

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

Date: Tuesday, September 4, 2018

*(Note: August 10 meeting was cancelled due to lack of quorum)*

Present: Jason Dalby, Ian Koellner, Jennifer Ashley, Sandi MacDonald-Wangen, Scott MacDonald, Tom Cole, Ron Samis, Darren Mackey, Ryan Smith, Shawn (Toad) Davis, Christine Firth, Steve Kniff

Regrets: Sarah LeBlanc, Elisha Young, Lyndon Watt, Erin McGee, Ken Pederson, Shannon Sheehy

**ACTIONS CARRIED OVER:**

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

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 – Ian – Let Lyndon know if there are any 3-yr gold memberships still outstanding and what ones have expired this year so Lyndon can solicit their sponsorship again.

**MINUTES**

By Jen

Moved by: Ryan

Seconded by: Toad

Carried

Approval of Minutes from July 10, 2018.

Approval of Minutes from May 8, 2018. Action - Will be approved via email.

**TREASURER'S REPORT**

By Ian

Moved by: Tom

Seconded by: Steve

Carried

See Appendix A for Financial Report.

No cheques written by the association in August. Many cheque deposits were made due to registrations.

**REGISTRAR'S REPORT**

By Jason

Moved by: Jen

Seconded by: Sandi

Carried

Registrations are still coming in. There is 1 rep team that hasn't fully paid yet. They have a game scheduled on Monday but don't have a waiver yet. Action – Ron will send a reminder to the PW

coach that they cannot play games until the waiver is completed and submitted. Jr. HL numbers are low but there is one more registration on Sept. 11.

### **TOURNAMENT REPORT**

By Sarah via email

Moved by: Scott

Seconded by: Christine

Carried

As of today (Sunday Sept 3) we have 47 teams registered (9-10 divisions). We are starting to have HL teams sign up so the numbers should continue to climb.

Sarah is still looking for sponsorship and donations so if anyone has any leads she would love to hear from them. They can email her and she will make contact.

She will also be setting up a volunteer sign up page in the next couple weeks so keep an eye out for that.

### **FUNDRAISING REPORT**

By Shannon

No report

### **EQUIPMENT REPORT**

By Scott

Nothing new to report

### **JUNIOR HOUSELEAGUE REPORT**

By Elisha

No report

### **LADIES HOUSELEAGUE REPORT**

By Sandi

Moved by: Ian

Seconded by: Ryan

Carried

Numbers are currently low, which is normal at this stage of the registration process. Numbers indicate that the competitive will have 4 teams for sure. The rec. numbers are lower but there is still one more registration left. Start times were discussed. Sandi asked if we could start at 6:30 pm since ice is available then. This was discussed.

### **DIRECTOR OF DEVELOPMENT REPORT**

By Toad

Moved by: Steve

Seconded by: Jen

Carried

Trudy Stacey will be in touch with coaches re: development. Sept 29 is our Hockey Canada Day and Toad has been talking to Ryan Hurley about it. In January, our First Shift program will run. Dan is going to see if he can fit goalie development in but Sheldon Calbury might do it if Dan can't. Action – Christine will ask her Dad, Paul Allen, if he will spearhead the basketball off ice

sessions on Sept. 29<sup>th</sup>. Toad is hoping to have the Cougars run a development camp on another PA day. He is already in talks with the Cougars regarding this (Nov. 23 or Feb. 1).  
Actions – Ryan will advertise for our Hockey Canada Day and Toad will find out the perks they offer, for advertising purposes.  
Action – Toad will confirm with Darren when ice is needed for goalie development.

## ICE SCHEDULER REPORT

By Darren

Moved by: Jason

Seconded by: Sandi

Carried

Ice is scheduled. The OWSA emailed Darren today reminding him teams aren't to play games until the waiver is completed and submitted & approved.

Ice can be given back up until Sept. 17 only.

Monday night ice times were discussed and it was decided that women's HL will move to a 6:30 pm start time.

The gym, ice, and Cameco room, & 2 hrs. of the track are booked for the Sept. 29 Hockey Canada Day.

Feb. 10 – First Shift

Action – Ryan will book both Cameco Rooms for fitting for First Shift program on Feb. 10, 2019.

## SPONSORSHIP REPORT

By Lyndon via email

2018 WNGHA sponsors	2018 package delivered	Total	donation received Y/N	
Spoolon	P del	\$ 1,000.00	Y	
CCS	P del	\$ 1,000.00	Y	
Canadian Wear	P del	\$ 450.00	Y	
Behan Construction	P del	\$ 1,000.00		Need confirmation of chq delivery
Wharram Tree services	P del	\$ 450.00		Need confirmation of chq delivery
Lakeland Multitrade	P del	\$ 1,000.00		Need confirmation of chq delivery
Quantrills -	P del	\$ 1,000.00	Y	
Canadian Industrial Services	P del	\$ 450.00	Y	
Dutch Oven	P del			
Guillevin Electrical Supplies	P del	\$ 200.00		
Cameco	P del	\$ 500.00	Y	
Boston Pizza	P del			
Acme Electric	P del	\$ 1,200.00	Y	
Canadian Tire	P del			
Yorkies				
Cobourg Fire Dept	P del	\$ 450.00	Y	
HTM insurance	P del			
Clear Choice pools	P del			
Sports Chek mall	P del			
APS automated supplies	P del			
Metro	P del	\$ 25.00	Gift Card	
Foodland	P del			
Boyer	P del			
Thomas Pontiac Cobourg	P del			
	<b>TOTAL 2018</b>	<b>\$ 8,725.00</b>		

**REFEREE IN CHIEF**

By Tom

Moved by: Toad

Seconded by: Jen

Carried

Tom brought a proposal for rate increases to the August meeting, which was cancelled due to lack of quorum. There was an online email vote for the increase, which did not pass. Tom explained why they had asked for an increase, which included the number of single games assigned, increased costs of equipment and clinics, gas costs, etc. The situation was discussed extensively.

**LOWER LAKES REPORT**

By Steve

Moved by: Darren

Seconded by: Jason

Carried

Steve sent out the scheduling day information to coaches and managers. He has the tentative division list for LLFHL.

**OWHA REPORT**

By Ken

No report.

**COMMUNICATIONS OFFICER REPORT**

By Ryan

Nothing to report.

**NEW BUSINESS :**

1. Jen – Sr. C 2017-18 reconciliation – It's in the mailbox.
2. Jen – Sr. B update Action – Jen contact Carly Steed re: ice time
3. Ian – Motion for Policy addition - ·

*If a registration cheque is received, and is processed by the bank as NSF (non-sufficient funds), then WNGHA will charge a \$15 NSF cheque fee to cover the administration cost.*

*If the replacement cheque is received, and is processed by the bank as NSF (non-sufficient funds), then WNGHA will charge a further \$15 NSF cheque fee. As this payment would be the 2<sup>nd</sup> NSF cheque, all further payments for that player must be received in cash, and no further cheques will be accepted for the player.*

*In either situation, if the registration fee remains uncollected at December 31<sup>st</sup>, the player will not be allowed on the ice for both practices and games until payment is received in full.*

Seconded – Darren Vote – Carried.

Action – Jen add this to proposed policy changes for next AGM.

4. Ryan- Bantam A Fundraising Question – They would like to do a golf tournament as a fundraiser and are hoping to get permission from the executive to get a sponsor for each hole. It was discussed and the consensus was this would be contrary to our policies so shouldn't happen.
5. Ryan - Childhood Cancer Awareness Month is in September & Ryan suggested we do something for this. Toad suggested a ribbon exchange. Action – Jen, Ryan, & Toad will organize something and let the executive and team staffs know.
6. Ryan - World Girls Hockey Weekend Oct 5-7 (Thanksgiving Weekend). This is run by OHF to raise awareness for girl's hockey. Ryan suggested WNGHA sponsor a public skate sometime on this weekend – pay for ice and have it on CCC board. Ryan made a motion the WNGHA cover the cost of an hour of ice on the weekend of Oct 5-7. Jen – Second. Vote – carried.
7. Tom – Made a Motion to increase the officials' fees by \$6 per game, to be split equally amongst the officials of each game, for the 2018-19 season. Second – Toad. Vote – Yes-8 Opposed-0 Abstained-3 Carried
8. Ron – PW: The PW coach has been asked to reclassify the PeeWee rep team from A to B. This was discussed at length. Vote- Yes- 11 Opposed-0 Action – Ron will let the PeeWee coach know they have permission to reclassify to B.
9. Toad – Toad contacted Holly Finlay from Mystic Signs and she is going to donate 250 GB23 stickers for teams to give out for Childhood Cancer Awareness Month.

**ADJOURNMENT**

Moved by: Darren

Seconded by: Toad

Carried

**Next Meeting:** Tuesday, October 9, 2018 at 7 pm (CCC)

## APPENDIX A Financial Report

### WEST NORTHUMBERLAND WILD GIRLS HOCKEY ASSOCIATION Bank Reconciliation August 31, 2018

Balance per bank at August 31st					83,889.49
Less: Outstanding Cheques					
	Chq Date	Cheque #	Payee	Description	Amount
	10-Apr-18	2606	Janice Pictrantonio	Goalie refund	100.00
	10-Apr-18	2607	Nabila Shukoori	Goalie refund	100.00
	30-Apr-18	2620	Jen Ashley	Reimburse for poster boards	10.35
	31-Jul-18	2628	WNGHA - Senior C	2017/2018 Rep Team Reconciliation	908.00
					<u>(1,118.35)</u>
Add: Outstanding deposits					
				31-Aug-18	7,480.00
				31-Aug-18	<u>5,655.00</u>
					13,135.00
<b>Balance per bank at August 31st, once everything clears the bank</b>					<u>95,906.14</u>
				Petty cash on hand at August 31st	<u>200.00</u>
				Post Dated cheques on hand at August 31st	<u>2,777.50</u>
				Lottery account balance as at August 31st	<u>6,528.46</u>
<b>Cheques issued in the month of August</b>					
	Chq Date	Cheque #	Payee	Description	Amount
<b>General Account</b>					
No cheques written in August					
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>23.00</u>
<b>Lottery Account</b>					
No cheques written in August					
Bank charges			Bank of Montreal	Bank deposit fees	-
Bank charges			Bank of Montreal	Statement fee	6.00
					<u>29.00</u>



**West Northumberland Girls Hockey Association  
Income Statement 05/01/2018 to 08/31/2018**

**REVENUE**

**Fee Revenue**

Rep Team - Registrations	40,080.00	
Rep Team - Registrations Online	19,380.00	
Total Rep Team Revenue		59,460.00
House League - Registrations Online	1,890.00	
Total House League Revenue		1,890.00
Ladies League - Registrations	4,975.00	
Ladies League - Registration Online	2,925.00	
Total Ladies League Revenue		7,900.00
Seniors League - Registrations	1,185.00	
Seniors League - Registrns Online	225.00	
Total Seniors C League Revenue		1,410.00
Rep Team - Late fees	350.00	
Total Late Fee Revenue		350.00
Rep Team - Fee for usage		-917.98
Tryout Fee Revenue - Rep teams		1,875.00
Serv. Fee Revenue - Registrations		765.00
<b>Total Fee Revenue</b>		<b>72,732.02</b>

**Sponsorships & Grants**

Rep Team - Sponsorships	2,500.00	
Other - Sponsorships	2,100.00	
Total Sponsorships & Grants		4,600.00
<b>Total Sponsorships</b>		<b>4,600.00</b>

**Halloween Havoc Tournney Revenue**

Halloween Havoc - Registrations	15,150.00	
Halloween Havoc - Total Registered		15,150.00
<b>Total Halloween Havoc Tournney Rev</b>		<b>15,150.00</b>

**Other Revenue**

OWHA Prov. Bond Refund / Donation	2,150.00	
Total OWHA / LLHFL Revenue		2,150.00
<b>Total Other Revenue</b>		<b>2,150.00</b>

**Development Revenue**

Development Fees - Rep	925.00	
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Printed On: 09/04/2018



**West Northumberland Girls Hockey Association**  
**Income Statement 05/01/2018 to 08/31/2018**

Development Fees - House League	100.00	
Total Development Fees		1,025.00
<b>Total Development Revenue</b>		<b>1,025.00</b>
<b>Lottery Fund</b>		
Lottery Fund - Bank Charges		-28.91
<b>Lottery Fund</b>		<b>-28.91</b>
<b>TOTAL REVENUE</b>		<b>95,628.11</b>
<b>EXPENSE</b>		
<b>Ice Costs</b>		
Ice Fees - CCC - Season & Playoffs	1,471.79	
Ice Fees - CCC - Tryouts	6,676.65	
Ice Fees - Cobourg		8,148.44
<b>Total Ice Fees</b>		<b>8,148.44</b>
<b>Online Registration Fees</b>		
Online Registration - Rep		576.32
Online Registration - Ladies League		95.88
Online Registration - House League		55.55
Online Registration - Miscellaneous		20.00
Online Registration - Senior C		6.70
<b>Total Online Registration Fees</b>		<b>754.45</b>
<b>Halloween Havoc Tournament costs</b>		
Halloween Havoc - Comp. Software		565.00
<b>Total Halloween Havoc Tourney Costs</b>		<b>565.00</b>
<b>Bank Related Costs</b>		
BMO Bank Fees		80.00
NSF Fees		14.00
Deposit Contents Fee		46.20
Bank Statement Fees		12.00
<b>Total Bank Related Costs</b>		<b>152.20</b>
<b>Board Costs</b>		

**West Northumberland Girls Hockey Association  
Income Statement 05/01/2018 to 08/31/2018**

Meeting Rooms - AGM	67.80
<b>Total Board Costs</b>	<u>67.80</u>
<b>Other Costs</b>	
Advertising Costs	337.87
Website costs	40.85
<b>Total Other Costs</b>	<u>378.72</u>
<b>TOTAL EXPENSE</b>	<u>10,066.61</u>
<b>NET INCOME</b>	<u>85,561.50</u>