



**West Ottawa Ringette Association (WORA)
Annual General Meeting (AGM)
May 14, 2015**

Location: Stittsville Legion

Time: 7:05 pm

Executive in Attendance:

Leigh Anne Sinclair (President), Jennifer Carroll (Vice President), Barry Gorham (Competitive Coordinator), Cynthia McMinn (Recreational Coordinator), Greg Thomas (Treasurer), Liz Abbott (Director of Logistics), Melanie Mathers-Côté (Director of Administration), Mandy Van Vliet (Registrar), Alison Press (Director at Large), Debbie Roberts (Secretary)

Members in Attendance

Please see attached sign in sheets.

Actions & Motions have been added to the WORA Executive Register maintained by the Secretary.

Agenda:

1. Call to order – introduction of the Board
2. Acceptance of the Agenda for the 2015 AGM
3. Acceptance of the Minutes from the 2014 AGM
4. Report of the Directors
5. Financial Report
6. Election of Directors
7. NCRRL / ERRRA Update
8. New Business
9. Draw for Free Registration
10. Adjournment

1. Call to Order

It was acknowledged that we had quorum and Leigh Anne Sinclair called the meeting to order at 7:05.

Leigh Anne Sinclair thanked members for attending and introduced the Board of Directors.

2. Acceptance of the Agenda for the 2014 AGM

Leigh Anne Sinclair reviewed the Agenda for the meeting.

MOTION by Alison Press to accept the agenda for the AGM meeting. Seconded by Colleen Albert. Vote in favour. Motion carried.

3. Acceptance of Minutes of 2014 AGM

MOTION by Leigh Anne Sinclair to accept the 2014 Minutes of the AGM, with amendments. Seconded by Liz Abbott. Vote in favour. Motion carried.

Leigh Anne Sinclair noticed that the Registration refund needed to be amended from last year's minutes to the information below.

Withdrawal Date	Registration	Registration Refund	Administration Fee	Refund Provided
Before September 15th	\$525	\$525	\$40	\$485
September 15th to November 15th	\$525	\$400	\$40	\$360
After November 15th \$525	No refund is provided.			

ACTION: Debbie Roberts will modify the Registration Refund amendment and repost the 2014 AGM minutes to the website.

4. Leigh Anne briefly reviewed the highlights of last year's season.

2014-2015 season's highlights:

- Registration remained stable at 309 players. We had 19 teams plus the bunny program.
- Goalie Skills Development Program – Thank You Colleen Moore and also to the many senior goalies who helped in making this program a success!
- We received a lot of positive feedback from the younger aged players and families who participated in the goalies skills sessions.
Holiday Little mentioned she had heard there may be goalie coaches assigned to each team next year? Colleen has recommended this for next year, to try to get a parent/older goalie player to take on the role of a goalie coach for each team to be able to help develop goalies.
This program will continue next season but with a greater number of teams projected for next year we will need to wait for our ice allocations to see if we can manage on our own or go to an outside source. At the moment we are in talks with CHDC on Iber Road.
- 2015 West Ottawa tournament hosted 65 teams from Ontario, Quebec, Nova Scotia. West Ottawa had 7 teams receive medals! We had 123 games over 12 divisions. We are hoping to get more local ice this year for our tournament. A question was asked as to why we had a lower net total from this year's tournament. Leigh Anne said we had less corporate sponsors; ice costs were different this year; referee fees were higher.
The coaches' game was very successful again this year so we hope to include it again next year.
- "Discover Ringette" program – Using funding provided through a 2 year grant from the Ontario government, WORA developed a new equipment loan program for young players and we used some of the funds to offset our Come Try events. We now have 26

sets of loaner equipment for beginner players in bunnies or first year novice. We offered a Come Try Ringette session in September and on May 2nd, 2015. This last session had 34 players coming out to see what ringette was like.

- GSC Powerskating /Dryland program continues to be successful.
- Four U19AA West Ottawa players, who played for Nepean Belle AA this season, won Gold at Nationals! Congratulations!
- U19A and U16A teams participated in LRQ league this past season.
- Updated the Association Bylaws to comply with the Non-Profit Act.
- Goalie Rebate program (1st year goalies get a full rebate, then other goalies get a \$250 rebate if they have their own equipment) and the Goalie Incentive Program (Booster Juice gift cards and pizza parties) continues to be successful.
- Registration Refund Policy was simplified.
- The first ever "Rob MacKean award" was handed out this year to Novice Coach Carrie Lindsay.
- Eastern Region Grace Kelly Award "Volunteer of the Year": This is the first year for this award as well and Barry Gorham was the well-deserving recipient of this award.
- Four New Board members this year! Most board members taking on new roles...lots of hard work on everyone's part...Thank you all for your efforts.

Rich Wyatt said that at next week's NCRRL AGM, they will be asking opinions about Junior A & Belle A playing in the LRQ league.

ACTION: Leigh Anne Sinclair will solicit input from last year's coaches about being part of the LRQ to share with Rich Wyatt before this Thursday's NCRRL AGM.

**** completed-** Junior A coach replied to email request with pros and cons of LRQ.

Brian Turner said some comments he heard were that the Quebec teams weren't impressed with the drive to Richmond for their games. Liz Abbott replied that most of our LRQ games are played at GRC on Saturdays. It would depend if it were a day with a double header, since our Sunday ice time is usually at Richmond.

Hilary Dozois asked if there would be two 20 min periods this upcoming season for the local LRQ games for Junior AA. Liz Abbott said that our ice availability is limited so it will remain status quo.

Rich Wyatt said he would ask Mike Lester about whether or not it would be a package deal that if the Belle A team plays for the LRQ, would the Junior A team also have to play for the LRQ? Last year, teams in the NCRRL were in favour of playing in the LRQ and seeing what it would be like.

Barry Gorham said that this upcoming season there may only be 4 teams in our region so it would be beneficial to be a part of the LRQ so that there would be more teams to play against, which would help to further develop the players and their skills.

Goalie Skills Clinics / Player Development Clinics

West Ottawa Ringette will continue with our goalie skills clinics next season as we look to encourage and train new goalies for the future. Due to limited ice, we are looking into working with CHDC to host goalie clinics.

West Ottawa will be looking to have more player development programs with the NRL and AAA teams in the upcoming season. Funds will be allocated for each team to have these players come to their practices and work with the girls and coaches.

E2E Registration System

West Ottawa Ringette has moved to a new registration system for the upcoming season. This will allow for online payments using paypal and credit cards payments.

All costs and extra fees will be absorbed by the association in the first year and reviewed for the 2016/2017 budget.

Hilary Dozois asked about registering players for Belle AA and if she registers and her daughter makes the Nepean AA team, will she get the full refund? The answer is yes, the player will be refunded in full if they are not playing for WORA.

All returning WORA players have until May 31st, 2015 to register before we open the list to new players as well. Some divisions may need to be waitlisted to avoid having large teams like last year. The waitlist will start at 15 players. Early bird registration rate ends June 30th.

If anyone has feedback or comments, Mandy Van Vliet, our Registrar, welcomes it as we work through our new registration process.

The Loblaw's Grocery Card program is being updated as follows:

Grocery card payments will be a direct withdrawal transaction at the 1st of the month from October 2015 thru March 2016. Everyone participating in the program will complete an application form and submit one void cheque to the treasurer to create a debit withdrawal. More details will be sent to families in June 2015.

In order to manage the use of our ice more efficiently, U19 Belle B teams will receive half the number of hours in their baseline ice allocation.

Once teams are set, each U19 Belle B team will receive a credit equivalent to \$95 x the number players on the team to compensate for the reduced baseline ice. This credit will be issued to the team in March after total ice allocations have been verified.

U19 Belle B teams can also get "extra" ice beyond their baseline from the Association **but at the end of the season will be settled with the credit as per above.**

Belle teams for Fall 2015

A discussion took place regarding the composition of Belle teams and which levels WORA would ice in the fall: Will there be two Belle A teams and 1 Belle B? Or one Belle A team and 2 Belle B teams? Why doesn't WORA have a Belle AA team?

From the survey sent out in January by our Competitive coordinator, only 25 people responded and there were not enough committed players to run a WORA Belle AA team. Once tryouts run their course, we will see the number of players who are committed to play each level, and will be able to create teams from there.

In response to a question as to why our region doesn't do Belle tryouts until fall, Barry Gorham mentioned that other regions host tryouts in the spring due in part to losing girls to hockey, which is not as much of a concern for our region. Most of the kids in the other regions stay there for school, whereas we often have a lot of players who leave for other post-secondary institutes, and their plans are not yet solidified in the Spring.

Website

We had looked into changing our system over to Goalline, but found that they did not provide everything we needed. We will be updating our West Ottawa website for the upcoming season and have chosen to use E2E for our registration system.

5. Logistics Report – Ice (Liz Abbott)

- New ice scheduler, Derek Couturier, did a fantastic job in his rookie year!
- First year of using baseline of 28 ½ ice practices and paying for practices over baseline
 - 3 teams received a rebate for not having the baseline
- Although practices have always been tracked, it was very time consuming because coaches were concerned they would go over the baseline and needed to be reassured they would be ok
- Website improvements over the summer include system generated reports for team practice totals

Next Season:

- We would like to set a competitive team fee for extra ice with a guaranteed number of practices. However, because we are unsure of our ice allocation from the City for the upcoming season, we will continue with the same model as we used this year.
- Rich Wyatt stated that one reason we did this for competitive teams is to allow the teams to have more flexibility to purchase extra ice elsewhere. The problem with this is that we could be putting the Association at risk of losing hours due to the number of hours of ice which were returned this year when teams chose to go elsewhere for ice time instead of using WORA ice. Ice is first offered up to other WORA teams before it is returned.
- When the contracts for the upcoming season are received, the ice allocated to us will be reviewed and we will decide at that time if we will adjust the competitive model.
- An un-precedented amount of ice went blank this season. The major reason was the NCRRL did not have games beginning when it was anticipated to begin. When the schedule came out, we could not return the ice. Many teams doubled up on practices but we lost about 14 hours of ice because of this. Rich advised Leigh Anne to make sure that this fact is included in the ERRR report to provide them the feedback.
- Mrs Dippel asked why their team received a rebate this year from less ice usage and she questioned why their team was not able to get more ice before playoffs. Their team would have used the ice to have more practices. Liz explained that they would have been offered ice. Alison clarified that the fact that the rebate would have been based on the ice was not used was based on the entire season, not just the end of the year. Many teams took less time at the Christmas holiday break, resulting in ice being returned during this time period.
- Concerns in previous years were that rec teams are subsidizing competitive teams. This is why we adopted the new ice model this year.
- Brian Turner asked if there could be a proposal to the NCRRL to see about having a round robin next year. If playoffs could be finished before March break, it would be better.
- Rich Wyatt said the only way this would work would be to create a shorter regular season.
- Liz Abbott mentioned that next year we will have 3 weekends taken with AA & A provincials then Easter weekend so it may be even harder to schedule NCRRL playoffs than it was this year.
- NCRRL did not have games the first weekend of the playoff season and although teams received multiple practices, it still resulted in us blanking approx. 13 hrs of ice that weekend.
- We are hoping in the upcoming season that the City does follow through on its earlier discussions and allocate us extra weekly hour(s) now that the new Minto arena in South Barrhaven is open.

Logistics report: Equipment (Liz Abbott)

- Ray Quintal is stepping down after several years as our Equipment Co-coordinator. He improved our inventory tracking and help set some of our standards for equipment inventory. He worked tirelessly during equipment handouts and returns. He was always available for team requests. *Thank you Ray, from the membership, for all your hard work!*
- Announcing New Equipment Co-ordinator: Kevin Roberts
- Kevin stepped easily into the role this year and worked alongside with Ray. He has already helped with improvements to the storage locker, stocking inventory and with all the equipment handouts and returns. *Thank you Kevin!*
- Bunny loan kit was successful as well, with 25 of 26 kits loaned out this year.
- We will need to purchase another set of novice jerseys. We will also need to get goalie equipment for the novice players since equipment is mandatory this year for U8.
- Brian Turner asked about pinnies and loaning them out to teams. Liz said we don't lend them out because we don't have enough to lend to teams. We also need them for tryouts and sort outs, and some have already gone missing.
- We will be purchasing more goalie equipment to ensure that teams have sufficient equipment to foster multiple goalies.
- Two new sets of jerseys still need to be purchased for the upcoming season – one petite and one novice.
- Team jerseys are being inspected for repairs and/or replacements.
- Team equipment returns were very slow although numerous sessions were offered.

6. Goals for Recreational Teams: Cynthia McMinn

- Goals for the recreational teams are to develop their skills and to enjoy their season of ringette.
- We have a new novice convenor: Welcome Brian Turner! Thanks to Carrie Lindsay for all of her hard work!
- We will only be running Skills Matrix in the Fall. We now have 3 years of results, and we should be mapping out what we need to develop based on these results.
- Capping teams: We tried to cap at 14 for this year, but had a team over this number. Next year, we anticipate needing a cap. It will be 14 players per team. Players will be waitlisted.
- With U12 Regional teams, will it be addressed when teams will be tiered at the regional level as well? Rich Wyatt said the guidance comes to the ORA as to whether or not teams are tiered. Rich requested any feedback could be sent to him or to Leigh Anne Sinclair or Barry Gorham. It was mentioned that it is an interesting anomaly that they tier the competitive teams, but not the rec teams for U12 and above.

7. 2014/2015 ASSOCIATION AWARDS:

LOUISE E. HALLOWAY AWARD "volunteer of the year": **Colleen and Ron Moore**

MARY GREEN AWARD "outstanding service and dedication": **Jackie Banning**

ROB MACKEAN AWARD "Novice coach award": **Carrie Lindsay**

NOVICE LEADERSHIP AWARD "inspiring others to excellence" : **Laura Burke and Erin Dippel**

RUTH BAKER AWARD "Belle Leadership" : **Hanya Wyatt**

J.D.GREEN AWARD "to the team who demonstrates true team spirit": **U14 Tween B and U9 Côté (white)**

8. President – Leigh Anne Sinclair

Thank You!

- Team Staff and Parents for all the hours you devote
- Special thanks to all our Coaches in Training this year
- Special Thanks to our Coordinators & Convenors
 - Bunny On-Ice Coordinator -Carrie Lindsay and Cathy Wyatt
 - Novice Convenor -Carrie Lindsay
 - Ice scheduler - Derek Couturier
 - Coaching Coordinator – Colleen Moore
 - Goalie Skills Coordinator – Colleen Moore
 - Tournament coordinators - Leigh Anne Sinclair and Liz Abbott
 - Equipment Manager – Ray Quintal and Kevin Roberts
 - Grocery card coordinator – Lee Crawley
 - Statistician and game sheet collection – Brian McBride
 - Referee in chief – Brian Sime
 - Public Relations coordinator – Debbie Roberts
 - Banquet Coordinators – Melanie Mathers-Cote & Catherine Court (junior) and Alison Press (senior)
 - Webmasters – Kevin Meek and Greg Thomas
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9. Referee in Chief:

THANK YOU TO BRIAN SIME!

After 10 years as Referee in Chief for West Ottawa Ringette, Brian has decided to retire from the position. We would like to thank Brian for his many years of dedication to the association in the role of Referee in Chief. We wish him all the best and look forward to seeing him at the rinks.

NEW REFEREE IN CHIEF:

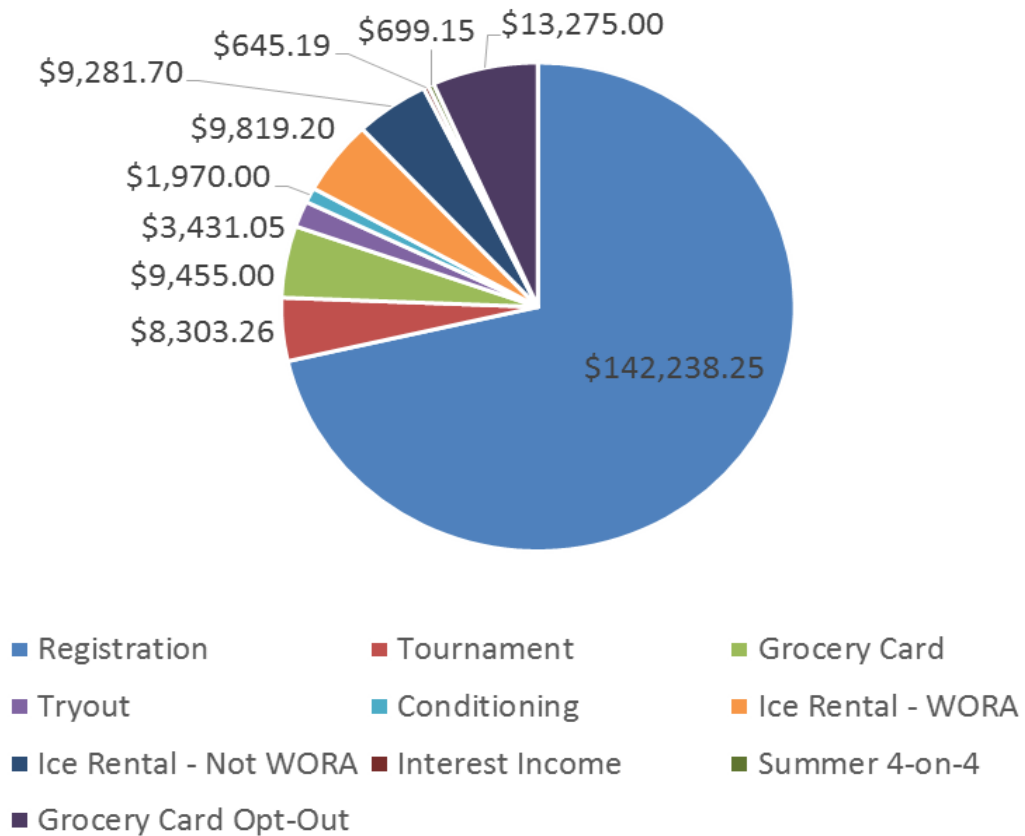
West Ottawa is happy to announce that Brenda Clarke has volunteered to be our new Referee in Chief. Brenda is a CI trained ringette coach, a trainer and a player for many years. She has diverse experience in refereeing in both broomball and ball hockey. She became a ringette official last season. She loves ringette and looks forward to the role of Referee in Chief for West Ottawa for many years to come. Thank you Brenda! The association looks forward to working with you!

10. Financial Report: Greg Thomas

Greg presented the 2014 financials and the 2013 Financials, prepared by van Berkom & Ritz.

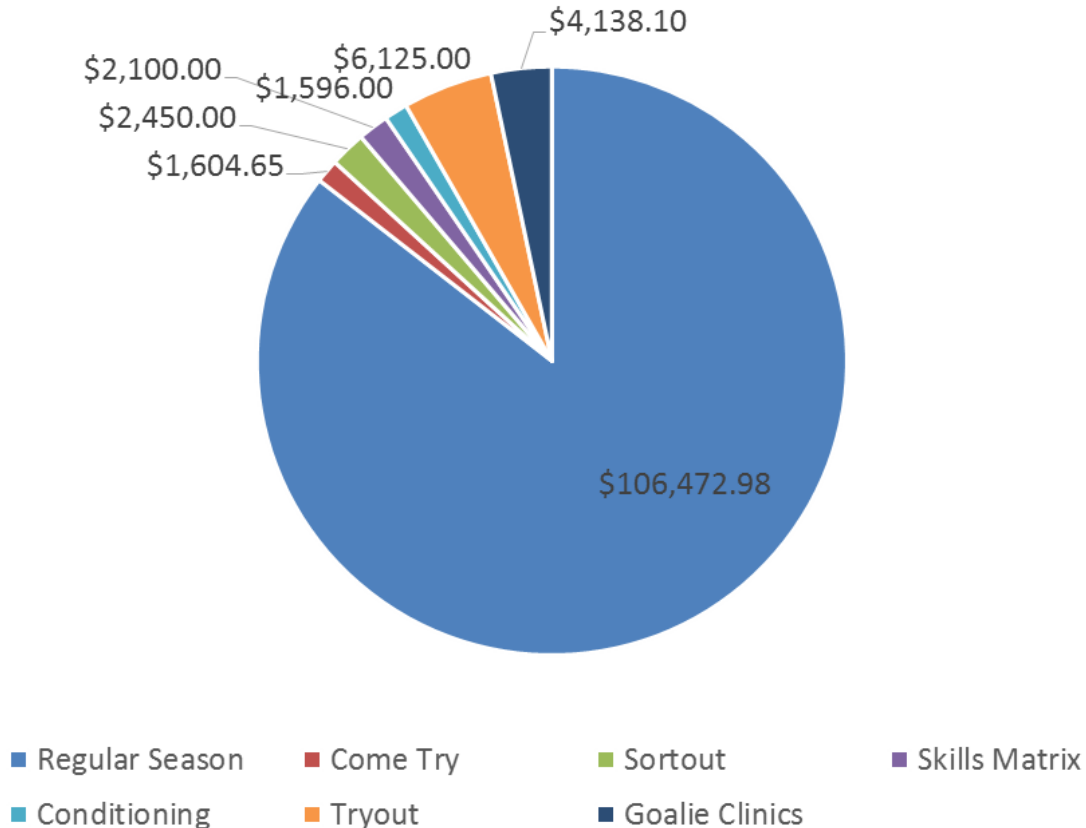
Revenue Highlights

- Registration and Grocery Card fundraising program / opt out provide the bulk of the revenue
- Tournament continues to be an excellent fundraiser for the Association



Expense Highlights

- Ice remains the biggest cost to the organization
- Investments
 - Survey Monkey
 - E2E/Paypal Registration
 - Skills Development
 - Board Equipment – Projector/Screen
 - Content Insurance for storage locker



New Budget Expense Items in the 2015/2016 Budget

- Paypal/E2E Registration Systems
- Grocery Card Direct Debit Withdrawal
- Website Development Upgrade
- Advertising for Tournaments
- Continued Skills investment – Goalie/Player Clinics/Non-parent Female Coaches
- Expected increases in Dryland and Ice Programs

We forecast 21 teams plus goalie clinic sessions for next season so we will need to be able to ice 22 teams. Our ice costs will be higher next year because of this and also City Ice went up 2% as of May 1st. We hope to change the website to make it more user friendly. We are looking at purchasing more advertising equipment for the association. Next year, we will need to pay for school usage for dryland.

MOTION by Greg Thomas to accept the May 31, 2014 Notice to Reader prepared by van Berkom & Ritz. Seconded by Rich Wyatt. Unanimous vote in favour. Motion carried.

MOTION by Greg Thomas to appoint van Berkom & Ritz as our external accountants for the year ending May 31, 2015. Seconded by Rich Wyatt. Unanimous vote in favour. Motion carried.

Greg revamped the financial statements to break down many of the items into smaller categories. Tonight's budget presents totals to date. There will still be a few changes as expenses are all accounted for at the end of the year. Greg explained the main highlights of the budget. Next year we are forecasting at running at a loss.

ACTION: Greg Thomas will amend the Ottawa 67's income in the 2016 budget.

MOTION by Greg Thomas to approve the 2015-2016 Budget, with the amendment to Ottawa 67's income in the 2016 budget. Seconded by Hilary Dozois. Unanimous vote in favour. Motion carried.

11. Election of Directors

Leigh Anne Sinclair explained that our Board is comprised of 10 directors and the directorships are 2 year terms, staggered so that 5 seats are up for re-election each year.

As per our by-laws, the membership elect volunteers as directors although not into specific positions. When the group of directors get together for their first meeting, they will appoint people into the various roles that need to be filled based on people's interests and talents. The directors operate as a team and the focus is on getting people who are committed to working in the best interest of the whole association and all of our players. All the positions require a fair amount of work. This is why we encourage potential board members to come forward in advance so they can learn what's involved with what they are getting into.

This year there are 5 seats up for re-election, and they are currently held by Leigh Anne Sinclair, Jennifer Carroll, Liz Abbott, Melanie Mathers-Côté & Cynthia McMinn.

MOTION by Rich Wyatt to declare 5 seats on the Board of Directors as vacant. Seconded by Barry Gorham. Vote in favour. Motion carried.

Rich Wyatt nominates Cynthia McMinn and Melanie Mathers-Côté as candidates for re-election. This was seconded by Alison Press. Both nominees accepted their nominations.

The following candidates had made themselves known to the Board in advance of the AGM – Barb Nairn & Abi Sills.

Leigh Anne Sinclair nominated Barb Nairn and Abi Sills and asked each individual if she accepted her nomination. This was seconded by Cynthia McMinn.

Barb Nairns and Abi Sills both accepted their nominations.

Leigh Anne Sinclair then solicited further nominations from the floor. There were no interested parties.

Given that 5 seats were vacant, and 4 candidates were nominated, all nominations were acclaimed to the Board of Executive. There is still one vacant place if anyone would like to still join.

7. Update on ERRA/NCRRL matters – Leigh Anne Sinclair

Leigh Anne gave highlights from the ERRA and NCRRL AGMs which were held recently:

- ERRA Updates
 - Rule change year in 2105/2016
 - Second set of skills matrix do not need to be submitted for U12 and Novice levels.
 - AAA Challenge Cups – Ottawa, Kingston, St. Mary's. We have 4 WORA Belle AA players who have made the AAA team this year. Congratulations to these girls!
 - Ontario Winter Games date and location not yet determined.
 - NCRRL Updates not available as the AGM will be held May 21st.

- Canadian Ringette Championships will be held April 3-9, 2016 in London, ON.
(Congratulations to our 4 West Ottawa players who played for Nepean Belle AA this past season whose team won the Nationals in Wood Buffalo, AB this year!)
- Where will Provincials be held in 2016?
 - **AA** in Waterloo: March 10-13, 2016
 - **A** in Timmins: March 17-20, 2016
 - **Petite Provincial**: April 7-10, 2016

8. New Business

No new business.

9. Free Registration Draw

The draw for the Free Registration was then held. Pat Theriault was the winner. Congratulations Pat!

10. Adjournment

MOTION by Alison Press to adjourn the meeting. Seconded by Mandy Van Vliet. Vote in favour. Motion carried. The meeting was adjourned at 9:00 pm.