

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

Date: Tuesday, April 2, 2019

Present: Jason Dalby, Ian Koellner, Jennifer Ashley, Sandi MacDonald-Wangen, Scott MacDonald, Ron Samis, Shannon Sheehy, Ryan Smith

Regrets: Sarah LeBlanc, Erin McGee, Tom Cole, Darren Mackey, Shawn (Toad) Davis, Lyndon Watt, Christine Firth, Ken Pedersen, Steve Kniff, Elisha Young

ACTIONS CARRIED OVER:

Action - Toad will look into the Quest for Gold program, which reimburses coaches for getting qualifications.

Action - Jen, Sarah, Erin, and Lynn Marie are willing to be on a committee and spearhead an anti-bullying/alcohol/drug/cyber etiquette/etc initiative, hopefully with Sean's (or Christine's) involvement.

Action – Jen will check in previous Minutes to see if we had decided to eliminate 3-year term sponsorships.

Action – Toad will ask to see if priority can be given for registration for local kids, in the future, for the First Shift program.

Action – Toad will find out if Hockey Canada was to pay for the ice for the PD Program in Sept. and let Ian know.

Action – Jen will make a motion for the AGM Re: earlier call for coaches for Midget AA.

Jen – POI Update.

Action – All executive members bring proposed amendments to the next meeting so we can all be on board & aware for the AGM.

Action – Toad will touch base with Lyndon to see if he can ask sponsors if they want to donate something for raffle at banquet.

MINUTES

By Jen

Approval of Minutes from March 5, 2019 (done by Shannon in Jen's absence).
The March and April Minutes will be approved at the May meeting.

TREASURER'S REPORT

By Ian

Moved by: Shannon

Seconded by: Jen

Carried

Ian distributed hard copies of the financial statement and did an oral presentation. All rep teams have received reconciliation except for Sr. C & B, which will be coming.

REGISTRAR'S REPORT

By Jason

Moved by: Jen

Seconded by: Ryan

Carried

We are starting to get PTS requests. This week Jason will send out a list to volunteer at tryouts. (Tryouts: April 23-May 5). He's been working on the online registration, which is almost ready to go. There will be an earlybird registration this Sunday at the CCC.

TOURNAMENT REPORT

By Sarah via email

Moved by: Jason

Seconded by: Scott

Carried

Action items for the 2019 tournament:

- a. Gina has sent a quote for a 3 year term (see Appendix A). She would need that before she can agree to do the 2019 Halloween Havoc.
- b. Gina has also filled out the sanction request that needs to be signed by Ron and another board member, and a cheque needs to be cut and mailed it along with it and a copy of the rules. I will send you that email as well.

The dates for the tournament are November 1-3, 2019.

Room Roster is in the works to get the hotels blocks booked already.

Sarah will not be returning to the executive next season but is willing to help the next tournament chair get started, give them all the contacts she has made, and answer any questions they have along the way. With Gina being secured, it will be much less work than in the past. She wishes everyone the best.

Jen made a motion to accept Gina's quote and hire her for the next 3 years. 2nd – Jason. Carried unanimous.

FUNDRAISING REPORT

By Shannon

Nothing new to report.

EQUIPMENT REPORT

By Scott

Moved by: Sandi

Seconded by: Shannon

Carried

AtoMc jerseys – Scott and Ron received an email for jerseys. We don't need any more because we already have an excess of 4 cases. We will not apply to get them for next year because we

don't need them. We will consider applying again for the 2020-21 season.

Scott gave a verbal report of equipment-related financials. He submitted the balance of cash (from used jersey purchases) and receipts in to Ian.

Scott & Ryan purchased a rack to hang the jerseys. This will be a good way to store them in the Wild locker, and will keep them more towards the back of the locker, away from the public.

Scott recently went in the locker and there was urine on some of the bins. He will meet with Theresa Behan to discuss this issue.

JUNIOR HOUSELEAGUE REPORT

By Elisha

No report

LADIES HOUSELEAGUE REPORT

By Sandi

Moved by: Jen

Seconded by: Ryan

Carried

The jerseys are now in the lock-up. The jerseys have all been returned, plus some of the jerseys that disappeared in the past re-appeared.

DIRECTOR OF COACH and PLAYER DEVELOPMENT REPORT

By Shawn

No report.

ICE SCHEDULER REPORT

By Darren

No report.

SPONSORSHIP REPORT

By Lyndon

No report.

REFEREE IN CHIEF

By Tom via email

Nothing new to report.

LOWER LAKES REPORT

By Steve

No report

OWHA REPORT

By Ken

No report.

COMMUNICATIONS OFFICER REPORT

By Ryan

Nothing new to report.

NEW BUSINESS:

1. Jen - Novice tryouts will occur as regular Spring tryouts (\$10/tryout). Sean Firth is willing to help with the team, but not as head coach.
2. Shannon – She made up an electronic newsletter to send to the schools regarding our tryouts and registration. The local schools have agreed to either email it home or send out hard copies to families.
3. Ryan & Jen – Scholarships. We have 7 applications. Ryan made a motion that we will give two \$150 scholarships out. 2nd – Sandi. Carried unanimous. The scholarship selection committee will be Jen, Ryan, and Sandi.
4. Ryan & Jen - First Shift Update. Things are going well. Jaclyn has been doing a great job as lead instructor.
5. Jen/Ron/Ryan - In-Line Skating → They've requested us to post this on our website. After discussion, it was decided not to advertise for this since it against our policies.
6. Jen – Women's house league financial statement. Action – Ian will send a financial statement for women's HL to be sent to all players.
7. Toad via Ron– banquet update. Awards have been taken care of & Toad has received a chq from Ian.
-Ryan said Veronica has a tote box that we can use to decorate. He has arranged to pick it up. Shannon will recruit some volunteers to sell raffle tickets and collect tickets at the door. Ryan needs more photos for the slideshow. Ryan will print off the rosters to be used at the check-in table. Ryan & Shannon will get the 50/50 tickets from the Wild office to bring. The lottery license process has been initiated for this.
8. AGM – Scott confirmed that the AGM is in the Cameco room on May 21 @ 6 pm. A projector will be available.
9. Ryan – Tryouts and/or Registration: Radio ads on MyFM 40 ads for \$560 for 2 ½ weeks OR 20 ads for \$320 for 1 week. Shannon made a motion to buy 40 ads for \$560 for 2 ½ weeks. 2nd – Scott. Carried. We will advertise both tryouts and

- registration. Action- Ryan will spearhead our radio ads for tryouts and registration.
Action – Ryan will see if we can advertise on the CCC electronic sign.
Action - Ryan will ask if the ads will be on both MyFM and 107.9.
10. Ryan – A HL parent asked why there is \$1080 in the budget for HL jerseys. (See Jan. 2019 Minutes). It was money that was spent on goalie equipment and payment of a jersey bill from the previous year.
 11. Action – The next executive will promote the Wild by setting up booths etc. at community events.
 12. Sandi – Coaches in ladies HL need to pay the OWHHA insurance fee or may not be on the bench.
 13. Ian asked about a CCC bill for Monday, Feb. 11, from 2:30-9:00 pm. It was confirmed that we did use the room for the First Shift outfitting day. Ryan added that we will be getting an ice subsidy from First Shift for some of the cost of the ice rental.
 14. Action - Jen- Jan. 15 we were charged room rental for our meeting. Call CCC to eliminate this cost.
 15. Ian sent a letter to the Cougars re: potential partnership. (See Appendix B)

ADJOURNMENT

Moved by: Jen

Seconded by: Ryan

Carried

Next Meeting: Tuesday, May 14, at 7 pm (CCC); AGM – May 21, 6 pm (CCC- Cameco Room)

APPENDIX A – Quote from Gina Wilson re: WNGHA tournament

March 1, 2019
West Northumberland Wild
Attention: Sarah Leblanc

Dear Sarah:

RE: West Northumberland Wild Tournament – Quote

Please accept this as my quote for providing tournament services for the 2019, 2020 and 2021 West Northumberland Hallowe'en Havoc Tournaments occurring in October/November (dependent upon year).

Services to be provided:

- Work directly with the Tournament Director, or appointed director if otherwise stipulated.
- Handle registration of teams via www.ggts.ca or another provider if association has set up with a third party company for same (eg HTG, CSTT, Room Roster)
- Work with association to forecast ice required and use ice as best possible to give maximum benefit to the Association.
- Create tournament schedule from ice allotments provided.
- Prepare flyers for distribution to teams via email.
- Prepare Tournament Rules & Format.
- Prepare team registration Passports.
- Supply and prepare game sheets with labels or pre-printed.
- Create result boards and provide online updates or contract with a third party company
- Prepare paper results, if required.
- Prepare pay envelopes for on-ice and off-ice officials, if required.
- Work on-site Tournament weekend to manage tournament.
- Liaison with the Association convenors or provide convenors, if required.
- Liaison with the OWHA and prepare, complete and submit OWHA tournament reports as required.
- Hand-deliver white game sheets, Travel Permits (if any) and OWHA Pick Up Forms (if any) to the OWHA office the next business day following completion of the tournament.

The Association is responsible for the following:

- Acquisition and payment of OWHA Sanction
- Ice contracts
- Hotel provider contract
- Supervision of association volunteers
- Vendors and fundraising
- Medallions, Banners, and Player of Game Awards (if applicable)
- Accommodations for myself and convenors (if provided by GGTS)
- If required, GGTS can provide arena convenors at a maximum cost of \$550 per convenor

I agree to provide the above noted services for the fee of \$60/team (plus HST) plus reimbursement for game sheet labels (if required) and paper result boards (if required) based on receipts provided.

If you and/or your Executive team have any questions, please do not hesitate to contact me at gina@ggts.ca.

Yours truly,
Gina Gibson

APPENDIX B – Letter sent to the Cobourg Cougars

Subject: Potential Partnership with the West Northumberland Girls Hockey Association (WNGHA)

I am the treasurer of the girls hockey association, and I was wondering if there was an ability whereby we could explore some partnership opportunities between the Cougars and the Girls Hockey Association. Some ideas that come to my mind:

- 1) Having some of the Cougars as "guest coaches" for some of the house league or rep practices*
- 2) Financial partnership where the Wild organization run 50/50 draws at Cougar games*
- 3) Have some of the older girls (Bantam & Midget age) complete volunteer work with the Cougars to help gain their community service hours that are required for high school.*
- 4) Try to create a Northumberland Hockey Day, whereby we have the top teams of the Nighthawks play a game, against one of their league opponents, then have the top West Northumberland Wild team play a game against a league opponent and then have a Cougar game afterwards, and potentially include a Port Hope Panthers .game into it as well All with the push to develop hockey in the local area.*

If you would like to discuss this further, please feel free to either email me at ikoellner@bdo.ca or call me at 289-252-2452.

*Thanks,
Ian Koellner
Treasurer for WNGHA*