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**JDF Lacrosse Association Executive**

**Meeting Minutes**

**7 September, 2023 – 7 pm** /**Online**

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

**Adoption of Agenda: Rochelle, Brittney 2nd, all in favor, carried.**

**Adoption of August Minutes and reports: Dawn, Niki 2nd, all in favor carried.**

**Attendance: Jesse, Jessica, Dawn, Rob, Shane, Jill, Ashley, Matt, Brittney, Rochelle, Jean, Jenn, Kyla, Adam, Gord, Krista, Nic, Niki**

**Non-executive members: Jordan Waters, Jenn Royard-Collard, Rob Ponte, Tyler Boivin, Wendy Hall, Riley Lejeune**

**Reports of Committee Members:**

**President** – Acting: Jesse Lawson-

The release deadline was back on August 31. JDF had 4 releases, all were supported by the VIFLL and they are currently being moved to their host associations.

The BCLA AGM is approaching in October, the first since the pandemic. After an expression of interest went out in August, we have identified 6 persons to represent JDF at the meeting. The JDF reps will be Jean, Jill, Jessica, Niki, Brittney, and Jenn. I fully trust their alignment with the Executive's direction moving forward.

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

**Vice-President Box 2** –Niki Williams-

I have nothing to report as Box is wrapped up. Just a quick note regarding the summer camps last week.... kids had a blast! I'd like to see this be a returning annual event.

**Vice-President Box 3-** Jennifer Lambert-

Nothing new to report for U7/U9 box.

I was able to attend a couple of the afternoon sessions for our summer camp and it looked all we’re having a great time. Great job by all who organized it!

Updated numbers:  
U7 -12

U9 - 25 + 1 transfer from female

U11 - 31

U13 - 38

U15 - 38

U17 - 11 (possibly 12 anticipating a release from Nanaimo)

U19 - 1

Female:   
U7F - 6

U9F - 6

U11F - 2

U13F - 8

U15F - 3

U17F - 5

U19F - 2 but one is possibly released (resides out of catchment)

Met with policy review committee - still some wording to be finalized.  Will share with executives once complete.

Website:   
-Players are all entered to date - just waiting on results of assessments to divide into teams  
-Logins for each team are created, just awaiting managers

-Once teams are created, can send RAMP app notifications to families

-Working on updating the 'all members' list in anticipation of AGM information being sent out.  Currently the system only allows to email ALL BOX or ALL FIELD, and not everyone and I don't want to send 2x as there is overlap in both sports so would like to avoid some families receiving the information twice.

-It doesn't appear that VIFLL uses RAMP so games will have to be manually updated - by whom?? Is this a manager responsibility or an executive responsibility?

**Vice-President Field 1** – Gord Anderson-

As Jesse stated the releases and team declarations to the end of august were discussed and voted on. We have a few players coming our way and several leaving.  
Team declarations-  
U7-1 team  
U9-2 teams  
U11-2 teams  
U13-2 teams  
U15-2 teams  
U17-1 team  
Women’s-  
U7/9- 1 team  
U11/13- 1 team  
U15/17/19-??  
  
Dawn has mentioned coaches for the women’s groups.  
I haven’t heard about the interviews from last week for mixed but we’ll need to make sure we can accommodate these team numbers.  
  
Island scheduler has stepped down this year so they are looking for a new one at the moment. Tyson may have a lead from PAC rim but I would expect the schedule to be a couple of weeks out likely. Kyla, if you can resend our field game times to Jesse to pass on to Tammy for scheduling that would be appreciated. I don’t think these were passed on from the old scheduler.  
  
The whistler AGM is apparently primarily for Box lacrosse on the Saturday. There was discussion that a smaller meeting for Field may be happening the Friday night. Big topic of discussion is the shrinking of the field season from Sept to wrap up by Christmas. Big issue is provincials would be right before Christmas and would be another expense during the holiday season for travel from the island. This is being motioned by the mainland league to give a break prior to box season. They typically do not travel for provincials so it is a win/win for them. If we as an association are against this it would be beneficial to have our reps at the AGM present, should this be addressed and voted on.

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

To start I would like to thank Jill, Kyla, Dawn, and Jess for helping with assessments, its going very well on the organization side thanks to Jill and it seems to be running fairly smooth. I am having some issues creating a fair practice for some of the groups because in the policies we separate the groups by right or left hand, not position. This has led to some of the groups having all attack on one team and all midfield on the other and with different assessors coming in we do not want to switch numbers much. I am going to add this discussion to new topics to go over for tomorrow.

Assessments for U11-U15 ill be completed by Friday and we will have all the numbers done Friday night. We have coach's cuts set up Monday and Wednesday for the U13 and U15, I will talk to all potential coaches tonight about what's going to happen after assessments are completed.

Coaches' interviews are going well but we do not have a large group that has emailed and the ones that have are mainly for U15 and U13. We still have one more U13 to interview, and once the assessments are done, we will be able to determine who is going to be able to coach where for U15. At the moment we are looking good for U15 A and B team and U13A. We are probably going to need a B coach, two U11's, and two U9's. Nic and Gord in your experience in years past do parents usually step up in these situations?

With two U9 teams it looks like we will need to do assessments to split the teams up evenly, please correct me if I'm wrong. I can start to schedule that for next week if we do and maybe just have to run a couple 1-hour sessions to get a feel.

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

Registrations are nearly complete with some players being released from Pacific Rim to join with JDF.

Female:

**Teams Declared to Vancouver Island Field Lacrosse League**

**U9 and U13 teams were declared for JDF female**

**We will combine U7 & U9/ U11 & U13**

U7F - 6 Pac Rim 1

U9F - 6

U11F - 2

U13F - 8 Pac Rim 1

U15F - 3 Pac Rim 4

U17F - 5 Pac Rim 3

U19F - 2 but one is possibly released (resides out of catchment)

Pacific Rim has one U7, one U13, four U15's and three U17's to date.  
The U13 team is looking at applying for two tournaments this fall in September and October this fall.

September 22-23 Big Al Tournament 7v7 and October 6-9 Thunderstruck Langley BC

JDF Female lacrosse will be hosting a full sort bottle drive at Bucky's Tap House on Saturday September 16to raise money for the tournaments and some sway for the other female players that registered this year.

We will possibly be hosting a female referee clinic at the velodrome on Sunday October 15, 2023 at 1:30 pm. All are welcome new and returning.

Level one coaches clinic TBD in October for all persons interested in coaching.

I spoke with Wayne Kelly the director of the SD 62 academy's and have pitched an idea that level one/level two coaching and officiating certifications be put into the academic criteria for the boys and girl's academies at Royal Bay which could include 25-50 volunteer hours with JDF minor league teams. I think this would help grow our volunteers as well as bring some experience to the teams.

Coaches for this season are: All coaches will complete the concussion awareness training tool CATT and the JDF background check.

U7&U9

Rosie Ranns

Maya Iles

Jessica Lejeune

U11&U13

Dawn Ranns

Dale Sutton

Rochelle McRae

U15-U19

Dawn Ranns

Brittani Chiasson

Goalie Coach Devon Hall

Manager Robyn Smart

I am working with Danika Palmer with Nanaimo female lacrosse to schedule some games for games this season.

**Secretary** – Jessica Lejeune- Nothing to report.

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

**Registrar** – Jean Gallagher-

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

Box camp went extremely well. And still receiving emails from parents on how much their player enjoyed the camp.

44 players in total I believe.

Some great prizes and some awesome coaching ;)

As for young division groups. U7-U11

I normally go down the list of who is registered, we normally have some great parents that are past players that I chat with that can step up.

Or pair them up with some willing parents to help with practices and games.

Cody Cook can run a field coaching clinic if you give him some notice.

Please reach out if you need some help.

**Head Coach** **Field** – vacant

**Referee Allocator** – vacant Nico Boudoin acting for Pac Rim and JDF

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

**Equipment Manager** – Ashley Petch-

There is still gear that has not been returned.  I will be at the locker at some point to pick up the sheets and contact the borrowers for gear.  I will provide a date to be dropped off by.

**School & Community Programs Coordinator**- vacant

**Risk Management** – Matt Towle- All coaches required to have up to date CATT training. Will keep track of first aid bags and replenish items as needed.

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

**Jersey Manager** – Krista Janssen-

Box jerseys are mostly hung up and organized. A huge thank you to Jenn, Jill and Niki for taking that one when I couldn’t be there to help. I’ve just put the final call out for any stragglers or one-off jerseys to be returned.  We received our order of shorts for field season so we should not have a problem filling the registration orders this season.

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

**Booster** – Brittney Corkery- Nothing to report.

**Head Manager** – Jill Denis-

Still wrapping up a few administrative tasks from box season, but otherwise we are done!

Working on for field:

* Assisting with U11-U15 assessments
* Field coaches/managers meeting agenda
* Picture Day
* Updating manager handbook
* Bank accounts are ready and waiting for new field managers/treasurers

Important dates: U19/17/15/13 Provincial Championships will be hosted by Richmond/Vancouver Lacrosse February 16-19, 2024. Youth U11 Provincial Tournament February 9-11, still looking for a host for the 2024 event.

**Floor Allocator** – Kyla- I've been trying to work out a practice schedule for the field season and it's going to be extremely tight this year. We don't have much turf time at all during the week, and with the addition of the girls program this year (which is amazing!!) I'm having a hard time juggling the schedule. Pretty much all divisions are currently only scheduled for one practice per week, with the exception of U15. I still have some juggling to do with Dawn on the girls side to see how we can fit everything, but it would definitely make things a lot easier if we had more field time. I've reached out to JDF Soccer to see if they have any time they aren't using, which they don't.  Goudy, Centre Mountain Lellum, and North Langford Elementary all don't have times that would work with what we need. They can offer us 3-5pm weekdays, or they have weekend availability. WSPR doesn't have regular times available for the indoor turf, and the grass fields are fully booked. So it would seem that we're just going to have to get creative with the schedule unfortunately. Once I get the game schedule for the season, I'm hoping to be able to move things around and accommodate second practices for other divisions.

Eagle Ridge dry floor booking requests for January - March next year are due by October 1st. So we need to decide what our needs are for assessments for box season asap. The assessment committee should meet soon.

To touch on what Adam mentioned in his report about separating field and floor allocating. I couldn't agree more, and was actually going to bring that up this meeting. When I signed up for Floor Allocator it was just for box season. Then when we amalgamated I was told that I had to now do both box and field. But now that I'm a few years in, it's just too much for me to do both. I would like to have a break at some point in the year, especially because we are a big hockey family as well. I'm committed to doing allocation for box season, but I would like someone else to take over doing field allocation. In an ideal situation, we would find someone now that could work alongside me this field season, and then fully take over next field season.

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

**Marketing Manager**- Jessica Lejeune- Nothing to report.

**Agenda**

**Review of Old Business: None**

## New Business

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| --- | --- | --- |
| **Topic** | **Action Item** | **Responsible** |
| Jean:  -It doesn't appear that VIFLL uses RAMP so games will have to be manually updated - by whom?? Is this a manager responsibility or an executive responsibility?  -U17 communication with families. Is there a team? Contact past players, social media push for registrations.  -U19/mens league has Jesse or any of the VP’s talked to Pac Rim or Tyson Leies?  -Sibling discount, up for policy review. Please weigh in now so I can issue refunds to families that are affected. | Tyson or Dylan Taylor Island webmaster?  Ramp or alternative? Sports Engine or other?  Kyla will input game schedules into Ramp for each team for now. Jesse to check about who to send score updates to Island Webmaster.  Yes declared, will communicate with Gord on information out to families.  Tyson clarified released to Pac Rim.  Honor the previous $25 per second sibling and 10% if families received both this year.  Define number of registrations not siblings in policy. Correct the billing system that gave former discount $25 per player. Re-write and amend policy at AGM.  Recommend 10% off registration total if 3 or more kids.  Jean to email BCLA to correct registration form, and to ask why it wasn’t changed from last year as requested. | Kyla  Jesse  Gord  Jean  Jean  Policy Committee |
| Dawn: Female Field  Practice times on the turf. I would like to propose that we utilize the turf better to get more teams going at once. I think that U7 boys and girls can use half of a half turf field while U9 boys or another younger team uses the other side of the turf. I think for many of the girls practices we will only need half of the turf field. I would like to discuss how to best use our turf time.  I would like to propose that next year we align our registration with JDF soccer. Soccer stars their fall registration in April before school ends. I wonder if we open registration during school, we would get more registered and then be able to complete assessments earlier in the summer.  Matt Towle and I have been in contact with Kirby Yeats for Kirby Source for Sports about girls' lacrosse stick and googles. I would like to purchase 6-12 sticks and 12 pairs of googles for anyone wanting to try lacrosse that we keep at JDF. I am not sure what our financials are so I am providing the information below to review and discuss.  Brine Epic Alloy Stick (limited stock available)  Price:  $36.00 each (while supplies last)    Maverik Ascent ST Stick (recommended for U10)  Price:  $39.50 each    Maverik Ascent Alloy Stick (entry level all age stick)  Price:  $57.00 each    Cascade PolyArc Goggles (various colours available)  Price:  $49.00 pair    Maverik Storm Backpack  Price:  $46.00 each  All items are subject to applicable taxes.  Prices are good for 30 days and are subject to change.  We also do not have any goalie gear for female lacrosse and would like to discuss a plan or some options for purchasing a set of goalie gear for the female side.  I would like to set up some Saturday morning scrimmages for the U7-U9 females and need to know turf availability. I would only be an hour each time. The scrimmages can be on the indoor turf at the JDF arena.  I would like to have my last U7-U9 practice on Thursday November 2 on the indoor turf at the JDF arena. I am not sure if this is possible. | Working out schedule with Kyla. Tuesdays and Sundays.  Scrimmages scheduled for U13,15, 17  BCLA has to open registration first. Female can open separately to get started early. Jesse will confirm able to do that. Connect with Kate Blass from VELA what they are doing. Jessica to make Flyers to send out to schools before summer vacation. Connect with Kyla for early booking practices if requested.  Updates: sticks u10 and under $25 each  Goggles $50  Requesting 5-10 sets  Dawn makes a motion for spending up to $1000  For female goggles and sticks. Jenn 2nd. All in favor, carried.  Grant for $4000 specifically for field application pending. Look at building up lending items for try for free or other needs for next year if grant approved.  Thunderstrike tournament. Shane will pay registration fee, team responsible for fundraising to re-pay funds.  Females end Halloween 31. Cancelled that practice, hoping for an indoor event.  Kyla to look for indoor space beginning of November. Jessica to help Dawn plan fun event for U7/U9 | Dawn  Jesse  Jessica  Kyla  Dawn  Dawn  Shane  Dawn  Kyla  Jessica |
| Niki/Kyla:  Splitting floor allocation and field allocation into two positions. | Positions:  Floor/field allocator  Head Manager  Registrar  10 societies directors, Jessica to check on number allowed.  Voting rights within JDF as elected member positions.  Make proposed amendments for AGM. Committee.  One motion to separate appointed positions as a whole. Then choice if executive wants do both field and box or just one.  Job descriptions:  Emails to membership, social media sharing of positions needed.  Job shadowing current executive members so not so overwhelming. | Policy Committee  Jessica  Policy Committee  Jean  Jessica |
| Gord:  -coaches ratification voting -AGM representative decisions? -our association stance on changes to field season duration and provincial date changes for starting next year -practice schedule hash out. Now that teams have been declared, we need to make sure that all are looked after with practice times. I Know this is an issue field availability wise so having more eyes at once may help; unless Kyla has worked her magic and found some more slots. | In camera Coaches meeting tonight with directors.  Vote no for early December provincials at BCLA AGM.  Scheduling work in progress. U9 share field times for a second practice if needed. | AGM attendees |
| Adam:   * field schedule. it looks like we may only have 1 hour practice once a week for some groups. Are we going to need to refund if this is the case? I'm not sure what has been done in the past but we may have to start looking at practices scheduled around the game schedule Saturdays and Sundays? That means we won't have scheduled set practice times for each group but we may not have a choice. This also seems like a lot for Kyla to be both the field and box scheduler, is it possible to have a field scheduler and a box scheduler position? * Assessments for field. We really need to redo the procedures for field assessments. It has been very difficult to get assessors to commit to the entire group. We also need to look at adding positions to the registration form so we can evenly split the teams by position. Jill has spoken to Jean and she said that was fine but do we need to change this before the AGM for approval? * Coaches for U9, and U11, do parents step up? | Addressed  Kyla re-did schedule today. U9-U17 gets 2 practices per week. One practice per team on own, one practice shared field.  No other field times available in all of Westshore. Kyla has explored all options, even grass fields.  Amend procedures for field assessments. Split groups based on handed- left and right. Need to ask positions (attack, midi, d pole or goalie) on registration form. Assessments have to have same assessors for each session. 1 person assessing each attack, mid field, defense/goalie. Change wording on policy. Need a head field coach position filled to help out in future. Have everything planned in advance. Jean can change registration form. Policy committee will make proposed amendments. Team effort to find assessors moving forward. Making assessment form smaller, simplified ranking.  More coaches signing up for younger divisions after social media and email blast. Should be worked out within the week. | Policy Committee  Adam  Gord  Jean  Jill |
| Jill:  -Picture Day  -Coaches  -Managers Meeting | Picture day source options. Quotes and availability to come in.  Brittney and Jill to report back.  Book date that has a weekday/evening option around practices.  Coaches/Managers meeting 20th or 21st. Kyla to book space. | Jill  Brittney  Jill  Kyla |
| Jessica- JDF AGM date to be decided, location booked. Needs to be before December 4th. Also 30 days notice to members. | Possible Nov 19th or 26th at Royal Bay ask Kathy London how to book and proceed.  Invite parents of players receiving awards, coaches, and all members. | Jessica  Jean  Awards- Brittney and Matt |
| Kyla- box rental times for spring 2024 due to request October 1 | Need a scheduling meeting before October 1st | Jesse  Kyla |
| Matt- CATT Training  Player awards | All coaches must have it as well as CRC. Add column on coaches form. First aid kits- will take over re-stocking and keeping track of them.  Jill to let coaches know at meeting.  Player awards to be discussed. Matt, Brittney to work on options. | Matt  Jill  Matt  Brittney |
| Adam- U15 coaches | Moved to in camera session |  |

# Next Meeting: October 5, 7pm in person JDF Rec Center

# Meeting Adjourned: 9pm Jesse motion, Jean 2nd, carried.