



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

**Date: July 11, 2018 6:30pm – 10:00pm**

**Location: Boston Pizza**

Members: Jenny Ratter, Sheri Rapai, Tim Hurley, April Mullen, Nikki Vezina, Rina Van ham, Matt Barras, Lee Anne McKeever, Annette Lindie, Jason Routley

Regrets: Jessah Verhoeve, Jenn Corriveau, Kirstie Jones, Melanie Kennedy

Absent: Lyle Recker, Norm Harper, Linda Mendonca

Guests:

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> 3.2 Nevada - Discussion - Additional Locations 3.3 50/50 – Discussion - Account allocation for Lottery License - Not For Profit Number 3.4 Monthly Liabilities – Discussion - ORA Fees <b>Motion: Accept Report: Passed</b>	Nikki to update at next meeting re. Nevada.  Tim is going to try and trace TRA number through the town.  Jenny to confirm ORA fee was paid
4.0	Referee in Chief	<b>No Report</b>	
5.0	Webmaster	- Double emails through RAMP – Discussion - Mail Chimp – Discussion - Website access for posts – Discussion <b>No Report</b>	Jason to show Tim “smarter email” RAMP  Jason to create file storage login/password and email to exec

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6.0	Coaching and Player Development	<p>6.1 Coaching/bench staff recruitment – Discussion</p> <ul style="list-style-type: none"> <li>- Coaching applications</li> <li>- New rules coming from 2018/19 ORA</li> </ul> <p>6.2 Coach/player development – Discussion</p> <ul style="list-style-type: none"> <li>- dry land facility audit</li> </ul> <p><b>Motion: Accept Report: Passed</b></p>	Nikki to summarize new ORA changes for 2018/19 in her report for August
7.0	Equipment	<p>7.1 First Aid Kits – Discussion</p> <ul style="list-style-type: none"> <li>- IDA pharmacy in Tillsonburg – will donate first aid</li> <li>- First aid station created in the equipment room</li> </ul> <p>7.2 Mailbox – Discussion</p> <p>7.3 Game sheets – Discussion</p> <p>7.4 Shot Clocks – Discussion</p> <p><b>Motion: Accept Report: Passed</b></p>	<p>Tim to provide LeeAnne with sponsorship letter.</p> <p>Matt to repair one siren.</p> <p>Matt to get prices for Plexiglas for shot clock</p>
8.0	Fundraising	<p>8.1 Lottery calendar – Discussion</p> <ul style="list-style-type: none"> <li>- Printing Quotes</li> <li>- Calendar Design</li> </ul> <p>8.2 Boston Pizza – Discussion</p> <p>8.3 Fundraising/promotional events – Discussion</p> <ul style="list-style-type: none"> <li>- Canopy Quotes / Logo</li> </ul> <p>8.4 Norwich Nostalgia Days – Discussion</p> <ul style="list-style-type: none"> <li>- 50/50 winner donated full winnings</li> <li>- Municipality rules were different than Tillsonburg</li> <li>- Promoting the sport was successful</li> </ul> <p>8.6 Food sales/fundraising – Discussion</p> <ul style="list-style-type: none"> <li>- Elmira Chicken</li> <li>- North County Fundraising- meat and seafood</li> <li>- JTK meat in Vercholye.</li> <li>- Target for February.</li> </ul>	<p>Put forward motion to purchase at Aug meeting.</p> <p>LeeAnne to give sponsorship letter to Boston Pizza</p> <p>Tim to see if we can get a name put on a canopy.</p> <p>Nikki to ask JTK for fundraising options.</p>

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		8.7 Ringette Promotion/fundraising – Discussion - events and dates in Tillsonburg and Area - volunteer event calendar at the beginning of the season - Newsletter - Straffordville watermelon fest: one day event August 25. - Simcoe fair - Harvest fest Delhi - Sobey's BBQ on dollars days <b>Motion: Accept Report: Passed</b>	LeeAnne to build a calendar of events.  April to call Wendy at Sobey's to see if they will allow a BBQ and deliver a sponsorship letter.
9.0	Banquet	<b>No Report</b>	
10.0	Public Relations	10.1 Community centre book – Discussion 10.2 Amateur Sports Paper – Discussion 10.3 Portable Banners – Discussion <b>No Report</b>	Tim and Sheri writing an article  Tim/Sheri to work on design and get quotes.
11.0	Sponsorship	11.1 Report <b>2018/19 Sponsorships - Discussion</b> Wal-Mart, Legion, Erie's edge 3 on 3, Davis Land and Grain 3 on 3  <b>2017/18 sponsors - Discussion</b> Legion, Erie's Edge, Hurley's, Back in Motion, Your family Pet Centre, Marc's Gas  Laurier and NRL games could be used to promote sponsorship and promote ringette  11.2 Sponsorship Matrix/Letter – Discussion Remove individual level sponsorship this year, consider for next year. Team level sponsorship Add in kind sponsorship to matrix TRA level sponsorship 11.3 County Grants -Discussion New Sponsor Interests to be Sent to Lyle	Tim to revise sponsorship matrix  Matt to contact community centre re. permission for clock shot sponsorship.  Tim to follow up with the mayor.

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12.0	TRA Tournament/Major Events	Nothing to Report	
13.0	Registrar	13.1 Registration Opening/web site Registrations and Bond Cheques - Discussion RAMP Tracking options - Discussion Bond hours - Discussion	Tim to check is on line payments operational. Tim to investigate tracking of volunteer/bond hours on-line.
14.0	Scheduler	Nothing to report	
16.0	Vice President/Risk Management		
17.0	Adult Ringette	Intermural adult -Discussion Monday nights Oct – March would be approx. 25 ice times. Leader / Convener options - Discussion	Jason/Melanie would need to add this option to the registration / website.
18.0	Learn to Skate		
19.0	WRRRA		
20.0	WRRL		
21.0	WORL		
22.0	Old Business		
23.0	New Business	Email phishing scam – Discussion  Exec Meeting Attendance Policy – Discussion  Welcome to Ringette Pamphlet – Discussion  Photos for the website – Request from membership	Sheri to draft

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		Permanent records – Discussion  Registration payment plan - Discussion <ul style="list-style-type: none"> <li>- Offer 3 installments July/August/Sept</li> <li>- Registration must be current and paid, bond cheques must be received prior to being on the ice.</li> <li>- Jump start – Discussion</li> <li>- Individual Financial Requests - Discussion</li> <li>- Late fee applies to late registration after July 31<sup>st</sup>, this is separate from payment plans.</li> </ul>	
24.0	Next meeting date	<b>Next meeting is deciding on teams which is time intensive.</b> <b>All to submit their standing reports and action item updates as there will be no discussions.</b>  <b>Date: Thursday August 16, 2018 at 6:30</b> <b>Location: Boston Pizza</b>	<b>Melanie to send out registration information one week in advance of meeting</b>
25.0	Adjournment	<b>Motion: Passed</b> Time: 10:00	