



**West Ottawa Ringette Association (WORA)  
Annual General Meeting (AGM)  
May 26, 2017**

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Location: Stittsville Legion  
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), Dee Blaine (Director at Large)  
Regrets: Barb Nairn (Director of Logistics)

**Members in Attendance**

Peter Dippell, Liz Abbott, Derek Couturier, , Blayne Ferguson, Ted Wilson, Holiday Little, Rhonda Cummings, Chris Ellison, Mark McGaraughty, Bonnie Fioravanti, Bev Young, Tina Watson

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 2017 AGM
3. Acceptance of the Minutes from the 2016 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 7:01 pm. 21 people attended so we had quorum.

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

**2. Acceptance of the Agenda for the 2017 AGM**

Melanie Mathers-Côté reviewed the Agenda for the meeting.

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

### **3. Acceptance of Minutes of 2016 AGM**

**MOTION by Dee Blaine to accept the 2016 Minutes of the AGM, with amendments. Seconded by Debbie Roberts. Vote in favour. Motion carried.**

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

#### **a) 2016-2017 season's highlights:**

##### **President's Report**

##### **2016/2017 RINGETTE SEASON – HIGHLIGHTS**

- Registration remained stable at 325 players.
- WORA hosted 21 teams and our bunny program.
- 2017 West Ottawa tournament hosted 67 teams from Ontario and Quebec.
  - 6 West Ottawa teams received medals!
- Provincial Results:
  - U16 A Hogan won Bronze in the Jacks Division at Provincials, finishing third overall in the province.
  - Both U12 Provincial Teams won Bronze in their Divisions at the U12 Provincial Event.
- Five West Ottawa U19A players won Silver at Easterns with CORA.
- 5 teams won medals at the NCRRL Year End Tournament
- Held 2 "Come Try Ringette" events: September and April
  - Had over 50 attend the April session!
- GSC Powerskating/Dryland program continues to be effective
- Goalie programs continue to be successful. Attendance will be tracked next season for competitive goalies.
- NRL was enlisted to coordinate and run tryouts this April.
- Finalized a Coach Selection Policy
- Drafted a Financial Assistance Policy (to be finalized)
- Amending the Duties of Directors Policy to convert the Director at Large position to a Director of Player Development for 2017/2018 season
- Hosted Eastern Region Bunnyfest this past March
  
- 19 AA and A teams
- Discussions took place with the Region in January to discuss and agree upon which associations would host U19 AA and A in 2017/2018.
- Similar process may be explored for U14 and U16 as well.
- We were not able to field a U19A team for the 2016/2017 season, and will not have a U16A team for the 2017/2018 season.
- Lack of coordination across the region meant that numbers were spread too thin.

## **b) Thank you!**

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

- Team Staff and Parents for all the hours you devote
- Special thanks to all our Coaches in Training this year (we had 3!)
- Special Thanks to our Coordinators & Conveners
  - Bunny On-Ice Coordinator - Jeff Waterfall & Erin Waterfall
  - Novice Convenor - Brian Turner
  - Ice scheduler - Derek Couturier
  - Coaching Coordinator – Dustin Leskiw
  - Power Skating Coordinator – Dustin Leskiw
  - Goalie Coordinator – Bengt Neathery
  - Tournament Coordinators - Leigh Anne Sinclair and Liz Abbott
  - Equipment Manager –Kevin Roberts
  - Grocery card coordinator – Penny Schroeder
  - 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)
  - Webmaster –Greg Thomas
  - Dryland Coordinator – Jen Carroll
  - Bench Staff Qualification tracker – Katy Wilker

## **c) Volunteers Needed for Key Positions next year!**

- Ice Scheduler – can work alongside Derek Couturier (current ice scheduler) for training purposes
- Web Master
- Senior Bunny Coordinator – on-ice role (practice plans, drills, etc.)
- Senior Bunny Manager – off-ice role (team management)

## **d) Next Generation Partnership (Dee Blaine)**

- This year WORA partnered in a new venture with NGHKY as an investment in our player's development
- Why Next Gen? The treadmill focuses on an athlete's stride to make it more effective, along with improving endurance. The skating treadmill also allows for a controlled atmosphere where trainers and coaches can easily communicate with individual skaters.
- A survey was sent out to the entire association at the end of the season
  - 86% of respondents agreed that the training was overall a good experience/training for their child
  - 81% of respondents agreed the association should partner with Next Gen again in the 2017-2018 season

## **e) Director of Administration (Abi Sills)**

- Updated Code of Conduct
- Updated Dressing Room Policy
- Updated Registration language – no more paper Code of Conduct!

- Photography: We partnered with InAction Photography this year. We will probably partner with them again next year, unless there are other places recommended and reasonably priced.

**f) 2016/2017 ASSOCIATION AWARDS**

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

- LOUISE E. HALLOWAY AWARD “volunteer of the year”**  
Melanie Mathers-Cote
- MARY GREEN AWARD “outstanding service and dedication”**  
Leigh Anne Sinclair
- ROB MACKEAN AWARD “Novice coach award”**  
Rob MacDonald
- NOVICE LEADERSHIP AWARD “inspiring others to excellence”**  
Ruby Wojcik, Sara Bouchard
- RUTH BAKER AWARD “Belle Leadership”**  
Kailey Meek
- J.D.GREEN AWARD “to the team who demonstrates true team spirit”**  
U16 C Baker and U12 Provincial Lindsay

**g) Logistics highlights: (Melanie Mathers-Coté)**

- Ice Allocation
  - First Year with new City Allocation
  - We had our fair share of ice.
  - Ice was easy to purchase.
  - Biggest change was no ice at Kinburn, more ice in Carp, less Friday night ice
- Majority of ice is used for practices and games.
- Competitive teams have 2 practices a week. Recreational teams have 1. Practices can be either full ice or half ice.

| Ice use:  | Arena allocation for practices: |       |              |   |          |   |              |    |                 |   |      |     |          |     |               |   |                 |    |                    |            |  |       |        |      |        |       |        |          |        |          |        |
|---|---------------------------------|-------|--------------|---|----------|---|--------------|----|-----------------|---|------|-----|----------|-----|---------------|---|-----------------|----|--------------------|------------|--|-------|--------|------|--------|-------|--------|----------|--------|----------|--------|
| <table border="1"> <thead> <tr> <th>Assigned</th> <th>Count</th> </tr> </thead> <tbody> <tr> <td>Coach Clinic</td> <td>1</td> </tr> <tr> <td>Come Try</td> <td>3</td> </tr> <tr> <td>Conditioning</td> <td>13</td> </tr> <tr> <td>Exhibition Game</td> <td>7</td> </tr> <tr> <td>Game</td> <td>201</td> </tr> <tr> <td>Practice</td> <td>461</td> </tr> <tr> <td>Skills Matrix</td> <td>3</td> </tr> <tr> <td>Sort Out/Tryout</td> <td>41</td> </tr> <tr> <td><b>Grand Total</b></td> <td><b>730</b></td> </tr> </tbody> </table> | Assigned                        | Count | Coach Clinic | 1 | Come Try | 3 | Conditioning | 13 | Exhibition Game | 7 | Game | 201 | Practice | 461 | Skills Matrix | 3 | Sort Out/Tryout | 41 | <b>Grand Total</b> | <b>730</b> | <table> <tbody> <tr> <td>GRC B</td> <td>32.19%</td> </tr> <tr> <td>Carp</td> <td>21.10%</td> </tr> <tr> <td>GRC A</td> <td>14.11%</td> </tr> <tr> <td>Richmond</td> <td>11.92%</td> </tr> <tr> <td>Beckwith</td> <td>10.96%</td> </tr> </tbody> </table> | GRC B | 32.19% | Carp | 21.10% | GRC A | 14.11% | Richmond | 11.92% | Beckwith | 10.96% |
| Assigned  | Count                           |       |              |   |          |   |              |    |                 |   |      |     |          |     |               |   |                 |    |                    |            |  |       |        |      |        |       |        |          |        |          |        |
| Coach Clinic  | 1                               |       |              |   |          |   |              |    |                 |   |      |     |          |     |               |   |                 |    |                    |            |  |       |        |      |        |       |        |          |        |          |        |
| Come Try  | 3                               |       |              |   |          |   |              |    |                 |   |      |     |          |     |               |   |                 |    |                    |            |  |       |        |      |        |       |        |          |        |          |        |
| Conditioning  | 13                              |       |              |   |          |   |              |    |                 |   |      |     |          |     |               |   |                 |    |                    |            |  |       |        |      |        |       |        |          |        |          |        |
| Exhibition Game   | 7                               |       |              |   |          |   |              |    |                 |   |      |     |          |     |               |   |                 |    |                    |            |  |       |        |      |        |       |        |          |        |          |        |
| Game  | 201                             |       |              |   |          |   |              |    |                 |   |      |     |          |     |               |   |                 |    |                    |            |  |       |        |      |        |       |        |          |        |          |        |
| Practice  | 461                             |       |              |   |          |   |              |    |                 |   |      |     |          |     |               |   |                 |    |                    |            |  |       |        |      |        |       |        |          |        |          |        |
| Skills Matrix   | 3                               |       |              |   |          |   |              |    |                 |   |      |     |          |     |               |   |                 |    |                    |            |  |       |        |      |        |       |        |          |        |          |        |
| Sort Out/Tryout   | 41                              |       |              |   |          |   |              |    |                 |   |      |     |          |     |               |   |                 |    |                    |            |  |       |        |      |        |       |        |          |        |          |        |
| <b>Grand Total</b>  | <b>730</b>                      |       |              |   |          |   |              |    |                 |   |      |     |          |     |               |   |                 |    |                    |            |  |       |        |      |        |       |        |          |        |          |        |
| GRC B   | 32.19%                          |       |              |   |          |   |              |    |                 |   |      |     |          |     |               |   |                 |    |                    |            |  |       |        |      |        |       |        |          |        |          |        |
| Carp  | 21.10%                          |       |              |   |          |   |              |    |                 |   |      |     |          |     |               |   |                 |    |                    |            |  |       |        |      |        |       |        |          |        |          |        |
| GRC A   | 14.11%                          |       |              |   |          |   |              |    |                 |   |      |     |          |     |               |   |                 |    |                    |            |  |       |        |      |        |       |        |          |        |          |        |
| Richmond  | 11.92%                          |       |              |   |          |   |              |    |                 |   |      |     |          |     |               |   |                 |    |                    |            |  |       |        |      |        |       |        |          |        |          |        |
| Beckwith  | 10.96%                          |       |              |   |          |   |              |    |                 |   |      |     |          |     |               |   |                 |    |                    |            |  |       |        |      |        |       |        |          |        |          |        |

## 5. Financial Report: Greg Thomas

Greg presented the 2016 financials and the 2015 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 using PayPal

### Expense Highlights

- Ice remains the biggest cost to the organization
- Investments for this season:
  - Skills Development (All Teams)
  - Goalie Clinics
  - Equipment
  - Jerseys

### Why are Assets so high?

- 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.
- Cash on Hold – One time expense from Paypal.
- There are funds that exist “in holding” for the MyRingette camp.
- Budgets in May are built around conservative scenarios;
  - Changes in Ice Allocation
  - Quickbooks Online
  - Increased Goalie and Coaching Rebates
  - Jersey Reserve

Greg, our treasurer, 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. Last year was a loss, which we had planned for. Greg also presented the budget pages and provided copies to all members. Some of the main points highlighted were:

- Ice costs: In the past, we would buy ice from other associations. This year, City of Ottawa handled invoices. It was easier for payments. We only had to buy a few extra hours of ice before Provincials. Ice costs was less based on the blended rate this year.
- Competitive fees: Competitive teams were charged a \$2000 fee to cover ice costs. It was easier to manage this year with a flat fee rather than having to track how many ice times and extra hours to pay for. From a coaching perspective, this is easier.
- Registration: We are looking at a small fee increase for next year. We had a surplus in the budget the past few years. These extra funds were invested in Player Development (Next Gen sessions), jerseys, goalie equipment, etc. There has not been a fee increase in over 4 years. Reasons for the increase are to continue to offer player development sessions for each team, to offset costs in managing our new payment systems since all extra expenses have been paid for by the Association so far rather than by families using the system. In a few years, we will need to look at replacing old jerseys (about 8 new sets will be needed in the next few years) so we should begin to think about creating a reserve to build up over the next few years.
- Two of our larger expenses this year include:

- Medals for our WORA tournament: WORA purchased enough medals to cover the next 3 years
- Equipment: Kevin replaced old goalie equipment, rings, pylons, etc

Greg shared the comparisons between this past year, and projections for next year.

#### **New Budget Expense Items in the 2017/2018 Budget**

- Jersey Reserve Fund - \$6,500/year
- Additional Player Development – more sessions for novice teams
- Regional Tournament Playoff Ice
- NRL Tryout Evaluators

#### **New Budget Income Items in the 2017/2018 Budget**

- Overall Fee Increase - \$25 (first time in 4 years)
- Competitive Fee Increase to \$2,500 / team (\$2,000 allocation to ice, \$500 allocation to NextGen and Goalie Clinics)

#### **Questions from members:**

Q: Why are we using NRL evaluators for U14 and U16 tryouts this year?

A: It decreases the stress put on our evaluators and offers an impartial, unbiased evaluation of our players. With it being our first time using the NRL girls as evaluators, feedback was positive and the Youldon's set everything up and took on the entire process of tryout evaluations.

Q: Player Development subsidy: Will there be more flexibility on how teams can spend the money or will it be the same program of Next Gen Treadmill?

A: We have already purchased Next Gen passes for next season, however teams can still discuss their player development ideas and submit them for consideration.

Q: Is it possible to consider alternative programs for Dryland and Power Skating? Every year at Powerskating, they say they are open to changes, etc, but there hasn't been a noticeable change at all. What can we do about this since the girls are not feeling like they are learning anything and are often offering advice to the instructors about correct ringette skills (the proper way of holding the stick and working with ringette skills).

A: We run a more endurance based program whereas other leagues, such as Nepean, offer a more technical program. However, we are open to new ideas. Send any suggestions to our VP. For the competitive teams, it is a mandatory program which costs families around \$325.

Over the past 3 years, we have looked at a few alternative dryland locations, but it is hard to find places to accommodate our numbers, and keep the cost reasonable. Powerskating and dryland are paid for by the parents so we want to keep costs reasonable.

Bev Young is willing to help research and make recommendations for the Powerskating and Dryland program and look into other options. One member mentioned his daughter took powerskating at the Bell Sensplex, where it was one instructor per 5 skaters. Unfortunately, Sensplex won't accommodate us. We need about 5 hours of dedicated ice times to run our program. For powerskating, it has to be ice time which doesn't occur on regular practice nights. This is why we usually have it on Monday nights.

Bev asked if we should we consider front loading it at the beginning of the season? That way we'd be looking at getting a better quality program during the first half of the season since the second half often has more tournaments.

We have tried to get a dedicated volunteer for a player development coordinator. We are looking at changing this role at the board level for next year.

Once questions were finished and the review of the budget was completed, Greg asked for our members to vote on the following 3 motions:

**MOTION by Liz Abbott to accept the May 31, 2016 Notice to Reader prepared by van Berkom & Ritz. Seconded by Derek Couturier. 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, 2016. Seconded by Barry Gorham. Unanimous vote in favour. Motion carried.**

**MOTION by Ted Wilson to approve the 2016-2017 Budget. Seconded by Bonnie Fiorvanti. 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 five 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 is involved with what they are getting into.

This year there are five seats up for re-election. Five are currently held by Cynthia McMinn, Debbie Roberts, Abi Sills, Barb Nair & Melanie Mathers-Côté.

**MOTION by Melanie Mathers- Côté to declare 5 seats on the Board of Directors as vacant. Seconded by Alison Press. Vote in favour. Motion carried.**

The following candidates had made themselves known to the Board in advance of the AGM – Rob McDonald, Chris Ellison, Cynthia McMinn, Abi Sills, Rhonda Cummings. All nominees accepted their nominations.

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

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

## **7. Update on ERR/NCRRRL matters – Melanie Mathers-Côté**

ORA AGM is June 10, 2017 in Kingston. Cynthia McMinn and Mandy Van Vliet will be attending.

- ERR/NCRRRL Updates
  - AGM was held May 17, 2017.

- Melanie explained the intent of the Welcome Year as being implemented by Nepean and CORA only.
- There is indication that a boundary review will take place. Focus is on growing the sport.
- There will be an increase in coaching courses, some that will be online. Police checks will also be available online for 18 years and over.
- This is an AAA year so some players will play on the AAA team as well as the AA team.
- Tournament event list should be coming out in July.
- NCRRL Updates
  - NCRRL AGM to be held June 7, 2017.
  - Introduced NCRRL Year End Tournament. Feedback was largely positive. Feedback from Coaches on suggestions for next year was provided to the League.
- Where will Provincials will be held in 2018?
  - U12 - Waterloo – March 1-4, 2018
  - AA - Gloucester - March 8-11, 2018
  - A - Kitchener - March 15<sup>th</sup> to 18<sup>nd</sup>, 2018

## 8. New Business

### Questions that were asked:

- 1) Belle tryouts are being run in June this year. Is there any way for it to begin earlier?  
This year was an AAA year, which meant tryouts were also being held before now for the AAA teams before AA tryouts can begin. The region waits for the deadline of June 1<sup>st</sup> for university students to accept where they may choose to go to school next, however this poses a conflict with the younger Belle players who are writing summatives and exams during the beginning of June.
- 2) U12 recreation tiered vs balanced teams: The local teams were balanced, however the Gatineau teams were not balanced. Is there a way to ensure this is done with their teams as well during the NCRRL games? Short answer is no. We can provide feedback to NCRRL. Tiering at U12 recreational level is not allowed because we are following ORA rules of LTAD.
- 3) Is ringette getting rid of mouth guards? No, they are required in NCRRL and LRQ leagues. It has not come up in other ringette league discussions yet.

### New Hoodie design:

Four choices were presented on our website for people to vote on. **Choice # 3** will become our new competitive hoodie. Players will be grandfathered for a year with current competitive hoodies.



### 9. Free Registration Draw

The draw for the Free Registration was then held. Blayne Ferguson was the winner. Congratulations Blayne!

### 10. Adjournment

**MOTION by Melanie Mathers-Côté to adjourn the meeting. Seconded by Liz Abbott. Vote in favour. Motion carried. The meeting was adjourned at 8:12 pm.**