

West Northumberland Girls Hockey Association
Annual General Meeting
May 21, 2019
Cobourg Community Centre; 6:00 pm

Attendance: Jen Ashley, Ian Koellner, Ryan Smith, Shannon Sheehy, Sandi MacDonald-Wangen, Scott MacDonald, Shawn (Toad) Davis, Sandra MacDonald, Ron Samis

Minutes – Motion made by Ian Koellner to accept the AGM Minutes dated May 22, 2018. Seconded by Sandi MacDonald-Wangen. Carried.

TREASURER’S REPORT:

Treasurer, Ian Koellner, provided a year-end financial report for the 2018-2019 season and gave an oral report. (See Appendix A). The tournament was our big money maker and the reason we had a profit at the end of the season. The floor was open to questions. Ian also informed members that discussions are taking place to develop a partnership with the Cougars. Motion made by Shannon to accept the Treasurer’s report. Seconded by Toad, Carried.

PRESIDENT’S REPORT:

Ron Samis thanked everyone for coming and expressing an interest in keeping this association moving forward. Ron thought it was a good year and moving forward the association will continue to build in a positive light.

POLICIES:

See Appendix B below for proposed amendments and policy changes, and vote results.

Motion – A motion was made by Shannon to dissolve the current executive. Seconded by Sandi. Carried.

ELECTION OF OFFICERS:

See Appendix C for nominations that were submitted by the required deadline.
(Note: * depicts the position was *acclaimed*)

Continuing next season in second of their 2-year terms:

First VP	Ken Pederson (resigned)
Second VP	Steve Kniff
Secretary	Jen Ashley (resigned)

Nominations were displayed for the open executive officer’s positions and the following were the successful candidates (by vote, unless acclaimed):

President – Shawn Davis

Shawn Nominated Ron Samis; 2nd Jen; Ron declined

Ron Nominated Shawn Davis – 2nd by Ryan; Accepted nomination. Carried.

1st VP –

Shannon nominate Scott; 2nd Ryan – declined

Jen nominated Shannon; 2nd –Scott – declined

Treasurer – Ian Koellner*

Nominated by Jen; 2nd by Ryan. Carried.

2nd VP – Steve Kniff (2nd of 2 year term). No vote needed.

Registrar – Scott MacDonald

Jen nominated Scott. Shannon 2nd. Carried.

Secretary – Shannon

Shawn nominated Jen. 2nd Scott -decline

Shannon nominated by Jen. 2nd by Ryan. – will stand. Carried

ELECTION OF DIRECTORS:

Ice scheduler – Darren Mackey* 2nd by Scott. Carried.

Director of Development –

Tournament Director –

Equipment Manager –

Members at Large –

Jr. House League Director – Curtis Hackney* 2nd-scott

Ladies House League Director – Sandi*; 2nd by Jen.

Referee-in-Chief – Tom Cole* 2nd Toad.

Communications Officer – Ryan Smith* 2nd by Scott.

Fundraising Director –

Shannon Sheehy* -declined fundraising position

Ryan nominated Sandra*. Toad 2nd. –accepted.

Sponsorship Director – Toad nominated Lyndon Watt*. 2nd-Jen

Ian nominated Jen* as 1st VP. 2nd- Scott.

Motion: Toad made a motion to accept the 2018-2019 Executive as indicated above. Seconded by Scott. Carried.

Motion: Jen made a motion to close the elections. Seconded by Ian. Carried.

Draw for FREE Registration: Shannon won the draw for a free 2017-2018 registration.

Motion – Sandra made a motion to adjourn the Annual General Meeting. Seconded by Ron. Carried.

APPENDIX A 2018-19 Year-End Financial Report

WEST NORTHUMBERLAND GIRLS HOCKEY ASSOCIATION
Statement of Income
For the year ended May 2018 to April 2019

Revenue	
Fees and registrations	\$ 150,212
Team sponsorships	10,850
Rep and House League banquets	5,486
Development camp and fees	2,975
Tryout revenue	7,885
Hockey Canada / First Shift grants	400
Interest and service fee revenue	1,020
Other revenue	259
	<u>179,087</u>
Expenses	
Advertising	338
Bank charges	375
Board and AGM meeting costs	68
Coaching certification reimbursements	96
Development program - Camp costs	1,253
Development program - First shift program	1,693
Development program - Rep , Jr. HL & Goalies	6,950
House League costs	661
Ice rentals (season and tryouts)	140,886
Jersey & Equipment costs - LL and Jr. HL	1,972
Online registration fee costs	954
OWHA registrations and insurance	19,490
OWHA and LLHFL meeting costs	60
Referee fees - Ladies League & Jr. HL	5,842
Rep team banquet	5,516
Scholarships	500
Website costs	1,479
	<u>188,133</u>
Income (loss) before Tournament and Lottery	\$ (9,046)
Tournament results	
Halloween Havoc tournament revenues	50,579
Halloween Havoc tournament costs	(40,232)
Lottery Account (excludes team fundraising)	
Net lottery revenue raised for WNGHA	752
Lottery operation costs - bank charges	(77)
	<u>675</u>
Net income (loss) for the year	\$ 1,976
Bank balance, lottery account and cash on hand at April 30, 2019	\$ 19,048

Policy/Procedure: General Amendment

Submitted by: Jennifer Ashley

Current Wording

N/A

Proposed Wording

Anywhere that refers to “Sr. C rep” should be changed to “Sr. rep”.

Rational

We have more than one Senior Rep team now.

Seconded by Sandi. Carried.

Policy/Procedure: Ladies House League

Submitted by: Jennifer Ashley

Current Wording

Ladies House League

Teams will be set at the beginning of each season.

The Division Convener will set the number of teams based on the total number of players registered. Any player with any past rep experience must register in the competitive division. Ladies who have little or no experience will register in the rec division. The Division Convener will do his/her best to create teams of equal ability and reserves the right to move players from team to team up to December 31st, to help balance the teams.

All efforts will be made so that each House League division shall comprise a sufficient number of teams as are necessary to accommodate the registered players for each division. However, it may be necessary to establish a waiting list in some circumstances. Teams are to be of a quantity to permit equal scheduling of games during the playing season.

Players are eligible to play in one division only, unless otherwise approved by WNGHA executive. A latecomer to the House League will be placed on a neutral team, if possible, for evaluation and before being placed on her final team.

Any player who has not paid her registration fees by the commencement of the regular season will not be permitted to play until the outstanding fees are paid.

Proposed Wording

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Goalie's registration fees will be the total of the OWHA insurance fee.

Rationale

Full time goalies have been asked to pay full fees, with an opportunity for a partial rebate at the end of the season, based on attendance. Part time goalies currently pay only the amount of the OWHA insurance fee. This ensures the women's HL, which generally has 8 teams, has enough goalies to make the league viable. During the 2017-18 season, there were only 2 FT goalies, so the PT goalies got just as much ice time. During the 2018-19 season, there were NO full time goalies so every goalie just paid the insurance fee. This amendment will ensure there is equity to all goalies re: their fees and will help to ensure the league has enough goalies to make the league viable.

Seconded by Toad. Carried.

Policy/Procedure: Uniform Amendment

Proposed Wording

Motion by Shawn Davis - June 12, 2018

Novice, atom, & PW teams wear the new style wind suits and to give the Bantams and Midgets an option between the wind suit or yoga pants/jackets, for the 2018-19 season. By the start of the 2019-20 season, it will be mandatory for Bantam teams to wear the new style wind suit.

Seconded by Ian. Carried.

Policy/Procedure: Financial Policy Addition

Proposed Wording

Motion by Ian Koellner - Sept. 4, 2018

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 2nd 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 1st, the player will not be allowed on the ice for both practices and games until payment is received in full.

Seconded by Jen. Carried.

Policy/Procedure: CCC Fee

Submitted by: Jennifer Ashley

Current Wording

No current policy

Proposed Wording

Motion by Jen Ashley - Nov. 13, 2018

The WNGHA maintain the CCC fee of \$7/player and that it be earmarked to be given to the town of Cobourg for the outstanding pledge that the association made when the CCC was built. A payment will be made to the CCC at the conclusion of each season until the debt is completely paid off.

Seconded by Jason. Carried.

There will be a WNGHA administration fee of \$20/player, to a maximum of 17 players/team.

Seconded by Scott. Carried.

Rational

Both of these are currently included in team fees but are not accounted for in our policies. Including them in our policies will account for these charges forwarded to the teams.

Policy/Procedure: Baseline Concussion Testing

Submitted by: Shannon Sheehy

Current Wording

BASELINE CONCUSSION TESTING

In order to assist in the health and well-being of the players, in the event of a concussion, all WNGHA registered players aged 10 – 18, inclusive, must have a baseline concussion testing done prior to their first game, at the parent's expense. This policy is effective beginning with the start of the 2016/2017 hockey season. In order to return to the ice, after a concussion, WNGHA follows those policies adopted by the OWHA.

Proposed Wording

Baseline Concussion Testing

Baseline Concussion Testing is not mandatory in order to play or practice for any registered player. WNGHA recommends you discuss with your Primary Care Provider whether the player requires baseline concussion testing, and for the return to ice post-concussion. If a player suffers a concussion, WNGHA follows the same policies adopted by the OWHA for the return to ice post-concussion.

Rational

Reflects the changes discussed in Executive meetings, meets best practice for Concussion Management, reduces liability of WNGHA and defers back to medical practitioner.

Seconded by Scott. Carried.

Policy/Procedure: Fundraising Policy

Submitted by: Shannon

Current Wording

Fundraising is defined as any funds raised by a group to assist a WNGHA team or the WNGHA as a whole. Fundraising activities cannot include 50/50 draws, raffles or Bingos, until after WNGHA has been approved as an eligible lottery licensee. Once WNGHA is approved, the team will be required to obtain a lottery licence, and would be subject to the respective lottery licence policies. All fundraising events of a team must be communicated to the fundraising director of WNGHA prior to the fundraising activity occurring. The proceeds resulting from all fundraising events must be communicated to the fundraising director of WNGHA within 5 days of the conclusion of the event.

Proposed Wording

Fundraising is defined as any funds raised by a group to assist a WNGHA team or the WNGHA as a whole. All fundraising events of a team must be communicated to the fundraising director of WNGHA prior to the fundraising activity occurring. All fundraising amounts received need to be communicated to the Fundraising Director within 5 days after the said event has completed and lottery monies given to the treasurer. Fundraising activities can include 50/50 draws, raffles or Bingos under the WNGHA lottery license. Individual teams are responsible for obtaining their own lottery license for each specific event planned, these are available through the Town of Cobourg with a 14 day lead time required. The cost of the license is 3% of anticipated revenue and this fee must be obtained through the WNGHA Treasurer (treasurer@wngha.ca) prior to submission of the license application.

All rules of the AGCO must be followed when running your licensed event. The license application can be found here; https://www.agco.ca/sites/default/files/6004_raffle_app_1.pdf

New for 2019/2020 The fundraising cap previously in place has been dissolved and teams can raise funds required to cover the costs of the team as needed. Any monies raised that extend over the costs incurred to run the team, must be returned to the players by the end of the closing budget, 5 days after the banquet. WNGHA sanctioned, dances are not permitted as a fundraising activity under the OHA insurance for minor hockey and as such cannot occur within the guidelines of the OWHA.

Rational

Reflects updates in the attainment of the lottery license by WNGHA and the process for obtaining individual. Speaks to dissolving the fundraising cap, and notice as to the absence of dances in alignment with the OWHA.

Seconded by Ian. Carried.

Policy/Procedure: Call for Coaches

Submitted by: Jennifer Ashley

Current Wording

N/A

Proposed Wording

Any AA team call for coaches will be put out by December 1st.

Rational

There is currently no date requirements for posting the call for coaches. Posting earlier will put us in line with the other AA centres and may result in more applicants.

Seconded by Toad. Carried.

APPENDIX C WNGHA Executive 2019-2020 Nominations (submitted by deadline)

	Accepted ✓	Nominated by	Seconded by
President			
Registrar			
Treasurer			
Ian Koellner	✓	Jen Ashley	
Secretary (for 1 yr term)			
Shannon Sheehy	✓	Jen Ashley	
First Vice President (for 1 yr term)			
Tournament Chair			
Fundraising Chair			
Shannon Sheehy	✓	Jen Ashley	
Coach & Player Development			
Toad Davis	✓	Jen Ashley	
Referee-in-Chief			
Tom Cole	✓	Jen Ashley	
House League Representative			
Curtis Hackney	✓	Jen Ashley	
Ladies HL Representative			
Ice Scheduler			
Darren Mackey	✓	Jen Ashley	
Sponsorship Representative			
Equipment Manager			
Scott MacDonald	✓	Jen Ashley	
Communications Officer			
Ryan Smith	✓	Jen Ashley	
Member at Large (2)			
Second Yr. of 2 Yr. Term:			
First VP	Ken Pederson (resigned)		
Second VP	Steve Kniff		
Secretary	Jen Ashley (resigned)		