



**West Ottawa Ringette Association (WORA)  
Annual General Meeting (AGM)  
May 21, 2019 – 7:00 pm  
Earl of March High School, 4 The Parkway, Kanata Ontario**

**Executive in Attendance:** Cynthia McMinn (President), Abi Sills (Vice President), Barry Gorham (Director - Competitive Programs), Chris Ellison (Director of Logistics), Susan Sykes (Director of Administration), Lana Cameron (Secretary) Kyle Clattenburg (Registrar), Kim Janeczek (Treasurer), Mark McGaraughty (Director of Player Development)

**Regrets:** Rob MacDonald (Director – Regional Programs)

**Members in Attendance**

Kevin Landry, Stephanie Pulleybank, Mike MacDougall, Marlene Humphreys, Melanie Mathers-Cote, Randy Cote, Holiday Little, Heather McCulligh, Ted Wilson, Meagan Beck, Andree Nunnikhoven, Katie Moore Everton, Penny MacGregor, Jamie Barteaux, Ralph Coe, Derek Couturier, Susan Clow, Les Clow, Scott McGuire, Graham Wyer, Baja Nadarevic, Michelle Sabourin, Brian Turner, Julia Gorham, Bonnie Fioravanti, Sue Fitzpatrick, Blayne Ferguson, Bengt Neathery, Lara Rooney, Andrea Godin, Doug Payne

Actions & Motions are added to the WORA Board Operating Spreadsheet maintained by the Secretary. These notes prepared by Lana Cameron.

**Proposed Agenda**

1. Acceptance of the Agenda for the 2019 AGM
2. Acceptance of the Minutes from the 2018 AGM
3. Report of the Directors
  - President
  - Director of Player Development
  - Director of Administration
  - Director of Logistics
4. Financial Report – Treasurer
5. Motion to amend section 4 of the WORA bylaws to increase the maximum permissible number of Directors from 10 to 12
6. Election of Directors
7. NCRRL / ERRA Update
8. New Business
9. Draw for Free Registration
10. Adjournment



We have 31 members in attendance in addition to the 9 members of the Board of Directors; quorum reached. The meeting was called to order by President Cynthia McMinn at 7:05pm.

Cynthia McMinn thanked members for attending, introduced herself as well as the members of the Board of Directors.

### **1. Acceptance of the Agenda for the 2019 AGM**

**Motion by Cynthia McMinn to approve and accept the proposed agenda. Blayne Ferguson first agreed and was seconded by Holiday Little. Vote in favour, Motion carried.**

### **2. Acceptance of the Minutes from the 2018 AGM**

**Motion by Cynthia McMinn to approve and accept the minutes from the 2018 AGM. Kevin Landry first agreed and was seconded by Melanie Cote. Vote in favour, Motion carried.**

### **3. Report of the Directors**

The reports were completed individually in the following order:

President - Cynthia McMinn

- Presented the overall health and population of the Association as well as achievements over the previous season.
- There were no questions or inquiries during this time.

#### **Director of Player Development – Mark McGaraughty**

- The Goulbourn Skating Club (GSC) will be engaged to modify the program to be more ringette specific.
- The Peak Centre program off ice portion will not continue given the feedback receive over the previous season. Each Provincial team will be required to obtain their own dryland.
- There was a question regarding the dryland session and a presumption that dryland is focussed on competitive and more focus needs to be placed on Regional teams. The member was reminded of the dryland at All Saints High School that was organized for ALL teams as well as the many programs available to regional teams such as treadmill, shooting clinics and goalie clinics.
- Further, the competitive teams have mandatory training requirements while the regional teams do not.
- Lastly, the treadmill sessions were given to entice the regional teams to want to invest in more sessions; this may not have been accurately communicated.



**Director of Player Development – Mark McGaraughty (continued)**

- A question was raised regarding the Peak Centre on ice program being extended longer than the original 10 week program. The members were advised that WORA is in negotiations with Peak to possibly extend to 20 weeks, 1 hour sessions.

**Director of Administration – Susan Sykes**

- Thanked the members for the feedback received to help the Manager throughout the year.
- A question was asked about the roles of the various Board Members and Coordinators. This will be posted to the webpage.
- A question was also raised about certain policies not being posted on the webpage.
  - o The Banquet Coordinator policy is new and was piloted at the end of the year. It will be posted shortly.
  - o The Championship Policy was created as we had two teams this year make it to Easterns and Nationals.
  - o The Procedure for Team Placement is not new, however, had a revisions which addressed different scenarios including players getting injured, moving into the area over the summer months, etc.. and in turn would require accommodations for a fall tryout.
  - o The Under Age Player policy is NOT new as indicated in the presentation, that is an error. The policy was updated to document the Association's position on under age players.
- The list of WORA Award Recipients were acknowledged.

**Director of Logistics – Chris Ellison**

- An overview of the growth of the organization was provided including the amount of ice required.
- The city will provide us with the same amount of ice used in the previous season with up to 1 extra hours of ice.
- The price of ice rental per hour went up by almost \$5 this year.
- There is talk of Beckwith getting a second pad of ice.
- There is an ongoing struggle in the west end of the city to get ice and this has been known for several years.
- A member inquired as to whether we should actively take on a project to show the city that we have the capacity for more ice pads to be put in. The membership were advised to be vocal and contact their local city counsellor.
- A member asked why we do not use Kinburn. Historically, the only night available was Friday night and that was not a popular ice time for families.
- A member inquired if we could use Barrhaven ice. Chris Ellison advised that we can only provide 5 arenas to the city at the time of ice requests.
- We need to get a permanent shot clock at the KRC.
- A member requested to know the process for obtaining ice, which was explained by Chris Ellison.



- Derek Couturier is the outgoing ice scheduler, we need to find someone to shadow him for this year to learn the role.

#### **4. Financial Report – Treasurer**

- We ended the year in a surplus and with a balanced budget; 67% of our cost is ice.
- This year the WORA profit was less as our Provincial registration fees are not covering costs.
- A member inquired into the cost of treadmill sessions and why regional fees were not being increased.
- It was explained that Provincial teams are costing WORA approximately \$1000 per team each year which is primarily ice.
- A member inquired as to whether or not there are any limitations on fundraising. At this time, there is no limit on fundraising. There is no policy regarding putting any other marketing or fundraising on a jersey.
- A member inquired into whether WORA could obtain a larger Corporate Sponsor. There is a Fundraising Coordinator position being considered by the Board.
- A member inquired into whether the Board files tax returns. Yes, we do. The treasurer has taken on more of those duties to reduce the cost. A secondary question was asking regarding the Accountant being used by WORA, VanBerkom. The cost is \$250 per return. There was a discussion regarding the Notice to Reader and whether it is required. The treasurer advised of the audit cost of \$8000 that would come out of operating expenses.

**Kimberly Janeczek put forward a motion to remain with the same Accountant for the upcoming season. The motion was seconded by Cynthia McMinn. The vote to members was not unanimous, however, no one opposed.**

#### **5. Motion to amend section 4 of the WORA bylaws to increase the maximum permissible number of Directors from 10 to 12.**

- There was much discussion and passionate plea by members that WORA has not followed the rules for doing so.
- A member inquired into whether the 2 new positions would be voting members; yes, they would be.
- A member alleged that the Board does not have proper governance and that one person is making decisions without the input of the rest of the Board. This was heavily refuted and members were advised to ask any Board Members on how the Board operates and who is involved in the decision making.
- A member asked for Executive Board meeting minutes be posted on the website. The membership was advised that due to privacy reasons, not all minutes can be posted to a public website.
- Lana Cameron proposed that redacted meeting minutes could be looked into.
- A second idea from the membership regarding having “in camera” sessions for the issues that are private.
- The membership were reminded of the reasons for the additional members including requiring more assistance to complete all of the program and tasks taken on by the Board and that there was no prejudice to the membership in approval of this motion.



- A member inquired into the rush to add the Board members, same reasoning was provided as above.  
**Motion to amend section 4 of the WORA bylaws to increase the maximum permissible number of Directors from 10 to 12 (continued)**
- A member advised that the duties of the Directors is not posted to the website. The Board sees no issue with this and advised that it will be done.
- The vote was put to members and it was not approved.

**Action: Member of Board of Directors to post Duties of Directors document to website.**

## **6. Election of Directors**

**Cynthia McMinn put forward a motion to declare the five seats up for re-election as vacant. The motion was seconded by Andrea Godin and Michelle Sabourin. The vote was accepted with no one opposed.**

The members up for re-election are Chris Ellison, Mark McGaraughty, Rob MacDonald by proxy, and Cynthia McMinn.

Members who were nominated are Mike MacDougall, Holiday Little and Penny McGregor. All 3 members accepted the nomination.

- The members asked a clarifying question regarding board positions and were advised that all members are elected as Directors at Large and not a specific position.

## **7. NCRRL / ERRA Update**

- Ringette Ontario has changed the shoulder pad policy to make them no longer mandatory. Each Association is responsible to make their own policy.
- WORA is hosting the A Provincials in 2020, Ralph Coe is the Lead. Everyone from WORA will be asked to assist with volunteer hours during the tournament.

**Results of the Membership votes were counted by Kimberly Janeczek and Susan Sykes.**

- There was a tie for 3 positions; 2 positions need to be voted on again.
- A second vote was put out for nominees Rob MacDonald and Penny MacGregor.
- The results were counted and the following members were elected: Mark McGaraughty, Rob MacDonald, Holiday Little, Chris Ellison and Mike MacDougall.

**8. New Business - None presented.**

**9. Draw for Free Registration – Holiday Little**



10. Adjournment at 9:34pm.