



**Tillsonburg Ringette Association  
General Meeting Minutes - SUMMARY**

**Date: May 2, 2018 6:30pm – 9:00pm**

**Location: Marwood Lounge**

Attending: Jenny Ratter, Jenn Corriveau, Sheri Rapai, Jessah Verhoeve, Tim Hurley, April Mullen, Nikki Vezina, Rina Van ham, Melanie Kennedy, Matt Barras, Lyle Recker

Guests:


Regrets: Kirstie Jones, Norm Harper, Lee Anne McKeever, Nathan Thom


Absent: Linda Mendonca, Annette Lindie

Agenda Item		Discussion	Action/By Who/By When
1.0	Welcome/Roll Call/Introductions	Circulate phone list	
2.0	Review of previous minutes/action items	<b>Motion: Accept previous meeting minutes: Passed</b>	
<b>Standing Reports</b>			
3.0	Treasurer	3.1 Report 3.2 Nevada Lottery - Discussion <b>Motion: Accept Report: Passed</b>	
4.0	Referee in Chief	<b>No Report</b> 4.1 Ref clinics – Discussion	
5.0	Webmaster	5.1 Ramp/Goalline migration - Discussion <b>Motion: RAMP App trial x 1 year and then renew based on feedback: Passed</b> <b>Motion: Accept Report: Passed</b>	Jenny to email Jason and Tim with electronic logos  People who want Ramp training: Jessa, Tim, Melanie, Nikki, Jason Jason to send training session details – will request for two dates Fridays are preferred.
6.0	Coaching and Player Development	6.1 Key collection -Discussion 6.2 Boston Pizza – Ringette Support - Discussion 6.3 Coaching/bench staff recruitment - Discussion 6.4 Coach development – Discussion	Boston Pizza meeting Nikki and Lee Anne to explore support options.

Agenda Item		Discussion	Action/By Who/By When
		<ul style="list-style-type: none"> <li>- Available Courses</li> <li>- Commitment for Compensation</li> <li>- Coaching Incentives</li> <li>- Online Application</li> <li>- Respect In Sports</li> <li>- Parent Responsibilities re Code of Conduct, Social Media, etc.</li> </ul> <p><b>Motion: Accept Report: Passed</b></p>	<p>Jenny to send parent email list to Nikki</p> <p>Revise Parent responsibility form.</p> <p>Jason/Melanie to add parent responsibility form to registration.</p>
7.0	Equipment	<p>7.1 Mailbox Installation - Discussion</p> <p>7.2 Key Holder List - Discussion</p> <p>7.3 Jerseys – Lockers, Condition &amp; Sizes - Discussion</p> <p>7.4 Shot clock - Discussion</p> <ul style="list-style-type: none"> <li>- Motion: Repair shot clocks, and purchase spare sirens: Passed</li> </ul> <p>7.5 First aid kits – Required Quantities - Discussion</p> <p><b>Motion: Accept Report: Passed</b></p>	<p>Matt to find out cost of new lock and keys and option of electronic/push button key pad</p> <p>Lyle/Tim: to make sponsorship letter for Matt</p>
8.0	Fundraising	<p>8.1 Lottery calendar – Discussion</p> <ul style="list-style-type: none"> <li>- Cost of Lottery License – 3%</li> <li>- Draw Dates, Number of Tickets, Prizes</li> <li>- Professional Printing Advantages and Cost</li> </ul> <p><b>Motion:</b> Sell in October/November with prizes in December. Make 1000 tickets. Use dollar amounts from sample picture. Distribute the dollar amounts for larger values before Christmas: <b>Passed</b></p> <p>8.2 Boston Pizza – Events - Discussion</p> <p>8.3 Past fundraising events review - Discussion</p> <p>8.4 Survey Monkey – Discussion</p> <ul style="list-style-type: none"> <li>- Parent email List</li> <li>- Feedback Process</li> </ul> <p>8.5 Fund-raising space -Discussion</p> <p>8.6 Dance in June – Discussion</p> <p><b>Motion:</b> Cancel June Dance: <b>Passed</b></p> <p>8.7 Car Wash</p> <p><b>Motion: Accept Report: Passed</b></p>	

Agenda Item		Discussion	Action/By Who/By When
9.0	Banquet	<b>No Report</b> Banquet Caterer – Discussion	Defer decision
10.0	Public Relations	<p>Matt: A big shout out to Jenny. Great job on the full front page tburg advertising, with the U19 team. Sponsors name mentioned many times, and tburg ringette, and of course, the girls are in the paper. Great publicity. Getting a positive response from the public. We need more free newspaper ads, throughout our season.</p> <p>10.1 Tillsonburg Home and Rec Show Booth - Discussion  10.2 Turtlefest - Discussion  10.3 Posters – WRRRA Advertising Grant - - Discussion  10.4 3 on 3 Ringette – Discussion</p> <ul style="list-style-type: none"> <li>- Registrations</li> <li>- Contact area Associations</li> <li>- Overall Cost and Location</li> <li>- Referees &amp; Schedule</li> <li>- Jerseys</li> <li>- Sponsorship specific to 3on3</li> </ul> <p>10.5 Tillsonburg Fair – Discussion  <b>Motion:</b> Do not attend Tillsonburg Fair: <b>Passed</b></p> <p>10.6 Community Center Booklet -Discussion</p> <ul style="list-style-type: none"> <li>- Historical Effectiveness</li> <li>- Deadlines</li> <li>- Ad Size</li> </ul> <p><b>Motion:</b>to place ad in booklet – Passed  <b>Motion: Accept Report: Passed</b></p>	<p>Jenn to follow up with U14 contacts.</p> <p>Miranda Davis and Krystal West sponsoring Jerseys</p>
11.0	Sponsorship	<b>No Report</b> Sponsor Picture Reprints - Discussion Walmart Sponsorship – Online – Discussion Corporate Tim Hortons v. Local Tim Hortons Sponsorship Matrix - Discussion	<p>Lyle to follow up with Lions club, and Tim Hortons</p> <p>Tim/Lyle to create sponsorship matrix, and letter</p>

Agenda Item		Discussion	Action/By Who/By When
12.0	TRA Tournament/Major Events	<b>No Report</b>	
13.0	Registrar	<p>13.1 The Ontario Ringette Association (ORA) membership - Discussion  13.2 Registration Opening - Discussion  13.3 Fliers/advertising – Discussion  - School Access for Flyers (Social Media)  13.4 Registration fees – Discussion  13.5 Forms needed on web site - Discussion</p> <ul style="list-style-type: none"> <li>- Medical release form</li> <li>- Code of conduct</li> <li>- Media release</li> </ul> <p><b>Motion: Accept Report: Passed</b></p>	<p>Treasurer to send check to Melanie.</p> <p>Jenny to send registration lists to Melanie</p> <p>Need list of schools/catchment areas. Tim/Sheri/Nikki/Melanie to help create strategy</p>
14.0	Scheduler	<p>14.1 Aylmer Ice - Discussion  14.2 Tillsonburg Community Centre Report - Discussion  14.3 Next year ice scheduling – Discussion  - Cancelled Ice Policy and Cost Savings  - Full Ice</p> <p><b>Motion: Accept Report: Passed</b></p>	<p>Wait until Sept to decide on full ice times once we know registration numbers/teams due/to us being able to cancel on short notice with complex.</p>
16.0	Vice President/Risk Management	<b>No Report</b>	
17.0	Adult Ringette	<p>17.1 Survey Monkey - Discussion  17.2 Format – Shiny v. Adult Learn to Skate – Discussion  - Ice Times  - Committee</p> <p><b>Motion: Accept Report: Passed</b></p>	
18.0	Learn to Skate	<p>Jersey Options &amp; Cost – Discussion</p> 	

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		 <p><b>Motion: Accept Report: Passed</b></p>	
19.0	WRRRA	19.1 Come try Ringette <ul style="list-style-type: none"> <li>- WRRRA want it to be run by sanctioned people on the ice.</li> <li>- WRRRA will send people (2-4) for free which allows parents to be freed up to talk with patients.</li> <li>- Will get a come try package signs.</li> </ul>	
20.0	WRRRL	No meeting yet.	
21.0	WORL		
22.0	Old Business		
23.0	New Business	TRA - Ontario Not for Profit Corporation - Discussion	
24.0	Next meeting date	June 6, 2018 06:30	
25.0	Adjournment	<b>Motion: Passed</b> Time: 9:47	

Minutes by: April Mullen