



West Oxford Inferno
Executive Meeting Minutes
Aug 24, 2020
6:30pm
Ingersoll, ON

Attendance

✓ Adrianna	✓ Jen	✓ Mark	✓ Robin	
✓ Becky	✓ Kelly	✓ Murray	✓ Sherri	
✓ Jane	✓ Kim	✓ Nelson	✓ Tammy	
✓ Jay	✓ Larry	✓ Rob	✓ Wendy	

Meeting Minutes

ACTION ITEMS:

Due immediately

- ✓ **Robin** to post regarding Inferno mask sales
- ✓ **Rob** to collect mask funds and send to Chris for Sunday Aug 9th
- ✓ **Robin** to post Ethics committee on website as "Staff"
- ✓ **Executive members** to brainstorm plans for 2020/21 season based on OWHA framework document
- ✓ **Jen** to look into on ice training sessions
- ✓ **Jay** and **Becky** to return equipment
- ✓ **Jen** to reach out to Katrina/Kerry regarding t-shirts for players
- ✓ **Jen** to shred bond hour cheques
- ✓ **Kim** to shred jersey bond cheques
- ✓ **Rob** to finalize bank account transition
- ✓ **Robin** to create a sign in sheet for COVID screening
- ✓ **Robin** to look into mass email options
- ✓ **Robin** to speak to Erin G. regarding trainers bags
- ✓ **Jen** to invite all Executive to register with RAMP

Due by next meeting

- ☐ **Becky** - To return equipment
- ☐ **Larry/Kim** - Replacement cost for jersey's

- ☐ **Robin** - Ramp app for Covid Screening follow up/Event Check In
- ☐ **ALL** - Sign up with RAMP if haven't already
- ☐ **Robin** - To find out from Arenas - what happens if our season is cancelled but the arenas do not close in terms of contract
- ☐ **ALL** - Create a committee to create teams if applicable
- ☐ **Becky** - Reach out to prospective Sponsors
- ☐ **Covid Committee** - Determine Roles and Responsibilities
- ☐ **Larry/Kim** - Approx. costs for equipment/supplies for year
- ☐ **Rob** - Look into Pre-Payment credit card as payment option
- ☐ **Rob** - Bank Fees - What did we pay last year in fees - Can we reduce these fees this year
- ☐ **Robin** - Email registration numbers
- ☐ **Robin** - Find out about Goalie Clinics re: social bubble
- ☐ **Robin** - Can we give back in Ingersoll, if so what rules apply
- ☐ **Robin** - Oxford Community Foundation - Follow up to see when/how to apply

Due ASAP

- ☐ **Tammy** to be added as a signing authority on the bank account. Claire to be removed.

OLD BUSINESS

- On Ice Training - Jen contacted the following:
 - Ken Menellow (Sweaburg) - he has done previous training with West Oxford. He charges \$100.00/hr could be negotiable depending on the amount of ice. He can do skills and power skating and is willing to do on and off ice training
 - Kelly Paton (Kitchener)- charges \$100.00/hr + \$20.00 for mileage per session this is non negotiable. She has a lot of availability right now. She works at Laurier and they don't begin until January. Her thoughts would be that 4 sessions would be good, 8 would be better. The more she is able to work with the girls the more they will be able to get out of it. She would work out a plan but would also work with coaches depending on what they are looking at getting out of it.
- Equipment cheques have been shredded - we have a missing #18 jersey. Kim has kept those deposit cheques until there is follow up.
 - If the jerseys have gone up in cost we should look at increasing the jersey Bond cheque amount
- Rob is currently working on banking information
 - The paperwork filled out last year was not processed
 - The bank is investigating at this point - Rob is looking at other bank options as well at this time
- Covid Screening - Robin has created a screening sign in sheet on the West Oxford website, however, Ramp offers an app that has a cost associated with it but it is free this year. She has sent an email to see if it can be done through Ramp.
- It was mentioned last meeting about doing mass emails to members - Ramp

has the ability to do this

- Trainers Bag funding - in the past WOGHA applied for funding through Oxford Community Foundation - Jay said usually has to be done this week. In the past we received \$600.00
- Need remaining executive to sign up with RAMP

NEW BUSINESS

Registration (All)

- Robin was on a call in regards to the OWHA document that was released which may give a little further insight into what this means
- We are regulated by our public health unit, they suggest we stay in the same unit
- As long as the units are in the same phase and follow the same protocols you may be able to play outside of your unit
- We have to follow the arenas rules however limiting
- Arena rules differ - for example Thamesford has shelving for bags they don't want bags in dressing rooms but Ingersoll you can use the dressing rooms at your own risk
- Registration will be ongoing for the season - could be forever changing
- Provincials are a possibility this year if things improve
- We need to decide on fees and how to collect
 - suggested to divide season in terms of registration - term 1 - would start Sept 1st to Dec 31st and is flexible and the 2nd one beginning Jan 1st - whatever our governing bodies say that is what we do
- What happens with ice if OWHA says we cannot skate but the arenas don't close?
- Ice is insured on an individual ice basis not on a lump sum
- Thamesford ice is going in 1st week of September
- Ingersoll we don't know yet because the boys don't need until end of September/beginning of October
- There are no tryouts
- Maximum 30 people on the ice - in a group (bubble)
- Extended groups to 50 can include teams you want to play, can play 3 on 3 or 4 on 4, and will also be based on roster size. One coach and trainer not included because they can social distance
- No intentional body contact with kids
- Other associations are suggesting that their coaches do not go on the ice
- If you practise with another team that becomes part of your bubble
- Ice is \$145.00/hr - they did not raise the price this year as intended
- Have to make teams tiered by skill, have to roster player to a team when they register
- Need to create a group (committee) to determine the teams
- Mandatory 2 week development - Atom and Novice not able to start until middle of Sept and will only be 1/2 ice
- Robin proposed for Registration - 2hrs a week for 12 weeks and 2hrs a week for 10 weeks for the U9, U11

- Robin has a spreadsheet that allows us to input what we would like to charge which is applied against our estimated costs for ice, insurance, officials and administrative costs
- Will have to work with coaches a lot since there will be many protocols in place this season
- There will be no leagues
- Our plan for the season has to be approved before we can start - all documents will be put in a folder and sent out
- One official will be required per game
- All executive that attended the meeting in person submitted a COVID health screening via the website
- As of tonight we open registration - we need to know numbers and have money coming in
- Our pre-registration numbers as of tonight are Novice 12, Atom 12, Peewee 17, Bantam 16, Midget 15
- Need to submit ice schedules by Sept 1st
- We need to be completely transparent with members
- Robin to find out about goalie clinics we can't have them all together due to social bubble we won't be able to have players on ice to shoot on them
- Robin - to find out if we can give ice back in Ingersoll and if so what rules apply
- Official Vote - Registration amount - \$300.00 & \$350.00 - include in information for members; fees due before Sept 30th - min of \$175.00 due immediately and remainder including lottery due Sept 30th

COVID Committee (ALL)

Members

- Covid Committee- Jay, Kelly, Kim and Robin

Roles/Responsibilities

- To be determined

Cash Calendars (ALL)

- It was voted that we would run the lottery calendars this year but at a quantity of 10 per player
- It was also agreed that we would purchase stamps and envelopes this year for lottery winning cheques

Sponsorship (All)

- Becky feels that some of the smaller organizations may not sponsor again but feels positive about some of the bigger sponsors would be willing to commit
- Becky will reach out to see what feedback she can get
- Since the sponsor bars may not be a big sell this year due to the limited exposure the following suggestions were made:
 - Could do banners that will stay at the arenas
 - Do interviews with the sponsors conducted by the players and posted on social media
 - could put the sponsor on a mask along with the west oxford logo

Coaches

Selection

- Need to reach out now to see if applicants still want to coach
- We have to interview through a selection committee - need to pick who you want to be your top (tier 1) and only need to have a conversation with the second team if applicable. If only one application for a team only need to have a conversation.
- Murray and Jane to start coaching selection process

Financial Items

- Current bank fees range from 2.95- 25.00 per month depending on the # of cheques Rob will double check but thought it was around \$300.00 for the year
- Equipment costs - ice packs were really the only costs we incurred this year - Larry and Kim to get approx costs expected this year
- Rob to look into pre authorized credit card payments as an option
- Will still collect jersey bond cheques - Robin to forward contact info to Kim and Larry to follow up on current cost of jersey replacement

Fundraising

- Sherri volunteered to do a chicken fundraiser for organization
- Bottle drive after long weekend - tentative
- It was suggested to sell jerseys and socks

ADJOURNMENT

9:25PM