



## JDF Lacrosse Association Executive Meeting Agenda

01 October, 2019 – 7 pm /JDF Boardroom

Meeting called to order at 7:06pm by Ryan Hyland

**Adoption of Agenda:** Liz, Andrea 2nd

**Adoption of September Minutes:** Liz, Andrea 2nd

Present: Ryan, Shane, Warren, Rob, Liz, Allison, Evelyn, George, Jill Andrea

### **Reports of Committee Members:**

**President** – Ryan – the island meeting was cancelled this month and may be rescheduled if needed.

**Vice-President #1** – Tim, absent, no report

**Vice-president #2** – Gord, absent, no report

**Secretary** – Kathy , absent, no report

**Treasurer** – Shane – treasurer report submitted for review – all invoices received to date have been paid. Still waiting for some cheques to clear the account. Discussion on the benefit of using an outside bookkeeping service to review the books and ensure all items have been captured. Shane moved acceptance of the attached treasurer report, 2<sup>nd</sup> by Warren, motion carried.

**Registrar** – Evelyn – receiving emails from parents inquiring into when registration will open for next season. Looking at opening registration in early December, need to wait until after the registration fees are set. Parents have inquired if the association will be holding the “bring a buddy to the box” event again next year. The event was well received and those present are in favour of hosting this event prior to the start of next season.

**Head Coach 1** – Dale, absent, no report

**Head Coach 2** – Sean, absent, no report

**Referee Allocator** – Allison, no report

**Head Referee** – Rob, no report

**Equipment Manager** – Tyler, absent, no report

**School & Community Programs Coordinator**- George – Now that school has started back will reach out to the schools to initiate discussions. Rob suggested George reach out to Kat Gosling for assistance. Kat has previous experience in working with the schools in this capacity.

**Risk Management** – Kim, absent, no report

**Gaming** – Paul, absent, report attached

**Jersey Manager** – Julie, absent, no report

**Webmaster** – Stephen, absent, no report

**Booster** – Andrea, no report

**Head Manager** – Liz – has sent emails to the coaches regarding team awards and is awaiting confirmation of room booking for AGM

**Floor Allocator** – Lori, absent, no report

**Tournament Coordinator** – Jill – would like to form a subcommittee to start to plan for the 2020 tournaments. Looking at starting meetings in early December once the new executive is in place.

**Marketing Manager**- Lindsay, absent, no report

**PAC** – Ryan Craycroft, absent, no report

### Review of Old Business:

None

### New Business

Topic	Discussion/Action	Responsible
Floor Time Curling Rink	Lori has been in contact with the recreation centre regarding the rental of the curing rink floor – been offered 2 hours on Tuesday and Thursday evenings. The cost of the rental is \$50 /hour - formal contract has yet to be signed. Discussion on the use of the floor time suggestions included: bring a buddy to the box sessions, goalie training, off season training for the upper levels. Ryan and George will work with Nic Collison on the planning of the sessions and coordinating advertisement.	
Bylaws Review	Ryan will seek volunteers to review our policies and bylaws before our AGM	Ryan
Proposed changes to BCLA Minor Decorate Operating Policy	Ryan has asked that the executive review the proposed changes he circulated by email and send him any comments or concerns you have with the proposals prior to the BCLA AGM.	

Accounting Review	<p><b>Shane moves</b> to spend up to \$2000 plus tax for an accounting review of Juan de Fuca Lacrosse Association's financials to be completed prior to the AGM. 2<sup>nd</sup> by Warren.</p> <p>Discussion on the benefits of having an external bookkeeper view the financial records and how many years to go back over. The cost is \$2000 for 2019 financials and \$1500 for each previous year. Decision to include a review of the 2018 financial statements.</p> <p><b>Ryan moves</b> to spend up to \$3500 plus tax for an accounting review of the books for the 2018 and 2019 season. 2<sup>nd</sup> by Warren. Amended motion carried.</p> <p>All in favour.</p>	
Coaches Special Session Update	<p>Shane inquired into the rule of no hitting at the novice level and if this will continue next season. George shared discussions that took place at the coaches' special session – BCLA is looking at implementing the "place and push"/ no hitting at Novice level, similar to what is currently used on the island.</p>	

**Next Meeting:** November 5, 2019

**Meeting Adjourned:** 7:48pm

# Treasurer's Report

JDF Minor Lacrosse 2019 Budget & EVA Report – Revised				
REVENUE	Estimated	Actual	Last Update:	2019-10-01
Item	2019	2019	SEPT 01 Balance	Deposits to Date
General Account BALANCE sept 1 new season	0.00	9,480.14	9,480.14	0.00
Gaming Account Balance sept 1 new season	0.00	42,259.73	2,867.50	39,392.23
PayPal/Scotia Account Balance sept 1 new season	0.00	9,107.23	9,107.23	0.00
Booster Account	0.00	8,901.20	8,901.20	0.00
Gaming Revenue	27,000.00	0.00	0.00	0.00
Gaming July deposit for next season	36,000.00	0.00	0.00	0.00
Registration Fees (exclude shorts) to Gen/Paypal Acct.	86,000.00	86,725.00	0.00	86,725.00
Shorts Purchase collected with Registration	3,020.00	3,440.00	0.00	3,440.00
Tryout Fees	4,230.00	4,230.00	0.00	4,230.00
Tournament Fees & Revenue	30,000.00	29,877.34	0.00	29,877.34
Rebates – Sport Assistance deposited to Gen Acct.	2,000.00	7,405.00	0.00	7,405.00
<b>TOTAL REVENUE</b>	<b>188,250.00</b>	<b>201,425.64</b>	<b>30,356.07</b>	<b>171,069.57</b>
		<b>Current Acct. Balance:</b>	<b>41,342.35</b>	

**Note:** Estimated Registration based on 70 MT , 73T , 80 Nov , 60 PW , 58 Ban, 50 Mid minus raffle fee  
Intermediate fees based on 20 players; Girls fees based on 18 players x median fees

Expenses	Estimate	Actual	Debits	Credits
Code # – Item Description	2019	2019	2019	2019
01 - Accounting & Legal	250.00	40.00	40.00	0.00
02 – Advertising & Promotions	5,000.00	2,561.72	2,561.72	0.00
03 - Booster	0.00	5,714.55	5,714.55	0.00
04 – Coach Clinics	3,000.00	2,860.00	2,860.00	0.00
05 – Courier & Postage	300.00	297.36	297.36	0.00
06 – Floor Rentals	45,000.00	35,551.34	41,951.09	-6,399.75
07 – Floor rentals- tryouts - Eagle Ridge/JDF	8,500.00	7,069.62	8,719.83	-1,650.21
08 – Fundraising Expenses	7,000.00	0.00	0.00	0.00
09 – Insurance- locker content	2,000.00	1,625.00	1,625.00	0.00
10 – Interest & Bank Charges	700.00	66.50	66.50	0.00
11 – Paypal fees	2,000.00	0.00	0.00	0.00
12 – Meetings - BCLA AGM Whistler	6,000.00	2,909.78	2,909.78	0.00
13 – Meetings - Officials	500.00	95.80	95.80	0.00
14 – Meeting room rentals	1,200.00	0.00	0.00	0.00
15 – Office Supplies	1,000.00	0.00	325.89	-325.89
16 – Player Sponsorship/Midget Bursary	2,000.00	4,000.00	4,000.00	0.00
17 – Photographer	3,500.00	2,128.00	2,128.00	0.00
18 – Miscellaneous Expenses – Island Meet & Team Trave	420.00	210.40	210.40	0.00
19 – Goalie Clinic & floor	0.00	0.00	0.00	0.00
20 – Registration Raffle Prizes	0.00	5,000.00	5,000.00	0.00
21 – Referee Training & Mentoring	2,000.00	0.00	0.00	0.00
22 – Referee Clinics, registration	3,000.00	2,965.78	2,965.78	0.00
23 – Referee schedule licence- arbiter	700.00	0.00	0.00	0.00
24 - Referees	20,000.00	14,515.00	14,515.00	0.00
25 – Registration Fees - BCLA-VIMLC	19,725.00	24,724.09	24,724.09	0.00
26 – Risk Management Expenses	400.00	70.00	70.00	0.00
27 – Storage Locker	6,000.00	7,843.60	7,897.85	-54.25
28 – Tournament Expenses Total	15,000.00	26,433.84	26,433.84	0.00
29 – Trophies and Awards	2,500.00	1,557.42	1,557.42	0.00
30 – Team Pages/Website	2,000.00	1,645.99	1,645.99	0.00

Gaming Report – October 1, 2019

All Raffle & 50/50 and any tournament gaming license reports have been completed and submitted to BC Gaming.

We continue to wait for feedback on Community Gaming Grant. This is the notice on the homepage: *“Due to high volumes, some Community Gaming Grant Sport Sector notifications have been delayed. Applicants will receive notice of their Sports Sector application over the next several weeks We apologize for any inconvenience.”*

I remain in process with transferring signatures at Scotiabank for the gaming account. Bonnie (Manager) and I are trying to find a mutually acceptable time this week. Stay tuned.

I have confirmed with Ryan, my willingness to remain in the gaming manager role for the 2020 Box Season.

Respectfully,

Paul Block – JDF Gaming Manager