

**West Northumberland Girls' Hockey Association  
Executive Meeting – Minutes**

Date: Tuesday, August 15, 2017

Present: Ian Koellner, Sandi MacDonald-Wangen, Ron Samis, Darren Mackey, Ryan Smith, Jennifer Ashley, Greg Brocanier, Lynn Marie Brocanier, Barb Hackney, Curtis Hackney, Sarah LeBlanc, Veronica Marriott

Regrets: Tom Cole, Jason Dalby, Scott MacDonald, Shannon Sheehy, Clarey Ellis-Stretch, Anne Walker

**ACTIONS CARRIED OVER:**

Action – The 2017-18 executive will discuss creating a login for people to sign in if they wish to complete a coach evaluation.

Action – Ian will network with the Nighthawks and Cougars re: the potential of running 50/50 draws at Cougar games.

Action – Greg will write and submit an amendment to AGM voting policies. Jen will look for a potential previous submission in previous minutes and via email submission.

Action - Jen to reinsert the constitutional piece to include the team colours required in uniforms.

Action – Scott will inventory what jerseys we have that will be available to be sold and send the information to Ron.

Action – Jason to send Curtis & Ryan copies of all rosters to confirm who needs VSS's in and for web purposes.

**MINUTES**

By Jen

Moved by: Ryan

Seconded by: Curtis

Carried

Approval of minutes from July 11, 2017.

**TREASURER'S REPORT**

By Ian

Moved by: Greg

Seconded by: Darren

Carried

July Financial Report – See Appendix A

Ian distributed hard copies of the financial report and gave a verbal explanation. See Appendix A for financial statements (Bank Reconciliation and Income Statement). The tryout ice was \$1300 less than in the previous year which helped. The OWHA refund was \$700 more than last year, also. Therefore, we're in a bit better shape starting out this season than last. Once registrations are complete, we'll have a better idea of exactly where we stand.

Ian gave approval for a \$500 promotional budget to Ryan, as per our last meeting.

**REGISTRAR'S REPORT**

By Jason via email

Moved by: Barb

Seconded by: Curtis

Carried

Not including Tuesday's in person registration, we have 116 complete registrations. Registration from the House league's end seems to be slow at this point for both ladies and junior HL, which is typical.

Waivers for Midget AA, Bantam A and Peewee A have been sent out.

There are still at least one or more hold outs from other teams. We may need to schedule one more in person registration on August 31.

**TOURNAMENT REPORT**

By Sarah

Moved by: Sandi

Seconded by: Greg

Carried

There are 23 teams registered. Action – Veronica to send emails to coaches to try to recruit teams for our tournament. Sarah said she would like help from exec members. Ryan, Lynn Marie, & Jen volunteered to be on the tournament committee. Our goal is to have 4 teams/division for our first year. Sarah will plan a committee meeting for next week.

**FUNDRAISING REPORT**

By Shannon

Nothing new to report.

**EQUIPMENT REPORT**

By Scott via email

Nothing to report.

Scott gave Barb a copy of the inventory and quality rating of all the goalie equipment.

**JUNIOR HOUSELEAGUE REPORT**

By Barb

Moved by: Lynn Marie

Seconded by: Ian

Carried

Barb said the parents expect some development provided to the houseleague. Greg said that was workable. Greg asked Barb to research what they need/want and get back to him, and how much they need.

**LADIES HOUSELEAGUE REPORT**

By Sandi

Moved by: Sarah

Seconded by: Veronica

Carried

Registration numbers are low. Sandi will network with Jason to get exact numbers, to date. It does say Sept. 1 deadline on the form and they have a reputation for registering last minute.

Jason may add another in person registration. Ian reported we are ahead in income for registrations compared to last year at this time.

## **DIRECTOR OF COACH and PLAYER DEVELOPMENT REPORT**

By Greg

Moved by: Ryan

Seconded by: Jen

Carried

Spike – Darren has put together a schedule and sent it to Spike for approval and a quote. We have a credit from last season, too. It will be done a lot sooner this year due to having our sponsors in place (prior to Dec.)

Goalie Clinics – Dan Stewart is 90% committed to doing an every other Monday program. (6-7 on Mon. night). These sessions are open to all ages and levels of goalies. He would like some players to volunteer to help with shooting.

Hockey Canada. We are all set for Sept. 29. We booked a side room and the gym. Paul Allen will help run a basketball clinic. Basketball Canada will run it with local coaching support. Guest Speaker – hoping for someone who is involved in coaching. Rotary may make a donation.

Houseleague – Greg said HL development works well when there's lots of helpers on the ice. A 2:1 ratio (player:coach) is ideal.

The Camp registration link should be up very shortly.

We will need volunteers on the Friday. If we get a minimum of 50 players, we don't pay for the ice.

Ian suggested sending a mass email to all players. The link will be on our website. They must be registered with the Wild to register for the Camp. It's a Wild event only. Ian suggested allowing novice and atom registrants that aren't currently playing with the Wild. Greg agreed this would be a great PR and marketing strategy. After discussion, it was decided to have it open to all girls, since they are covered by Hockey Canada's insurance when they sign up. *(Note: Following the meeting it was discovered that only players registered with Hockey Canada would have insurance for this event. Therefore, the decision was made to have it open to players who are currently registered with Hockey Canada. Eg. OWHA or OMHA).*

## **ICE SCHEDULER REPORT**

By Darren

Moved by: Greg

Seconded by: Barb

Carried

Darren sent out everyone's schedule to the coaches. Darren will tell all coaches that trading ice times is fine. This will also be done at the actual LLFHL scheduling meeting. Darren will try his best to put game times back-to-back. Action – Darren to send Ian a copy of the ice schedule. Darren has times set aside for Bantam B and Novice. We can give this ice back if these teams don't fly.

**SPONSORSHIP REPORT**

By Lynn Marie

Moved by: Darren

Seconded by: Curtis

Carried

Lynn Marie has most of the sponsors in place. She just needs to collect cheques. She just has a few ladies house league teams to finish up recruiting for. She expects sponsorship to be finalized by the end of September.

**REFEREE IN CHIEF**

By Tom via email

Nothing to report.

**LOWER LAKES REPORT**

By Veronica via email

Nothing to report.

**OWHA REPORT**

By Curtis

Nothing to report.

**COMMUNICATIONS OFFICER REPORT**

By Ryan

Moved by: Lynn Marie

Seconded by: Ian

Carried

Northumberland News and Northumberland Today have been putting registration dates in frequently. He has made an inquiry to MyFM about how to submit Wild game reports.

**NEW BUSINESS:**

1. Ron – RBC Cup 50/50 Proceeds. Ron, Ian, & Jen met with Ashley and then Randy Jakobi, treasurer of the Cougars organization. Ian reported on the particulars of these two meetings. Ian stressed the information being shared is confidential and should not be spoken of outside of this meeting. After discussion, Ian made this motion: \$5000 be donated to the Cougars organization from the RBC 50/50 WNGHA profits. Seconded by Curtis. Vote. Yes- 8 No-1 Abstain-1 (*Note: Greg asked for it to be noted in the Minutes that he felt he was voting under duress*).
2. Jason - No reply from OWHA after I sent an email off regarding players being registered to Clarington HL, but listed on one of their rep teams, while no PTS forms or Releases were issued to these players. Ron stated that if the OWHA doesn't respond to this issue, there is really nothing else the WNGHA can do.
3. Jen – Jen contacted Harry asking for an estimate for the electrical installation for the proposed monitor to be installed at the CCC. He informed me that the cost would be to the Wild, not the Nighthawks, since they already paid for one installation. He has yet to

get back to me with that price estimate, but his first ballpark estimate was \$2000 plus the cost of the TV. After discussion, it was decided we will not follow through with this initiative for financial reasons (over budget).

4. Jen – Memorial Score clock control panel – Jen said the control panel in Memorial Arena is in very poor working order and suggested we make a formal request to have it fixed or replaced. Action – Jen will submit request for repair to Dean.
5. Sarah – Sarah wondered if we were doing an ESSO Fun Day – Full day or half day. Darren would have to find ice. Greg suggested doing it later in the year after our Bauer First Shift program so that some of those kids will hook into it. Action: Greg will explore the PD Day in February as a potential date for the ESSO Fun Day.
6. Veronica – Bantam A took only one goalie with the intend of leaving a goalie for the 2<sup>nd</sup> Bantam team. A houseleague goalie is hoping to play rep this year. If there is no 2<sup>nd</sup> Bantam team, Veronica is wondering if she could sign with Bantam A. No decision will be made until after the 2<sup>nd</sup> Bantam team tryouts are finished. The next tryout is Aug. 27<sup>th</sup>, so we will know better after that. These tryouts will be advertised.
7. Jason – Uniforms. Jason submitted some uniform suggestions in case it came up in other business. It did not come up, so his ideas were not presented at this time.
8. Ron - Midget C team. 13 skaters and looking for a goalie. After a discussion, some goalie options came up that will be explored.
9. Ian suggested RBC sponsorship be no fee accounts in lieu of financial donation.

## ADJOURNMENT

Moved by: Darren  
Seconded by: Sarah

Carried

**Next Meeting:** Tuesday, September 12, 2017 at 7 pm (CCC)

## APPENDIX A

July Financial Report (see next page)

**WEST NORTHUMBERLAND WILD GIRLS HOCKEY ASSOCIATION**  
**Bank Reconciliation**  
**July 31, 2017**

Balance per bank at July 31st 51,462.87

Less: Outstanding Cheques

Chq Date	Cheque #	Payee	Description	Amount
13-Dec-16	2462	Clarington GHA	HL (Hackney) - Midget team loan for Clarington Tournament	950.00
10-Feb-17	2479	Under The Lock	Peewee HL Tourney in Peterborough	420.00
31-Jul-17	2518	Town of Port Hope	Ice rental	280.15
31-Jul-17	2519	Town of Cobourg	Tryout ice rental & AGM room rental	7,960.71
31-Jul-17	2520	Veronica Marriott	Reimburse for costs for rep team banquet	37.19
				<u>(9,648.05)</u>

Add: Outstanding deposit - None -

**Balance per bank at July 31st, once everything clears the bank 41,814.82**

Petty cash on hand at July 31st 200.00

Lottery account balance as at July 31st 11,619.79

*Other registration amounts on hand deposited in early August was over \$10,750*

**Cheques Issued in the month of July**

Chq Date	Cheque #	Payee	Description	Amount
<b>General Account</b>				
31-Jul-17	2518	Town of Port Hope	Ice rental	280.15
31-Jul-17	2519	Town of Cobourg	Tryout ice rental & AGM room rental	7,960.71
31-Jul-17	2520	Veronica Marriott	Reimburse for costs for rep team banquet	37.19
Bank charges		Bank of Montreal	Monthly service fees	20.00
Bank charges		Bank of Montreal	Bank deposit fees	-
Bank charges		Bank of Montreal	Statement fee	3.00
				<u>8,301.05</u>
<b>Lottery Account</b>				
19-Jul-17	8	Town of Cobourg	Lottery licence fees - Peewee B	15.00
Bank charges		Bank of Montreal	Bank deposit fees	-
Bank charges		Bank of Montreal	Statement fee	6.00
				<u>8,322.05</u>

**West Northumberland Girls Hockey Association**  
**Income Statement (Cash basis) 05/01/2017 to 07/31/2017**

**REVENUE**

**Fee Revenue**

Rep Team - Registrations	21,935.00	
Rep Team - Registrations Online	18,150.00	
Rep Team - Late fees	100.00	
Total Rep Team Revenue		40,185.00
Ladies League - Registrations	1,625.00	
Total Ladies League Revenue		1,625.00
Tryout Fee Revenue - Rep teams		335.35
Serv. Fee Revenue - Registrations		495.00
<b>Total Fee Revenue</b>		<b>42,640.35</b>

**Other Revenue**

OWHA - Ins. Recoveries from Refunds	2,120.00	
Total OWHA / LLHFL Revenue		2,120.00
Extra Ice		420.30
Jersey Sales		80.00
Other Miscellaneous Revenue		150.00
<b>Total Other Revenue</b>		<b>2,770.30</b>

**Lottery Fund**

Lottery Fund - Team Licences	-15.00	
Lottery Fund - Team Events		-15.00
Lottery Fund - WNGHA Monies Raised	11,519.63	
Lottery Fund - WNGHA Licences	-1,200.00	
Lottery Fund - WNGHA events		10,319.63
Lottery Fund - Bank Charges		-67.71
<b>Lottery Fund</b>		<b>10,236.92</b>

**TOTAL REVENUE**

**55,647.57**

**EXPENSE**

**Ice Costs**

Ice Fees - CCC - Tryouts	7,892.91	
Ice Fees - Cobourg		7,892.91
Ice Fees - Port Hope		280.15

**West Northumberland Girls Hockey Association**  
**Income Statement (Cash basis) 05/01/2017 to 07/31/2017**

<b>Total Ice Fees</b>	8,173.06
<b>Online Registration Fees</b>	
Online Registration - Rep	518.74
Online Registration - Miscellaneous	20.00
<b>Total Online Registration Fees</b>	538.74
<b>Halloween Havoc Tournament Costs</b>	
Halloween Havoc - Tournament Fees	600.00
<b>Total Halloween Havoc Tourney Costs</b>	600.00
<b>Bank Related Costs</b>	
BMO Bank Fees	60.00
Deposit Contents Fee	12.03
Bank Statement Fees	9.00
<b>Total Bank Related Costs</b>	81.03
<b>Rep Team Costs</b>	
Rep Team - Banquet costs	37.19
<b>Total Rep Team Costs</b>	37.19
<b>Board Costs</b>	
Meeting Rooms - AGM	67.80
<b>Total Board Costs</b>	67.80
<b>Other Costs</b>	
Advertising Costs	234.48
Fundraising Costs	527.90
<b>Total Other Costs</b>	762.38
<b>TOTAL EXPENSE</b>	10,260.20
<b>NET INCOME</b>	45,387.37