



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

**Date: June 6, 2018 6:30pm – 10:00pm**

**Location: Rotary Room**

Attending: Jenny Ratter, Jenn Corriveau, Sheri Rapai, Jessah Verhoeve, Tim Hurley, April Mullen, Nikki Vezina, Rina Van ham, Melanie Kennedy, Matt Barras, Lyle Recker, Lee Anne McKeever, Annette Lindie, Jason Routley

Guests:

Regrets: Norm Harper

Absent: Linda Mendonca, Kirstie Jones, Nathan Thom

| 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                               | <b>3.1 Report</b><br>3.2 Three on Three - Discussion<br>3.3 Goalline - Discussion<br>3.4 Nevada - Discussion<br>3.5 Ramp - Discussion<br>3.6 Bank Account changes - Discussion<br><b>Motion: Accept Report: Passed</b> | Three on three<br>7 ref checks to be made by Jenn for Sheri<br><br>Jenny to draft letter to change accounts.   |
| 4.0                     | Referee in Chief                        | 4.1 Ref clinics - Discussion<br><b>Motion: Accept Report: Passed</b>   | Jessah to send request to Denise Pelletier (ORA) to host   |
| 5.0                     | Webmaster                               | 5.1 Ramp/Goalline migration – Discussion<br>- Invoices<br>- Go Live Date<br>- Online Registration<br>- Team APP<br>- Email Aliases<br>- Summary Budget<br><b>Motion: Accept Report: Passed</b>                         | Tim to send policies, forms, and applications to Jason.<br>Jason to work on website this weekend (has 8 days to complete).<br><br>Jenn to provide 2017/18 fiscal year end summary budget to Tim before next meeting. |

| Agenda Item |                                 | Discussion   | Action/By Who/By When   |
|-------------|---------------------------------|--|---|
| 6.0         | Coaching and Player Development | <p>6.1 Coaching/bench staff recruitment - Discussion</p> <p>6.2 Player development – Discussion</p> <ul style="list-style-type: none"> <li>- Ice availability for clinics</li> <li>- Taylor Campbell wants to give back in any way she can, is in school and cannot help coach this year but in the meantime is willing to help give back in any way possible when home from school.</li> <li>- Summer Ice Options</li> </ul> <p>6.3 Policy - Discussion</p> <p><b>Motion: Accept Report: Passed</b></p>   | <p>Nikki/Tim to email blast to all previous Ringette registrants calling for coaching/bench staff recruitment/applications.</p> <p>Policies need final review. Tim to pdf the files and send to Melanie.</p>                      |
| 7.0         | Equipment                       | <p>7.1 Arena TRA Mailbox - Discussion</p> <p>7.2 Keys – Discussion</p> <ul style="list-style-type: none"> <li>- Missing Keys</li> <li>- Number of Keyholders Require Access</li> </ul> <p><b>Motion:</b> Purchase additional keys: <b>Passed</b></p> <p>7.3 Shot clock – Discussion</p> <p>7.4 First aid kit – Discussion</p> <ul style="list-style-type: none"> <li>- Sponsorship opportunity</li> </ul> <p>7.5 Equipment Room – Discussion</p> <ul style="list-style-type: none"> <li>- Remodel &amp; new benches</li> </ul> <p><b>Motion: Accept Report: Passed</b></p> | <p>Matt will order 12 keys.</p> <p>Lee Anne to ask pharm reps if they will donate any.</p> <p>Sheri, Tim, Jenny, Matt to meet and go through the items found in the equipment room after Turtlefest.</p>                          |
| 8.0         | Fundraising                     | <p>8.1 Lottery calendar - Discussion</p> <p>8.2 Boston Pizza – Discussion</p> <ul style="list-style-type: none"> <li>- Celebrity Server nights</li> <li>- Booster Nights</li> <li>- Earn back</li> <li>- Coupon Book Fundraiser</li> <li>- Bottle drive Donations</li> <li>- Team app</li> </ul> <p>8.3 Past fundraising events review - Discussion</p> <p><b>Motion: Accept Report: Passed</b></p>  | <p>Tim has lap top will give to Lee Ann to use for creating calendar in word.</p> <p>April will lead process/sales. Sherry to follow up with Sammy K.</p> <p>Lyle can get donation of hotdogs/buns. And ask about Portapotty.</p> |
| 9.0         | Banquet                         | <b>No Report</b>   |   |

| Agenda Item |                             | Discussion   | Action/By Who/By When  |
|-------------|-----------------------------|--|--|
| 10.0        | Public Relations            | <p>10.1 Turtlefest – Discussion</p> <ul style="list-style-type: none"> <li>- Location</li> <li>- Volunteers</li> <li>- 50/50 Draw</li> </ul> <p>10.2 Registration Posters – Discussion</p> <ul style="list-style-type: none"> <li>- Locations</li> </ul> <p>10.3 Three on three Ringette - Discussion</p> <ul style="list-style-type: none"> <li>- Equipment</li> <li>- Schedules</li> <li>- Registration Payments</li> </ul> <p>10.4 Community Center Booklet</p> <ul style="list-style-type: none"> <li>- Fall Booklet – Ad Size</li> </ul> <p><b>Motion:</b> Run Ad in Tillsonburg Community Centre Booklet ¼ page:<br/><b>Passed</b></p> <p>10.5 School Promotion - Discussion</p> <p><b>Motion: Accept Report: Passed</b></p> | <p>Need lottery license to support 50/50. Tim/Nikki to source.</p> <p>Jenn will provide \$75 float to Sheri.</p> <p>Need copy of insurance Jenny to provide (from ORA possibly on website)</p> <p>Lyle will donate tent.<br/>Nikki and Annette can set up,<br/>Annette will bring music</p> <p>Tim will bring truck for net etc.<br/>Sheri will do email/fb post re event.</p> <p>Additional signs made: bottle drive,<br/>other sign ideas forward to Sheri</p> <p>Sheri to ask if we can request placement of the advert (top right on an even page)</p> |
| 11.0        | Sponsorship                 | <p>11.1 Pictures for teams - Discussion</p> <p><b>Motion:</b> Purchase Frames for Sponsor Team Photos: <b>Passed</b></p> <p>11.2 Lions club - Discussion</p> <p>11.2 Fire station - Discussion</p> <p>11.3 Walmart - Discussion</p> <ul style="list-style-type: none"> <li>- Corporate Request Approved</li> </ul> <p><b>Motion: Accept Report: Passed</b></p>   | <p>Lyle meeting with Lions club to find out what is required to present.</p> <p>Tim to f/u with fire station.</p>  |
| 12.0        | TRA Tournament/Major Events | <b>No Report</b>   |  |

| Agenda Item |                                | Discussion  | Action/By Who/By When   |
|-------------|--------------------------------|---|---|
| 13.0        | Registrar                      | <p>13.1 Registration Opening - Discussion<br/> - RAMP operating Manual for Registration Site</p> <ul style="list-style-type: none"> <li>○ Logo</li> <li>○ Refund policy</li> <li>○ Medical waivers and policies</li> <li>○ Divisions</li> <li>○ Dates that registration starts/finishes</li> <li>○ Program bond hours</li> </ul> <p>13.2 Fliers/advertising - Discussion<br/> 13.3 Registration fees - Discussion<br/> <b>Motion: Accept Report: Passed</b></p> | <p>Jenny to send the age divisions, logos, and late fee language to Melanie and Jason.</p> <p>Melanie to send divisions to Nikki and Tim.</p> <p>Nikki will source a refund policy from other organizations and draft policy.</p> <p>Registration to start once web site is live.</p> |
| 14.0        | Scheduler                      | <p>14.1 Tillsonburg Community Centre Report - Discussion<br/> 14.2 Next year ice scheduling – Discussion<br/> <b>Motion:</b> Hold Bunnifest tournament (U8 and under) as a one-day tournament: <b>Passed</b><br/> <b>Motion: Accept Report: Passed</b></p>  | <p>Need to find cancelation policy for Simcoe.<br/> Jessah to book 3 weeks of ice time at other centres for practices.</p>  |
| 16.0        | Vice President/Risk Management | <b>No Report</b>  |   |
| 17.0        | Adult Ringette                 | <b>No Report</b>  | Tim to connect with Nathan.   |
| 18.0        | Learn to Skate                 | <b>No Report</b><br>18.1 Free months trial - Discussion   |   |
| 19.0        | WRRRA                          | <p><b>TRA is hosting regionals for the next two years.<br/> Tournament booked looking at ice contracts/locations (Aylmer, Langton, Delhi).<br/> 81 regional teams here over the course of three days. U8-adult.<br/> March 22, 23, 24, 2018.</b></p> <ul style="list-style-type: none"> <li>● All fundraising ideas have to be run by Nancy – Regional G&amp;T.</li> <li>● Need to create a Tillsonburg info bag.</li> </ul>                                    |   |

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|-------------|-------------------|--|-----------------------|
| 20.0        | WRRRL             |  |                       |
| 21.0        | WORL              |  |                       |
| 22.0        | ORA               | ORA awarded TRA with 35 years of service award. To be presented at the AGM Saturday June 9, 2018 at the Hilton Garden Inn, Toronto Airport.<br>ORA 2019 Eastern Canadian Ringette Championships will be hosted by the Oshawa Ringette Association April 18-21, 2019 U14AA, U16A, U19A, 18+ |                       |
| 23.0        | Old Business      |  |                       |
| 24.0        | New Business      |  |                       |
| 25.0        | Next meeting date | July 11, 2018 06:30 Location: Boston Pizza   | Lee Ann booking room. |
| 26.0        | Adjournment       | <b>Motion: Passed</b> Time: 10:00  |                       |

Minutes by: April Mullen