



Tillsonburg Ringette Association

**Tillsonburg Ringette Association  
Agenda**

**Date: September 15, 2023 @ 7 pm**

**Location: Virtual on Teams**

**Members Present:** Jason Routley, Matt Freelen, Alycia Stier, Alicia Wilson, Jason Hughes, Melissa Hughes, Amanda Thorpe, Melissa Tunks, Wendy Tupper, Brad VanPuymbroeck, Scott Heath, Vanessa Alton, Ashley Jasper, Stephanie Heath

**Regrets:** Jessah Dieleman, Erin Todd, Erin Howse

**Guest:** None

**Rules of the Road:** One person to speak at a time. Limit side bar conversations. Be open to other’s perspectives this means: non-defending; Open to learning and being influenced; Open to differences; Think short term and long term; Have fun!

Agenda Item		Discussion	Action/By Who/By When
1.0	Welcome/Roll Call	Meeting called to order at: 7:00 pm First: Brad Second: Ashley	
2.0	Review of previous minutes/action items	Open Action Items from last meeting: <ul style="list-style-type: none"> <li>- Retrieve keys from inactive bench staff/consider having more keys cut <ul style="list-style-type: none"> <li>o In progress - \$20 per extra set of keys. Melissa and Brad will review upon confirming this years bench staff. Many sets returned.</li> </ul> </li> <li>- Team Specific Fundraising Form <ul style="list-style-type: none"> <li>o Discussed at bench staff meeting. Bench staff advised to email Fund-raising for approval for team specific fundraising</li> </ul> </li> <li>- Close lottery license and apply for this year’s license. Raffle Box. <ul style="list-style-type: none"> <li>o Remains outstanding. Jason and Melissa will discuss. Jason will close old license and Melissa will then apply for this year’s license.</li> </ul> </li> <li>- Adjust signing authorities <ul style="list-style-type: none"> <li>o Remains outstanding. Jason will complete.</li> </ul> </li> </ul> Approval of August Meeting Minutes: Wendy	

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		Second: Jason Hughes All in favour. None opposed.	
Standing Reports			
3.0	Public Relations	<ul style="list-style-type: none"> <li>• Nothing to report.</li> <li>• Discussed “coaches corner” to introduce/spotlight coaching staff</li> <li>• Discussed highlighting a sponsor of the week</li> <li>• Newsletter received well. Steph will work on October</li> </ul>	
4.0	Treasurer	<ul style="list-style-type: none"> <li>• August finances and Current account balances reviewed</li> <li>• Sponsorship checks have been received</li> <li>• Discussed healthy account balances while noting ice budget is higher this year due to extra ice obtained and RO fees higher due to increase in registrations and number of teams</li> <li>• Discussed fundraising funds anticipated and everyone in favour of exploring purchase of required equipment</li> <li>• Discussed keeping receipts for items purchased under WRRRA marketing grant (social media posts, sticks, printing costs for flyers)</li> </ul> <p>Motion to approve \$50 budget for printing flyers for bottle drive. Motion carried unanimously.</p> <p>Motion to approve Social Media paid adds for bottle drive out of marketing grant. Motion carried unanimously.</p> <p>Motion to Accept Treasurers Report: Melissa Second: Matt All in favour. None opposed.</p>	

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6.0	Referee in Chief	<ul style="list-style-type: none"> <li>Sep 24th Level 1 Officials clinic has 6 registered, but really need 8 to run the course. Will reach out to other associations. Ice time and room rental paid for by RO. Discussed promoting on social media to attract 14+ players looking to ref. St. Mary's now has a clinic as well which may be affecting out numbers.</li> </ul> <p>Motion to approve \$50 for coffee, water, snacks for Refing clinic. Motion carried unanimously.</p> <ul style="list-style-type: none"> <li>We were not approved for the \$1,000 coaching grant. For future, I don't think we should apply for the same grant 2 years in a row, as they like to spread winners around various organizations.</li> <li>Discussed number of home games and ref scheduling (+/-10 per team)</li> <li>Discussed needing to withdraw funds for home game Ref payment to distribute to team managers at bottle drive for first half</li> <li>Discussed needing all team ID's and passcodes for gamesheets upon receipt</li> </ul>	
7.0	President /Webmaster	<ul style="list-style-type: none"> <li>Picked up bunny sticks. Discussed a list of new registrants to track distribution. Jason H will get list to Brad.</li> <li>Picked up sponsor bars.</li> <li>Respect in sport – some families have yet to complete. Deadline Nov 30<sup>th</sup>.</li> <li>Discussed police check. Everyone needs one. Draft email to distribute to bench staff/volunteers.</li> </ul>	
8.0	Coaching & Player Development	<ul style="list-style-type: none"> <li>FUN2, FUN3 and U14 all set.</li> <li>U12 continue to work out kinks and appoint coaching</li> <li>National Coaches week – 5 free courses available through Coaches Association of Ontario</li> <li>Bench staff need to register in RAMP. Fee per volunteer is \$9.50</li> <li>Discussed goalie development. Need equipment to let kids try it out to attract interest in being a goalie. Will continue to need more goalies given # of teams.</li> </ul>	

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		<ul style="list-style-type: none"> <li>Discussed power skating. Mike Cormier reaching out to schedule. +/-30 per session. We have 2 hours weekly. Discussed allotting an hour to FUN2, FUN3, U12 and U14/U16 shared. Discussed alternating weeks to accommodate the four groups. Melissa will follow up with Jessah.</li> </ul>	
9.0	Equipment	<ul style="list-style-type: none"> <li>The Ringette Store – I went and met with them. She has the proper material to make the Tillsonburg pants. Proposing on sending an email to all TRA players and asking if they want pants. All specs and orders can be emailed to me and ill put in a bulk order end of next week. 6-8 week delivery. Discussed ordering extra in appropriate sizes to stock an inventory anticipating interest given that most registrants don't have Tillsonburg pants. All in favour. Brad will update the board upon receipt of final order and quote.</li> <li>Goalie Equipment – We could use a few more sets of pads and more blockers to accommodate the additional teams we have now. Source in Tillsonburg said around \$350 for pads and \$150 for blocker. Discussed communicating via social media, newsletter and word of mouth that TRA is interested in purchasing used equipment.</li> <li>Jason Hughes and I sorted through the jersey and delegated the cages and jerseys to certain teams.</li> <li>Is there a list of 'new to ringette' players so we can keep track of new sticks distribution. Jason H will create a list for Brad.</li> <li>Have purchased locks for each team cage. We have it set up right now that everyone has their own cage (minus Fun2). All teams should have a set of maroon and a set of white.</li> <li>Sponsor bars. Need to finalize a plan to get the Velcro sewn on the jerseys and sponsor bars. Alicia's family continues to volunteer to sew.</li> <li>Discussed rings and potentially needing to purchase more. Ringette Store sells them as a sleeve/box. Discussed offering each team a pack of new rings for home games/tournament warm up and using a communal supply of used rings for practices.</li> <li>Discussed portable shot clock in the event of using neighbouring community ice for games and as a back up to our current shot clocks. Brad will follow up.</li> </ul>	

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		<ul style="list-style-type: none"> <li>• Jason ordered more Bunny Jerseys (30) for a total of 80. Ready for the 30<sup>th</sup>. Returning players should already have a jersey.</li> </ul>	
10.0	Fundraising	<ul style="list-style-type: none"> <li>• Discussed plan to close old lottery license and apply for this years lottery license by the end of the month. Hoping to begin printing calendars in October.</li> <li>• Melissa has reached out to Domino's and Nikki re: pizza and beverages for bottle drive</li> <li>• Melissa and Wendy plan to meet to add coverage areas given increase in number of teams.</li> <li>• Upon confirming details. Ashley will create social media posts with drop off locations etc.</li> </ul>	
11.0	Banquet	<ul style="list-style-type: none"> <li>• April 20<sup>th</sup> at Lions Auditorium</li> </ul>	
12.0	Sponsorship	<ul style="list-style-type: none"> <li>• If everyone is good with the list I can organize the existing sponsor bars for each team and put them in their corresponding lockers. <ul style="list-style-type: none"> <li>○ Bunnies – no sponsor bars</li> <li>○ FUN2 Bond – Verne's Carpet One &amp; Coward's Pharmacy</li> <li>○ FUN2 Jacko – Remax Moving with the Morgans</li> <li>○ FUN3 Bryan – Rick's Carpet</li> <li>○ FUN3 Manary – Wellmaster</li> <li>○ FUN3 VanPuymbroeck – Service Master &amp; EnviroHaul</li> <li>○ U12 B – TA Thomson &amp; Erie's Edge Realty</li> <li>○ U12 Hughes – Speedy Glass &amp; Platinum Concrete</li> <li>○ U12 C – Howard Johnson &amp; Wellmaster</li> <li>○ U14 Hill – Phil Yeo Contracting</li> <li>○ U16 – independent sponsors</li> </ul> </li> <li>• All in agreement</li> </ul>	
13.0	Tournament/Major Events	<ul style="list-style-type: none"> <li>• Teams should register to tournaments as soon as possible. London has already closed registration. St. Mary's has opened their registration.</li> </ul>	

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14.0	Registrar	<ul style="list-style-type: none"> <li>• Reviewed updated registration #'s <ul style="list-style-type: none"> <li>○ FUN1 – 75</li> <li>○ FUN2 – 21</li> <li>○ FUN3 – 37</li> <li>○ U12 – 34</li> <li>○ U14 – 15</li> </ul> </li> <li>• Discussed payment for players who have been asked to move up. All in agreement that families will not be asked to pay the registration difference. Players will pay for package based on their age.</li> <li>• Discussed registration capacities/deadlines. Currently RO cut off is Nov 15<sup>th</sup>. <ul style="list-style-type: none"> <li>○ Discussed balancing desire to grow organization with providing quality programming given ice constraints. Discussed come try in the spring/early summer versus September given that this year we were already at capacity for many ages at time of September Come Try.</li> <li>○ Future solutions explored: requesting more ice time from the town; consider neighbouring town ice (Delhi, Belmont, Langton, Aylmer); discussed exploring promoting the sport and TRA in these areas as well; discussed determining # of team and player capacity based on ice slots prior to registration with the goal of capping registration/waitlist; discussed being transparent with registration deadline to encourage timely registration for planning purposes.</li> </ul> </li> </ul>	
15.0	Scheduler	<ul style="list-style-type: none"> <li>• Game time slots have been sent to the league. I did offer for FUN 2 to play games at the same time to help scheduling.</li> <li>• I only gave FUN 2 and FUN 3 Aylmer game ice so the travel shot clock is not a necessary purchase but we can discuss if we want to still purchase it if we need to do make up games or if we need it in the future</li> <li>• Discussed Tillsonburg SWIRL accessing unused ice time in Aylmer.</li> <li>• Tried to get everyone a full ice practice before games start.</li> <li>• Need to get an update on powerskating ice times so I can slot them in. I have left Monday nights 6:15-8:15 for this purpose.</li> <li>• April 20th has been reserved in the Auditorium for the year end Banquet</li> </ul>	

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		<ul style="list-style-type: none"> <li>Aylmer ice contract payments are due at the beginning of each month. Invoices are in the Google Drive folder</li> <li>Our contracts with the community centre in Tillsonburg are signed and due this week. I have returned Halloween Ice.</li> </ul>	
16.0	Vice President & Risk Management	<ul style="list-style-type: none"> <li>Acknowledges Melissa and Brad for their work on the ice this week. Jason further acknowledges the work of the executive team as a whole.</li> </ul>	
17.0	LTS & Adult League	<ul style="list-style-type: none"> <li>No report</li> </ul>	
18.0	WRRRA	<ul style="list-style-type: none"> <li>No report</li> </ul>	
19.0	WRRL	<ul style="list-style-type: none"> <li>Notes communicating important dates and substitution info distributed in chat. Melissa will communicate this with coaches.</li> </ul>	
20.0	WORL	<ul style="list-style-type: none"> <li>No report</li> </ul>	
21.0	New/Old Business	<p>Old Business: None.</p> <p>New Business: None.</p> <ul style="list-style-type: none"> <li>Safety note – ensure all doors are closed on the ice during practice/games</li> </ul>	
23.0	Next meeting date:	October 10 <sup>th</sup> at 7:00 at Community Centre	
24.0	Adjournment Time:	<p>Motion to Adjourned at 9:00</p> <p>First: Steph</p> <p>Second: Melissa T.</p>	