



**West Ottawa Ringette Association (WORA)  
Annual General Meeting (AGM)  
May 26, 2016**

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Location: Brown's Independent

Time: 7:00 pm

**Executive in Attendance:** Melanie Mathers-Côté (President), Alison Press (Vice President), Barry Gorham (Competitive Coordinator), Cynthia McMinn (Recreational Coordinator), Greg Thomas (Treasurer), Abi Sills (Director of Administration), Mandy Van Vliet (Registrar), Debbie Roberts (Secretary), Barb Nairn (Director of Logistics)

**Members in Attendance**

Please see attached sign in sheets.

Rich Wyatt, Peter Dippell, Liz Abbott, Shelley Wong, Derek Couturier, Dee Blaine, Blayne Ferguson, Ted Wilson

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 2016 AGM
3. Acceptance of the Minutes from the 2015 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 Melanie Mathers-Côté called the meeting to order at 7:04.

Melanie Mathers-Côté thanked members for attending and introduced the Board of Directors.

**2. Acceptance of the Agenda for the 2016 AGM**

Melanie Mathers-Côté reviewed the Agenda for the meeting.

**MOTION by Liz Abbott to accept the agenda for the AGM meeting. Seconded by Rich Wyatt. Vote in favour. Motion carried.**

### **3. Acceptance of Minutes of 2015 AGM**

**MOTION by Debbie Roberts to accept the 2015 Minutes of the AGM, with amendments. Seconded by Greg Thomas. Vote in favour. Motion carried.**

### **4. Melanie briefly reviewed the highlights of last year's season.**

#### **a) 2015-2016 season's highlights:**

- Registration remained stable at 328 players. We had 21 teams plus the bunny program of 59 players.
- Goalie Skills Development Program – We had a new program this year. We partnered with Dave Stathos and his Goalie Performance Centre. We have received positive feedback from the program so we will continue to work on this next year.
- Come Try Ringette training: We had 4 Board members participate in the WORA training. We will continue to host 2 Come Try sessions, one in the fall and one in the spring.
- We introduced a new registration system and a new website.
- We introduced player development allowances of \$200 per team.
- We ran with a 9 member board instead of a 10 member board this season, and had 2 new members join the board last year.
- We tried to send out more frequent, more brief emails to update members about news and happenings.
- 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 2<sup>nd</sup>, 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 (1<sup>st</sup> 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.

**b) New things to highlight:**

**1. NCRRL End of Year Tournament**

- The NCRRL is looking to replace the single game elimination playoff format with an end of the year tournament.
- Tournament would be a requirement of teams; teams would have to plan accordingly (i.e. fees and compliance of U8-U12 teams with the permitted # of sanctioned events).

**2. The "Welcome Year"**

- Changes are being proposed for increased flexibility of boundaries for Bunnies and first year recreational players as a way to further encourage growth.
- Discussions are ongoing – uncertain if changes will be in place for the 2016/2017 season.

**3. City Re-allocation of Ice**

- The City of Ottawa has undertaken a review of ice allocation, and has implemented a new ice allocation policy.
- The policy makes it more difficult to return undesired ice.
- Uncertain how WORA will be impacted by these changes. More information will be sent to associations on June 22<sup>nd</sup>.

**4. Reinstating a competitive fee – but at the team level (not player level).**

- Team fee will be \$2000 per competitive team.
- Simpler for the Board and for teams to manage.
- Analysis shows that this amount covers the extra ice requirement.

**c) 2015-2016 Association Awards:**

Melanie highlighted the winners of each of the awards this year:

- **LOUISE E. HALLOWAY AWARD "volunteer of the year"**  
Barry Gorham
- **MARY GREEN AWARD "outstanding service and dedication"**  
Larry Winn
- **ROB MACKEAN AWARD "Novice coach award"**  
Dustin Leskiw
- **NOVICE LEADERSHIP AWARD "inspiring others to excellence"**  
Kailee Leskiw, Samantha Keogan, Mia Fioravanti
- **RUTH BAKER AWARD "Belle Leadership"**  
Claire Campbell
- **J.D.GREEN AWARD "to the team who demonstrates true team spirit"**  
U14 Tween B (Baker) and U14 Tween C (McMinn)

**d) Thank you!**

Melanie thanked many people who have helped out so far this year.

- Team Bench Staff and Parents for all the hours devoted throughout the season.
- Special thanks to all our Coaches in Training this year
- Special Thanks to our Coordinators & Convenors
  - Bunny On-Ice Coordinator -Blayne Ferguson
  - Novice Convenor -Brian Turner
  - Ice scheduler - Derek Couturier
  - Coaching Coordinator – Dustin Leskiw
  - Goalie Coordinator – Mike Gaudreau
  - Tournament coordinators - Leigh Anne Sinclair and Liz Abbott
  - Equipment Manager –Kevin Roberts
  - Grocery card coordinator – Lee Crawley
  - Statistician and game sheet collection – Liz Abbott
  - Referee in chief – Brenda Clarke
  - Public Relations coordinator – Debbie Roberts
  - Banquet Coordinators – Sue Fitzpatrick (junior) and Alison Press (senior)
  - Webmasters –Greg Thomas

**e) Logistics highlights: (Barb Nairn)**

Barb Nairn thanked Derek Couturier and Kevin Roberts for their many hours of work as Ice Scheduler and Equipment Manager.

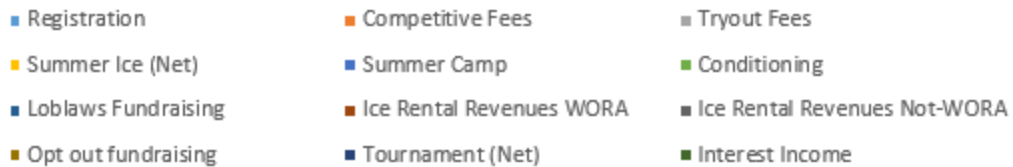
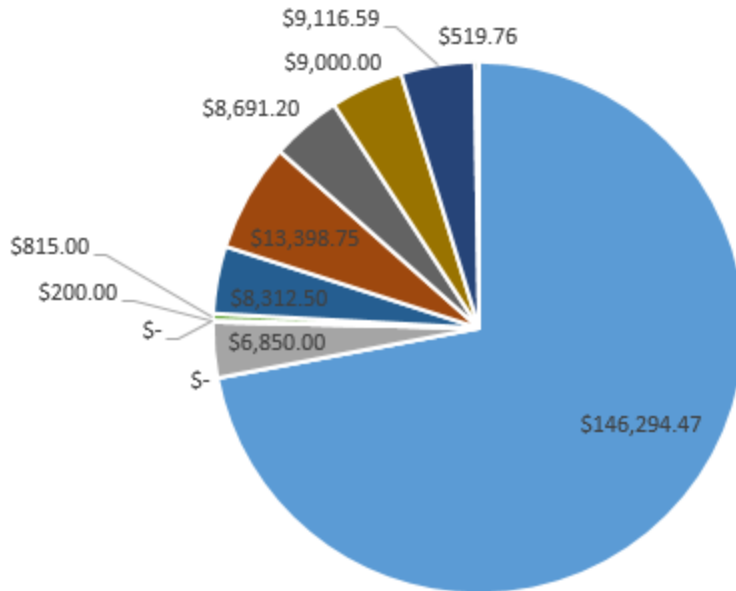
**Equipment insurance:** We have added insurance to our storage rental unit. Kevin, our equipment manager, also replaced a lot of equipment that needed to be replaced.

## 5. Financial Report: Greg Thomas

Greg presented the 2015 financials and the 2014 Financials, prepared by van Berkom & Ritz.

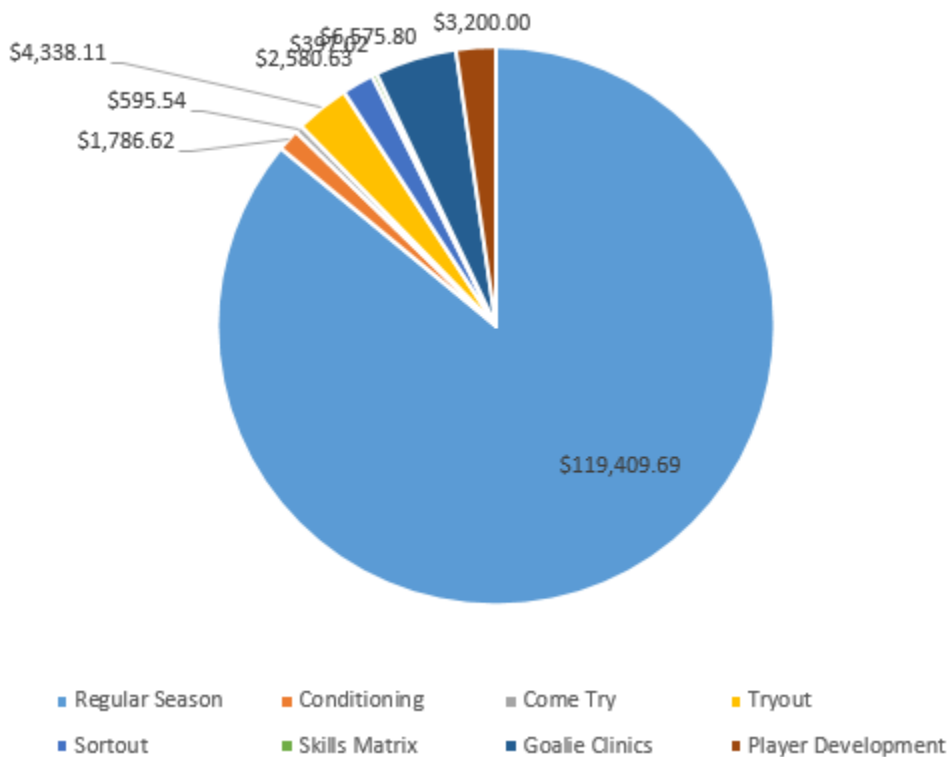
### Revenue Highlights

- Registration and Grocery Card fundraising program / opt out provide the bulk of the revenue
- Grocery Cards were down in 2015/2016
- Tournament continues to be an excellent fundraiser for the Association
- Increased early-bird registration



### Expense Highlights

- Ice remains the biggest cost to the organization
- Investments
  - Survey Monkey
  - E2E/Paypal Registration (+ \$5K)
  - Skills Development (not all teams)
  - Equipment Insurance (+ \$1K)
  - Equipment (+ \$4K)
  - Content Insurance for storage locker



### New Budget Expense Items in the 2016-2017 Budget

- With the new payment system, registrations are front loaded so at the end of the year, we have higher deferred revenue once the season ends.
- There are usually about 140 rec players plus about 50 competitive players who have signed up by the end of May so this shows up as revenue.
- Cash on hold: We have a one time expense from Paypal.
- There are funds which exist in “holding” for the MYRingette camp.

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. Greg also presented the budget pages and provided copies to all members. Some of the main points highlighted were:

- **Player Development:** There was a lot of good feedback from player development this year. WORA will be once again offering a player development subsidy to each team of \$200. We have purchased 60 Topshelf certificates to provide to the competitive and rec teams. This past season, some of the teams also used the NRL girls to run skills and drills sessions with their teams. JAA teams will have 2x20 periods of ice time this year when playing games against Quebec teams, whereas it was usually 2x15 mins. We need to book a 2 hour ice time for them, so we are looking to use the extra ice time as player development time for some of the younger teams.
- **Goalie Clinics:** We have increased the goalie clinic budget from last year. Competitive goalies will be offered 2 sessions per week for the month of September, then all players will rotate throughout the rest of the season.
- **Competitive team fees:** When we did the math and reviewed previous allocation per player, we have found that a team fee of \$2000 would cover this. At this point, competitive teams will be assigned a baseline of 28 half ice times plus an equal amount of ice time which will be stated in our ice policy once we receive our ice allocation and have the chance to review this.
- This year, WORA paid the ice fees for spring conditioning sessions before tryouts, and will do the same in the fall for sort outs.
- **Ice is our biggest concern.** Previous years, we were able to return ice without being charged within a period of 12 days. This year, changes are being made to all City Ice Contracts which will result in fees for any ice being returned after August. This may result in extra fees for returned ice due to tournaments which will be applied to throughout the season. Derek asked if we will add extra money to the budget to offset any return of ice fee changes in the policy. This past year, we had to purchase a lot of ice for tryouts since we didn't receive as much ice this fall.
- The previous "Non parent female coaching subsidy" has now been changed to be a "non parent coaching subsidy" to also include male coaching staff.
- This year we will be looking at running a loss once again. Alison explained that WORA has been trying to run our budget as a deficit for the past few years so we are not making a profit to carry money forward but rather to spend the money on the current players who are playing and should benefit from the money since they have paid into it. We do keep money in the budget for bank fees, and other extras and we try to invest back into the association. New jerseys have been purchased over the past few years and Kevin also purchased a lot of new equipment this year, including goalie equipment.

#### **New Budget Expense Items in the 2016/2017 Budget**

- Player Development increased from \$4K to \$15K – purchasing Top Shelf Vouchers for Teams
- Goalie Clinic – increased \$2.5K to allow for ramp up time in September for Competitive Goalies
- Advertising for Tournaments
- Potential - Ice and Regional Tournament Increases
- Forecasting 17 goalies for rebates in 2016/2017 (potential new petites)

**MOTION by Greg Thomas to accept the May 31, 2015 Notice to Reader prepared by van Berkomp & Ritz. Seconded by Alison Press. Unanimous vote in favour. Motion carried.**

**MOTION by Greg Thomas to appoint van Berkomp & Ritz as our external accountants for the year ending May 31, 2016. Seconded by Mandy Van Vliet. Unanimous vote in favour. Motion carried.**  
**MOTION by Greg Thomas to approve the 2016-2017 Budget. Seconded by Rich Wyatt. Unanimous vote in favour. Motion carried.**

## 6. Election of Directors

Melanie explained that our Board is comprised of 10 directors and the directorships are 2 year terms, staggered so that usually 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 6 seats up for re-election. 5 are currently held by Alison Press, Debbie Roberts, Barry Gorham, Mandy Van Vliet and Greg Thomas. 1 seat is vacant.

**MOTION by Melanie Mathers- Côté to declare 6 seats on the Board of Directors as vacant. Seconded by Barry Gorham. Vote in favour. Motion carried.**

Melanie Mathers- Côté nominates Alison Press, Debbie Roberts, Barry Gorham, Mandy Van Vliet and Greg Thomas as candidates for re-election. This was seconded by Barb Nairn. All nominees accepted their nominations.

The following candidates had made themselves known to the Board in advance of the AGM – Dee Blayne. Dee accepted her nomination.

Melanie Mathers- Côté then solicited further nominations from the floor. There were no interested parties.

Given that 6 seats were vacant, all nominations were acclaimed to the Board of Executive.

## 7. Update on ERRA/NCRRL matters – Melanie Mathers-Côté

ORA AGM is June 11, 2016. Alison Press and Melanie Mathers-Côté will be attending.

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

- ERRA Updates
  - ORA is looking at survey feedbacks they received but they don't see a lot of changes happening with provincial event planning.
  - The ERRA is the largest region and WORA is the 4<sup>th</sup> largest association in the province.
  - 67s night will be determined at a later date, but will be held once again this year.
  - Use of social media is something to be reviewed.
  - WORA will be hosting Bunnyfest in Spring 2017.
  - NCRRL Updates: We are waiting to hear about the new Final Championship format. It is included in the tournament allocation. There were occasional challenges with call-ups (lateral call ups).



- 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! What an accomplishment!
  
- Where will Provincials be held in 2016?
  - **U12 Petite Provincial:** March 2-5, 2017 in Forest
  - **AA** in Nepean: March 9-12, 2017
  - **A** in Pickering: March 16-19, 2017

## **8. New Business**

Jen Carroll confirmed that she will still coordinate the gym rental at All Saints for Dryland. Jen will follow up with the application process.

## **9. Free Registration Draw**

The draw for the Free Registration was then held. Jen Carroll was the winner. Congratulations Jen!

## **10. Adjournment**

**MOTION by Rich Wyatt to adjourn the meeting. Seconded by Derek Couturier. Vote in favour. Motion carried. The meeting was adjourned at 8:09 pm.**