. Older players are also often officials for younger divisions and those games get cancelled too.</p>	<p>Tyler, Dawn, Kyla, Nikila</p> <p>Ref allocator field 2024 will take on assigning female games too.</p>
<p>Rochelle- gaming and ref allocator position</p>	<p>Fiscal year end submitted.</p> <p>Rochelle willing to step down, Cass is more comfortable in gaming, has background and wealth of knowledge in this area. Gaming grant due end of May 2024. Sarah Nishimura puts name forwards for Box referee allocator. Tabled for further discussion in in camera session.</p>	<p>Elected directors to discuss.</p>
<p>Adam- parent conduct</p>	<p>Parents need policy/bylaws reminders. Code of conduct. Beginning of season, coaches send email ahead of parent meeting, have parents sign it. Expectations of parents and players. Past history builds up, not everyone (coaches/managers/new executive) aware of every player/negative experiences. Parents need to follow chain of command for questions/complaints. Coaches need to feel supported when they are doing the right thing. See more discussion on Niki's point.</p>	<p>Head manager/head coach box moving forward. Connecting with coaches and managers expectations.</p>



<p>Jill- MS 365, assessment committee update</p>	<p>All executive members will get @jdf lacrosse.com emails to use and full access to MS 365 apps.</p> <p>Assessments schedule coming out soon. Email and social media.</p>	<p>Jill Stephen</p>
<p>Niki- chain of command, how we are guided by policy. The process on how to handle conflict with parents</p>	<p>If a parent has a problem, sends message/talks to manager. Manager reaches out to coach. Coach can engage conversation with parent. If not solved, then goes to VP, and so on. Guided by our policy. Parents have already signed code of conduct when they register their kids. They can be held responsible for misconduct. Might be more effective to have parents sign paper copy and kept on file for season with executive. Will discuss more in depth at coaches/managers meetings. Make a script for coaches to read off at parent meetings. Eg how to use 24 hour rule.</p> <p>Respect in sport course for parents like hockey for all families? In minor hockey locally each player has to have one parent with certificate before player steps on the ice. Need to address behaviors towards coaches, referees, and other spectators.</p> <p>Tabled for further discussion. Would cost each person \$12 to take course. Valid for life, don't need to re-take course.</p> <p>Culture-shift committee to be formed, Adam will email to form committee.</p>	<p>Jill for managers meeting Curt/Nic for coaches meeting</p> <p>Jesse to look at course options.</p>
<p>Jean/Dawn- Female Box Lacrosse info from Kate Blass at VELA</p>	<p>VELA will host all female teams for box 2024. They did a great job hosting last year, successful in building numbers! Female players register separate from siblings at JDF. They automatically get transferred to VELA.</p>	<p>Dawn to answer questions for female league.</p>
<p>Tyler- AGM feedback</p>	<p>Parents noted the AGM part was too much for young players to sit through.</p>	<p>Planning Committee for awards next year to consider options.</p>
<p>Nic- JDF lacrosse box update. WSPR funds for boards, and possible pickle ball extension.</p>	<p>Our executive should attend their next meeting Jan 19<sup>th</sup> at WSPR- Jesse, Nic and Niki, Matt to attend.</p> <p>Make sure we have priority for March 1-June 30. Make a voice- new score clock, needs to be installed?</p>	<p>Jesse, Nic, Niki, Matt, other executive interested.</p>

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**Next Meeting: January 4<sup>th</sup> 7pm JDF Rec Center Seniors Center 201**

**Meeting Adjourned: 8:40pm Adam motion to adjourn.**