



West Oxford Inferno  
Executive Meeting Minutes  
**,November 17, 2020**  
**7:00pm**  
Via Zoom

### Attendance

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

### Meeting Minutes

**Meeting opened at 7:03pm**

#### MINUTES APPROVED BY:

1. Kim
2. Rob

#### ACTION ITEMS:

##### Due immediately

- ✓ Robin to email Stephanie at the arena about when a kids arrive late but they have RSVP'd and completed the screening
- ✓ Robin to find out how many refs are required
- ✓ Mark to forward info to coaches so they know to notify him
- ☐ Robin look into setting up a goalie clinic
- ✓ Jen to send copy of rosters to Larry/Kim to track jersey information
- ☐ Jane/Murray to send coaches contacts to Larry/Kim
- ✓ Robin to check what Ref screening requirements are
- ☐ Murray to look into setting up extra training

**Due by next meeting**

- ☐ Robin look into setting up a goalie clinic
- ☐ Jane/Murray to send coaches contacts to Larry/Kim
- ☐ Murray to look into setting up extra training
- ☐ U11 needs a coach and trainer registered
- ☐ Jen to finalize U18 to submit final rosters for approval
- ☐ Robin to give contact name/number for Ramp to Rob to inquire about converting
- ☐ Jay to give Becky Contact info for Tammy Todd for Sponsor prospect
- ☐ Directors at Large to provide options for pictures

**Due ASAP**

- ☐ Rob to send out Finance Spreadsheet
- ☐ Jane to find out if Senior team plans to finish out until the end of Dec if so there will be no refund
- ☐ Need to determine refund if Senior team is done now
- ☐ Work on numbers to see if we can keep Senior ice every other week for Atoms or cancel what we don't require so there is no additional cost
- ☐ Robin to send out costs for Registration to executive members for input
- ☐ All -provide input on registration fee
- ☐ Jen to add Rich Souzzi to Roster for U18-2

**OLD BUSINESS**

- Robin has emailed stephanie several times with no response so she will continue to do so
- Ref's - according to document we require at least one - Peewee and up the ref's want 2 because there is so much to watch for
- Had a coaches meeting to go over everything instead of email
- Goalie clinic not done yet Robin will work on that
- Jen sent lists to Kim and Larry
- Coaches contacts have not yet been sent
- Ref's screening - modified game document - same as every other person
- They would just fill out the attendance sheet and then follow their protocol
- Murray not present leave training item outstanding

**NEW BUSINESS****ROUND TABLE****President Report** *(Robin)**Communication**Recent complaints**Approved Bubbles**COVID Update*

- Robin wants to stress the importance of communication with everything going on

- If you receive an email please forward to the appropriate person because things are changing so much we want to make sure that proper processes are being followed and proper information is being given
- If you are not sure email westoxfordinferno@gmail.com
- Approved bubbles - no longer called extended groups - OWHA is releasing an actual document now that allows you to play in that bubble
- Only 3 bubbles have been approved as of right now
- In order to have a bubble approved each team that wants to play in that bubble has to submit a request and cannot play until they receive a certificate
- OWHA will not release authorization until a request has been received by all parties in that bubble
- COVID - Zorra sent out an email saying only 10 people inside then received an email later saying they jumped the gun
- OWHA released a document saying who is in what zone - it is on their website and we have posted on ours
- Our arenas don't have control over other teams i.e. if from other health units playing at our arenas
- Other associations have put that in place however we don't have that rule
- BAD is still Southwestern Public Health Unit ( however it depends on the arena you play them which town it is in)
- We always have to go by most strict guideline
- Complaints - we received a complaint regarding registration - wanted us to make a deal with Town
- We already receive a discount - we had a meeting with Zorra the year before last and they have not put forth the inflation rate that they were going to
- Other organizations are charging significantly more than we are
- Received another complaint - would rather the lottery money donated to someone who needs it however that is a major fundraiser for our organization we rely on that money to subsidize our shortfalls that registration doesn't cover, cashflow, provide money for future years, and provide money for future purchases such as jerseys and/or equipment
- There have been many delays
- Issued email to members and posted on website to try to answer some questions we try to be transparent
- Managers of the teams are who we communicate with generally
- Difficult to reach out to every single person we try to use the manager as the liaison and the manager may be able to answer a question

### **Vice President Report (Tammy)**

#### *Police Checks*

- Tammy has not received any 2020 Police Checks yet
- Not sure what the time frame is for getting one
- Has emailed people multiple times - not sure if they have submitted and just not received or if people have just forgotten
- Received majority of Declarations still have some stragglers
- Did not have all bench staff information until a week or 2 ago when Jen sent that information

- Was sending emails to individuals but became a lot to chase so started to send emails to managers to follow up

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

- Everyone has paid up with registration
- Money coming in for swag
- The bank is challenging - Rob recommends switching banks
- The lottery was delayed because we could not print off old bank statements
- To close off previous lottery have to have bank statements
- Rob will get bank spreadsheet out this week
- Bank fees were around \$200.00 - for every outgoing EFT it costs \$1.50 EFT coming in costs \$1.00
- Transfer is \$1.00 between accounts (to transfer lottery funds from chequing to lottery account)
- The bank did sponsor the association and reversed \$100.00 because even they thought the fees were high
- Bank \$44,938, still need to pay for Oct, Nov and Dec ice, OWHA fees, admin costs, swag, ref's etc.
- Based on that, by the end of year we should have \$10,000 to pay for the remainder of our costs (administrative expenses). We should break even but have no debt remaining
- If we end up with a surplus Rob suggests putting some of that money away to save for new jerseys as they start to deteriorate

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

*Update*

*Rosters*

- 124 girls registered
- Bulk of teams are approved
- U11-2 needs a coach and trainer registered
- There are 18 Atoms - they are splitting into 2 teams
- OWHA in regards to our Senior team - re: registration - they have been approved today - Robin said to hold off for now
- U11-1 - have a couple things still outstanding
- When Jen submits a roster it gets conditionally approved until OWHA checks credentials
- If OWHA sends back out of date credentials they have 30 days to complete then once approved Jen receives final approval
- Once they are all approved Jen will create the financial statements and send to Rob
- RAMP is really good for reports
- Jen has questions regarding U18 -OWHA wants to wrap up registration
- 2020-21 must be completed asap - email sent to registrars
- Jen wants to get rosters and payments submitted
- Rob wants a contact email or number at RAMP - Rob would like to inquire

about converting to their system for registration - Robin to give that info to Rob

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

*Update*

*Senior Team*

- Jane received a phone call from Jeff Shapton - they haven't been able to line up anyone to play - St. Thomas and Parkhill have both folded
- There may be a group of girls playing unsanctioned - Jane isn't sure where
- His girls don't want to play the rest of the season just practising they want to pull the plug
- We have never signed a contract with Ingersoll for ice so not sure why we couldn't cancel ice
- From what Jane understands we can give back ice same as in previous years
- The senior team was charged the atom rate but they were charged for refs that they did not use
- What if other teams will now want to fold
- Concerned we are now going to have to refund a bunch more people
- We will save on that ice cost as well
- The insurance costs for those players will have to be deducted
- If Jen creates a roster and then removes them there would be a charge for that so good to do now rather than the team have been approved
- OWHA had said to Jen that they didn't think there was any interest in that team anymore
- Jen can come up with costs for OWHA and Mark can come up with costs for ice and Rob for any admin costs to see what we can offer
- Jane to find out if they plan to finish out until the end of Dec then there would be no refund
- There are 7 ice times left

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

*Update*

- Jerseys are slowly going out
- The senior team needs to return their jerseys before they get a refund or pay \$10.00

### **Fundraising Report** (Tammy)

*Lottery*

- Lottery was initially delayed due to late registration this season because of Covid
- Then we had a delay with the bank statements to close off the previous lottery license
- Once Tammy received the lottery license it was submitted to Jeff Shapton that night for printing of the calendars
- He said they should be done this week
- Once they are done Tammy will immediately deliver to each teams practise so they can get to our members ASAP

**Sponsorship Report (Becky)***Update*

- Difficut to collect because doors are closed
- Has \$4,200.00 raised
- Will help with goalie rebates and senior team rebate
- Jay will give Tammy Todd contact info to Becky
- Ken Zegers Carmeuse has been inquiring about why they haven't been asked to sponsor they are interested - Becky said she has already been in contact

**Ice Scheduling Report (Mark)***Update*

- Atoms extra ice - Atoms have split and are wondering if they could get an extra hour of ice every other week
- Tough to schedule games
- They have 2 teams so it would be better
- Rob is very accommodating but was wondering if it was possible
- For 2 months it would be \$600.00
- U15 - 2 - every other Monday - in tillsonburg so their ice is available
- Coaches need to talk amongst themselves to trade and then tell Mark to have it switched
- Do we want to keep that Senior ice every other week
- Need to figure out financially if it is feasible to keep some of Senior ice for Atoms
- Hesitant to let that Senior ice go if we can utilize it

**Referee in Charge Report (Nelson)***Update*

- No update

**Website (Duke)***Update*

- No update

**Swag (Robin)***Update*

- Submitted swag order - \$200.00 profit
- People asking about masks - minimum orders - had about 10 people inquire not enough to do an order at this time

**Unfinished Business***Registration Part II (All)*

- Promised to members it would not increase
- March break is usually blocked out but it does go until the end of March break
- Can't be any more than \$350 or \$400
- Keep it the same unless come up with any ideas how we can save
- If people come off the roster there is a fee

- There will be no new insurance fees
- Is OWHA really going to charge us if people don't feel safe to play - especially when they mandate we allow them to leave with refund
- No OWHA fees
- U18 joining a bubble to make 3 teams and joining 2 other teams - won't each get a practice time
- It would be mostly game play and little practising
- Atoms could use 1 extra hour of ice
- No date on registration
- Have to pay registration plus insurance if you want to start in January
- Ref fees might have to be different for U18 team with mostly playing games
- Right now all teams are paying for ref's
- Might have teams not playing games or at least not until January
- Need to figure out ice and ref's
- If you lose players from U15-1 may have to combine with U15-2 and put in one bubble
- If schools shut down OWHA will likely follow suit
- We will have to refund registration fees at that point
- There is talk of a hard shut down over the Christmas holidays
- These are all rumours - if we did shut down we may need to give refund
- Could we word it that if we charge the same fee and then possibly offer a refund
- Feel members would rather receive i.e. \$50.00 off the top rather than wait to see if they will get a refund at the end of the season
- Can we have coaches poll parents on teams to see if they plan on returning
- Can reduce the rate by \$50.00 and have teams pay for their own ref's
- Can offer certain number of refereed games included in registration
- We included \$600.00 per team for ref's for first half of season
- We have goalie rebates still to be paid. There is also an outstanding cheque for goalie rebate that was never cashed that the member would like us to re-issue
- Lottery money coming in along with sponsorship
- Goalie rebates of \$1350.00 will be going out
- If we drop to \$350.00 based on projected 83 with seniors removed after sponsor and lottery included we should end up with \$11,300 less administrative costs
- Administrative costs did not include goalie rebates
- Robin will send out numbers to executive and we can give our input
- There are many variables to be considered
- We paid 900 including calendars last year
- We were really under charging in prior years
- Should we leave it the same as the first half
- We would like to offer a lower amount for the second half but not sure that will cover our costs it is all dependant on on registration numbers

## **New Business**

Photos (All)

- Directors at large - to come up with options for pictures to present to executive
- Zorra isn't allowing it according to Embro, however the Ingersoll boys apparently used the fusion centre

U18-2

- Couldn't find teams to play
- Came up with a plan to combine the 2 teams of 16 & 12 to have 3 teams and add the BAD team to create a bubble for 3 on 3
- Pat from OWHA said we do not have to make a new 3rd roster
- As long as between the coaching staff one of them can be at the games
- It is better to have kids on the ice as opposed to having kids sitting on the bench for big rostered team
- Jen still needs Rich Souzzi added he wasn't officially on the roster so she still needs to finalize bench staff

Adjourned 10:02pm