

Board Meeting Minutes - Nov 19

Attendees: Shalane Marischuk, Haley Hegland, Kendra Greves, Cara Parks, Cristy Wilson, Max Dufour, Kayelene Kelly, Kelly Dinsmore, Rachel Jones, Tracy Larson, Gord Cox, Daelyn Takasaki

Regrets - Kurt Parks, Rob Burton, Trish Perverseff, Ben Storey, Marnie Nagy

1. Call to order - 5:59p
2. Approval of Oct minutes -Rachel Motions, Cristy seconds, approved
3. Proposals Submitted

a. Non Parent Coaches - Financial Support

Background - historically teams fund this - as the number of non parent coaches increase, what is the most reasonable amount and process to facilitate this - is there a proposal for this season - then necessary for the committee to propose policy? Haley

Gord - would like to support non parent coaches and women coming back to support the sport of ringette, are there grant or sponsor opportunities to support this financially.

We have to be consistent, if any team has a non parent coach - the support should be the same. If the head coach is the only female, is that different than an assistant coach?

Kelly - would like to see a cost share model between the association and the team.

DPD - not in support of LRA bearing full cost to support these coaches.

Strike a committee - Haley, Daelyn, Kendra, Kelly - Meet before Dec meeting and come back with a proposal and a budget template.

b. Referee Swag - Kendra

Background: Recognition and appreciation - 22 t shirts at approx \$30/shirt, or hoodies at \$44/ref + \$20 Shipping (preference is hoodies). GET RAB logo and OFFICIAL - total is \$1000 for hoodies, or \$567.00 for Tshirts, all 21 officials. Haley makes the motion for the LRA to pay for hoodies for all 21 officials, Daelyn seconds, all in favor.

- c. Digital feedback mechanism on website with certain categories gets directed to Pres/VP to give to appropriate portfolio-

Background: Make providing feedback as easy as possible for members - is it possible to set up a quick link on the website? Max says "depends on the cost" and the RAMP plug in capacity.

Gord - from a simple phish it's possible to get the information about board members and emails and use. Can we fill in a form that is under each portfolio for submission vs. email and title.

ACTION:Max - take off all coach information from the LRA website, Kayelene - is there a RAMP Functionality that can be unchecked so that personal information is not listed on the LRA website.

ACTION: Gord/Max/Tracy - draft a form template - and post link to website - provide form template to the board prior to Dec meeting

Email Management - unique emails, or just a general info email that is manages all inquiries, Prior to the AGM and next group of directors - have a plan for emails for board members

- d. Year End Prep - Rachel

- i. Members pre read the proposals sent out by Rachel last week - please be prepared to choose between the 3 firms - we also need a new book keeper as the one we have had for 5 years is too busy now.

Compilation Engagement likely covers what we need - and we can add criteria (notes, etc), After meeting adjustment - given that MNP and Best and Roest currently sponsor our association it was felt that asking them to additionally deliver a service to our association was not a preferred approach - asking them to factor in bookkeeping and then email vote to follow.

- ii. Confirm year end date change, Kayelene suggest to have a special resolution at the AGM to change the year end date, to align with registration timelines - July 31

e. Concussion Protocol - Tracy

- i. Was brought up in Oct - is there a proposal for how to support LRA families with return to play or an awareness campaign -

RAB guidelines are setting the precedent- confirmed diagnosis as concussion. Every coach is required to take "making headway". Let's do an education piece that we can showcase to the membership.

1. Injury report form - **ACTION:** Kendra offers to do a injury form based on and then a process for coaches to submit. Haley will look for actual form that the coaches have in their coaches.
2. What is the strategy for people who can't get in to see a doctor, and can we create a process? Tracy & Kelly come up with a form?
3. **ACTION** - what are other sports doing to mitigate?

- f. Feedback on new jersey vendor - we need to order new jerseys this season - so if those aren't the ones who is the vendor?

Blue is the wrong pantone, number on the back is too high, number on front is too small, yellow is too busy.

Players bench jerseys (Horns) - this is the right pantone - what is the cost? They can create namebars

Shalane - Bowview - families pay for namebars, and hire a company to put name bars on and off.

ACTION: Collect survey data from existing new jerseys - Shalane

- settle on the design -
- Get price point and quality and sample from PB, Bert and Macs, BV?
- Gord and Cara bring the jerseys to next meeting
- Are we ordering jerseys for the entire association and what is the deadline?

Other items

- Member inquiry about surplus and association plan for responsible use of funds (Gord and Rachel). Can add Cap Ex Plans to Strategic Plan (Display case, digital screens). Add what registration covers on operational expense vs. capital expense. Current operational costs exceed revenues, residual gaming funds are contributing to "Surplus" - ongoing plan to spend this down (Jerseys for whole association, creation of legal mitigation fund, and additional suggestions that will take place this fiscal year.

- Policy Meeting update - Craig, Tracy, Kendra Y, Cara, Sue Kovach- there is a template that is being proposed using existing 7 required policies as per RAB - once Sue has a chance to dump it into the template the committee can evaluate.
 - Tracking mechanism for changes and updates
 - Looking at other associations for templates
 - All bylaws go through AGM
- Strategic Plan Meeting update - Sent out a survey to the board members. Meeting was okay - did the SWOT - the document has been shared - please take a look.

ACTION - please vote on the wording, take a look at the SWOT.

Round table - 3 min each portfolio

1. Equipment - Garment bags - did not purchase because the cost was high. This year when Shalane investigated and they were \$8-\$10/garment bag. Add to registration fees for next year?

ACTION - Shalane will source out a few options - then we will decide if the association can fund an inventory - and parents pay. Open B wants pants from the association - board says they buy their own, we can facilitate the order - but we don't pay, \$165.

Motion - Shalane motions to have an inventory of rattle bags and garment bags, hats, up to expenditure of \$5000, sold on a cost recovery basis. Haley seconds, everyone in favor.

2. Coaching - some of the coaches are struggling with parents/families, please be kind to your coach. Cristy will whip up a coach appreciation one pager
3. Refing - BBF - 108 games reffed, 14 evaluations conducted - very worthwhile. Feedback - thought the younger refs were doing well. One no show, refs appreciated breakfast at the hotel.
4. Fundraising - Cash for Christmas tickets, encourage people to pay upfront, each team collects team fee. Teddy bear fundraiser - huge success. Think about community initiatives - female hygiene product drive - Streets Alive? Carols at Seniors homes.
 - a. Where does a community engagement piece lie?
 - b. Sister teams within the association.
5. IT - none
6. Tournaments - Outline the committee responsibilities clearly from start to finish. Look for a co-director, there has to be a RAMP point person. Tournament Committee feedback - share with the board as well. Better understanding of the all the pieces that need to happen. D - will take the info to build a manual - is there admin volunteers that can tackle. The volunteer process is still not effective. Spring BB open first week of Dec. Include photo options for the tourney in the future.
7. Registrar - affiliate players submitted on the weekend. CORA/Open A forms due in Jan, awaiting AP, one new AS registered 2 weeks ago.
8. Secretary - no update
9. Treasurer - update above
10. VP U19s are doing Battle of the Sticks on Dec 23 - for Food bank Drive.

Kayelene motions to adjourn - 8;13P, seconded by Cristy, all in favor