



West Oxford Inferno

Executive Meeting Minutes

**Date** Nov 26/19

**Time** 7:00 p.m.

**Location** Pharmasave

### Attendance

✓ Adrianna	<input type="checkbox"/> Jay	✓ Kim	✓ Myah	<input type="checkbox"/> Shannon
✓ Becky	✓ Jen	<input type="checkbox"/> Larry	✓ Nelson	✓ Sherri
✓ Claire	<input type="checkbox"/> Katrina	✓ Mark	<input type="checkbox"/> Rob	✓ Tammy
<input type="checkbox"/> Jane	<input type="checkbox"/> Kerry	✓ Murray	✓ Robin	✓ Wendy

### Meeting Minutes

#### MINUTES APPROVED BY:

1. Adrianna
2. Nelson

#### ACTION ITEMS:

From LAST meeting:

- ✓ **Kerry:** to add goalie clinics to each teams calendar
- ☐ **Rob:** collect all volunteer police checks - no update
- ☐ **Robin, Claire and Nelson:** determine payment options for referees - payment options - not discussed
- ☐ **Jane/Murray:** Collect all bench staff Respect in Sport numbers and add to spreadsheet - ongoing
- ☐ **Jane/Murray:** send new appendix for injury report to all team trainers, notify teams that all injury reports must be sent to OWHA and reported to WOGHA - Murray to follow up with Jane
- ✓ **Robin:** contact OWHA to verify whether coaches within the association can sit in for rostered coaches (trained/certified) or if they need to be listed on a roster - Robin called and emailed re rostering backup coach with - OWHA says backup has to be rostered with proper certification or they can deny your

game, if emergency it's okay but they don't want that to be a recurring thing  
- Robin did explain to them that there are not a lot of courses offered in our area making it difficult

- ✓ **Jen:** collect outstanding jersey bond cheque
- ✓ **Mark:** send thank you to Tremblett's for BBQ
- ✓ **Robin:** price patches for clothing - Robin sent out email to Managers and coaches - some are saying they are not receiving emails Robin will send an email to Managers/Coaches about forwarding that information onto their teams
- ✓ **Robin:** price sponsor board and extra photos for sponsors
- ✓ **Robin:** contact Nelson regarding Novice referees
- ✓ **Robin:** contact Rob Cowan regarding Novice half-ice boards in Thamesford - He was not upset he just wasn't sure if it was ever communicated - perhaps next season they may need to charge for the use of the boards

#### **ACTION ITEMS: Due by NEXT Meeting:**

- ☐ Robin to send out email to Managers about forwarding emails onto their teams
- ☐ Robin to send out an e-Christmas card
- ☐ Rob - need update on Police Checks
- ☐ Tammy- send financial statement with minutes
- ☐ Jane/Murray/Jen - add respect in sport and certifications to spreadsheet
- ☐ Kim/Larry (Sherri)- Need to get Goalie Jerseys back from the Nancekivell's
- ☐ Mark - Look into Tumbler - Ingersoll Rental
- ☐ Robin - Send email to coaches regarding wearing Sponsor Bars on the top of Jerseys

#### **ROUND TABLE**

##### **President's Report (Robin)**

###### *Newsletter*

- Robin will make sure she messages the managers about making sure emails are forwarding to the teams
- All regular big stuff will be included
- Email if you would like anything included
- Deadline end of month

###### *Feedback from Members*

- Photo day - some members were upset over the association not purchasing team pictures
- Maybe for future we can work towards covering the cost of team pictures
- The photographer offers putting sponsor pictures on a plaque for \$20 which would be really nice however not in the budget but we can consider for future
- He does offer \$5 for a sponsor picture

###### *Social Media*

- Going pretty well
- Members page has been created
- It was created for discussion purposes so it is not public

- Currently posting on both
- All events are on main page
- People are watching stories on instagrams
- send out an e-Christmas card

### **Vice President's Report (Rob)**

#### *Mailbox*

- Mailbox is purchased which he is donating to organization and he has given to the arena to mount

#### *Police Checks*

- Rob has received a bunch of police checks and is working on updating the spreadsheet

### **Treasurer's Report (Claire)**

#### *Update*

- \$72,679.01 Bank Account Balance

#### *Cheques*

- Claire talked to someone at the bank and got a better deal on cheques - 200 chq's for \$147.00 which should last until the end of the season
- Can get 250 for 47.00 online through ASAP Cheques - may want to look into for next time

#### *Referee Payments*

- Claire prefers cheque over cash for paper trail
- Option: Could write a chq to Nelson and let him disburse to ref's
- E-transfer isn't safe and now is not that cheaper based on what she was able to pay for chq's
- profit /loss statement will be provided - send with minutes

### **Registrar's Report (Jen)**

#### *Update*

- Some haven't completed the online portion on registration
- Added a few people to rosters

### **Coaching Convenor Report (Jane/Murray)**

#### *Update*

- Certifications are pretty well done

#### *Spreadsheet - Bench Staff Training/Certification*

- Add Respect in sport and certifications to spreadsheet
- Jen will add what she has
- Still some to be submitted

### **LLFHL Report (Jay)**

#### *Update*

- Dec 31/19 is the last date to recat
- Jay was the officer last year so if you want to recat the request should go through him

### **WOGHL Report (Shannon)**

*Update*

- No update

**Equipment Manager Report (Kim/Larry)**

*Update*

- Nanckivell's have 2 goalie jerseys from last year and reached out to Sherri and said they would return them
- Name bar money has been collected -15 name bars plus there is an extra invoice for a correction that the organization is covering

**Fundraising Report (Mark)**

*SWAG*

- Not doing a second swag shop before Christmas
- They couldn't guarantee before Christmas and we just handed out the last one and we wouldn't have had samples for picture night

*Cash Calendars*

- Due by Dec 15th
- Put in mailbox when done
- Last year ticket tumbler was donated by Ingersoll Rental

*Auction Planning*

- Looking into Unifor Hall
- Having a bar doesn't make a lot of money and is a lot of work
- Sometimes Unifor will help with cost of hall but we would pay for insurance still in the works

**Sponsorship Report (Becky)**

*Update*

- Becky has thank you cards waiting for pictures to send with
- Had banner made for parade - she would like to approach Ingersoll arena to see if they will let us hang it there
- Where are sponsorship bars to be worn - Majority voted - Top of jersey
- Robin will send email to coaches to let them know

*Photos/Photo Boards (Robin)*

- Robin working on

**Ice Scheduling Report (Kerry)**

*Update*

- No update

**Referee in Charge Report (Nelson)**

*Update*

- Midget B game Thursday- refs had to come from London so it will cost a little more
- Kerry has some contacts so the games get covered
- Nelson can't do Midget B's so sometimes have a hard time covering them

**Directors at Large Report** (Adriana, Katrina, Sherri, Wendy)

*SWAG/Perani's Report*

- Everything has been picked up and delivered
- One pair of pants are outstanding and will be shipped direct (Perani's)

*Photo Night Report*

- Don't need as much time
- Families can come together since there is no team photo
- He was very meticulous
- Have earlier in the season and have swag shop cash and carry items
- Poster Board - he asked for logos and dimensions - he said he would do something nice not sure of price

**UNFINISHED BUSINESS**

**Ingersoll Parade / Toy Drive** (Becky)

- Went well
- Toys will be donated later this week
- Collected a lot of toys
- We were asked to go to the Thamesford parade - busy day for our teams
- We had a good turn out of players

**NEW BUSINESS**

**ITEM**

*Details*

- Robin wants kids to submit a video why they like to play for Inferno
- Like a year end yearbook or promotional video
- To post on our facebook page and at the banquet
- No meeting for next month but will resume in January

**ADJOURNMENT**