



# Monthly Executive Meeting

- Jan 31, 2022 @ 7pm - Virtual
- Chair: Nadia Elmasry Weiss, Secretary: Cindy Holland

## Attendance

Officers					
Quorum: President or VP + 3 Officers + 50% Directors					
Nadia Elmasry Weiss	Y	Barry Keen	N	Nathan Woods	Y
Chris Taylor	Y	Brad Shantz	Y	Mike Heckendorn	N
Josh Gruhl	N	Cindy Holland	Y	Katie Hackert	Y
Directors					
Kevin Brown	N	Mark Trimble		Aaron Hardy	Y
Luke Baleshta	Y	Jenna Abate	Y		
Mike Stiles	Y				
Staff					
Tracey Williams	Y				
Guest(s)					
Catherine Stiles	Y				

## 2. Agenda

- [Call to order](#)
- [Guest\(s\) have the floor](#)
- [Previous Minutes](#)
- [Reports](#)
- [Old Business](#)
- [New Business](#)
- [Adjourned](#)

### 3. Appendices

#### A. [Financial Statements](#)

### 4. Call to Order

Start time – 7:03pm

### 5. Guest(s) have the floor

### 6. Previous Minutes

- Motion to approve the reports – Mike Stiles
- 2<sup>nd</sup> - Luke Baleshta

### 7. Reports

- Are there any items that need to be discussed tonight for the reports submitted?
  - Items discussed have been posted below in new business.
- Motion to approve the reports
  - 1<sup>st</sup> – Mike Stiles
  - 2<sup>nd</sup> – Chris Taylor

#### 7.1. President - Nadia Elmasry Weiss

- Covid reporting - we have had 4 reported cases with minimal disruption

#### 7.3. Vice-President - Representative Teams - Nathan Woods

- **Elmira Jr. Kings Sponsorship.** WMHA sponsored the Elmira Jr. Kings for \$2500 in January. The Elmira Jr. B Sugar Kings have committed to doing the same
- **2<sup>nd</sup> Phase of the Season schedule update (Jan 31 – Mar 24)**
  - Prior to the recent shutdown due to Covid, Tri-County planned 16 games to be scheduled between Jan 2 – Mar 24. As a result of the recent shutdown due to Covid, Tri-County is preparing an updated round robin playoff schedule that accommodates as many games as possible while making sure the format is fair for all teams. Teams will resume on ice activity Jan 31. Round robin playoff

games will commence at the beginning of February, and it is likely the number of games for rep teams will be between 8-10.

- There are no playoff games or team practices Mar 11-18. This is an OHF rule (not a Tri County rule) that is still being enforced
- Teams have the option to arrange exhibition games through their association and through the travel permit process during the 2<sup>nd</sup> phase of the season if they so choose
- **Tri County championship weekend (Mar 25 & 26).**
  - Currently Woolwich has committed to host U13 AA (4 games), A (3 games), AE (3 games) and U11 A (3 games). Tri County is still in need of centers offering to host several age groups and categories. If WMHA has interest and available ice, there is still an opportunity to host the following:
    - U10 AA (4 games), A (4 games), AE (3 games)
    - U12 AA (4 games), A (4 games)
    - U14 A (3 games), AE (3 games)
    - U15 AE (3 games)
    - U16 A (4 games), AE (3 games)
    - U18 A (4 games), AE (3 games)
- **U9 Tri County championship weekend** is expected to be held on March 27 in Burlington
- **2022 Season Tryouts.** There is still discussion amongst OMHA of potential change between Spring vs. Fall tryouts for teams. Expect final decision by end of Feb. As it currently stands:
  - U7-U11 will continue to follow the nationally approved Canadian Player Pathways
  - U12 & U13 will be held in the Fall, following Labour Day
  - U14-U21 will be held in the Spring. First evaluations will be Apr 25
- **OMHA Center Mailings.** Expect OMHA to send an update soon on the following:
  - AE structure for 2022/2023
  - Coach requirements – expect all coaches required to be certified in 2022

#### 7.4. Vice-President - Local League Teams - Chris Taylor

- With restrictions lifting Monday Jan 31, LL games will continue as per the schedule. So far coaches are eager to get going again. We're looking to complete the regular season Feb 27 with no games during the march break.
- We put a poll on the website looking for membership preferences with respect to the 2022 season, with options for CW/Waterloo/GrandRiver. The poll was removed Jan 12 with a total of 66 respondents. The submitted results were reviewed and a recommendation will be made during the executive meeting and looking for approval and a final decision on our direction at that time.

- I sent a heads up email to CW to let them know we were looking at all our options. Paul Wilson (OMHA) noticed our poll and advised us that there are hoops to go through if Waterloo is chosen...which we were aware of.

## 7.5. Vice-President - Coaching - Brad Shantz

### **1) Coaching Surveys**

- Posted January 18<sup>th</sup> Survey to end Feb 3<sup>rd</sup>
- 9 responses
- U9 – 3 responses
- U11 – 1 response
- U13 – 3 responses
- U15 – 2 responses

### **2) Coaching Application Posted**

- Posted January 18 to end Feb 15<sup>th</sup>
- 3 applicants to date
- Review applicants & evaluate along with interviews Feb 4<sup>th</sup> to Feb 25<sup>th</sup>
- Coaching selection committee: Brad, Nathan (Additional Committee members to be selected)
- Announce Coaches April 1<sup>st</sup>

## 7.6. Vice-President - Player Development - Josh Gruhl

- Nothing to report

## 7.7. Vice-President - U9 & Below - Mike Heckendorn

- Nothing to report

## 7.8. Coach Selection Committee - Nathan Woods & Brad Shantz

- Nothing to report

## 7.9. Player Safety Committee – Josh Gruhl

- Nothing to report

#### 7.10. Equipment Committee - Mark Trimble

- 2 sets of AtomMac (U11) jerseys & socks have been ordered for next season. We still have 3 unused sets from this season.
- We will no doubt have extra sets, which can be used for tournaments & potential conflicting colours with other associations. Will re-evaluate Fall 2022, once registration is complete.

#### 7.11. Photo Committee - N/A

- No committee this year

#### 7.12. Woolwich Weekend - N/A

- Nothing to report.

#### 7.13. Woolwich Cup - N/A

- Nothing to report.

#### 7.15. 4 on 4 - N/A

- Nothing to report.

#### 7.16. Spiritwear Committee - Aaron

- Nothing to report

#### 7.17. Constitution Committee – Mike Stiles

- Nothing to Report

#### 7.18. Nomination Committee – Cindy Holland

- Nothing to Report

#### 7.19. Sponsorship Committee - Kevin Brown

- As an executive we have increased the sponsorship numbers from previous years, close to \$14000 to date.

- I would suggest in moving forward to hopefully a more "normal" season in 2022-2023 that whoever is the sponsorship director, use the guidelines that Mike Stiles unearthed from the hidden webpage.
- One thing that is concerning are the businesses that are choosing to sponsor a specific team instead of the organization. Is there a way to change this that helps the organization as well as the team?

## 7.20. Fundraising Committee - Aaron Hardy

### **Old Business 2021 Fundraising final #'s**

#### 1 - Pepperstix

- Total Sales of \$7980 from 9 teams
- Teams earned \$1995
- Association Profit \$2219.40

2 - Cash Calendars - This year we collected the money after the team took their \$5 per calendar and then sent Sugar Kings a payment for their \$10 per calendar. It was very clean and easy.

- Total Calendar sales of 487 calendars - \$4870 profit to WMHA and \$4870 check sent to Sugar Kings

Total funds earned for WMHA 2021 = \$4870 + 2219.40 = \$7089.40

### **New Business - 2022/2023 Fundraising plan and structure**

It was floated to the group that we make a fundamental change to our fundraising program which was responded to by only positive responses on making a change. The proposal had a couple options.

1 - an increase in registration fees by adding a fundraising fee. This could be \$100 per player. With those funds 50% goes to the association and the remainder we create a raffle where each registrant gets 7 tickets at a value of \$20/ticket \$120 total. They can sell the tickets individually and make \$120 which they can keep to offset other fees or just keep the tickets themselves and have a shot at winning a prize. We collect the tickets by November 25th and have a draw on Dec 1st with 5 cash prizes splitting up the other 50% with the following prize breakdown:

- 1st - \$12500
- 2nd - \$5000
- 3rd - \$2500
- 4th - \$1500
- 5th - \$1000

With 450 registrants it's \$45000. WMHA receives \$22500 of which we can put \$15000 to cover our annual equipment requirements and Jersey's and the remainder \$7500 we could use to put towards a part time position with WMHA . This would make a great and transparent application of our fundraising monies that we can tell members about proudly. It will require very little management from WMHA as the tickets are given at the beginning of the season and we don't need any funds back. All we do is hold the draw.

2 - We just raise registration by an amount that secures our revenue target and let teams run all their own fundraisers throughout the year to generate team funds to cover increased registration fees. We can eliminate a committee and focus that time and energy on other activities within the association.

### **New Business - Volunteerism**

In my 2 years on the committee the one constant is that we as executive we all share a large portion of the work to run the association. We are supposed to be directors of committees. Volunteers are hard to come by and many committees have only 1 or 0 members. In an effort to increase volunteers would it be possible to create a fees reimbursement program whereby volunteers who commit to serve on "x" committees or take on "x" roles in a season will receive a reduction in their annual fees of \$200 once approved by the respective committee chair. The goal being to fill committees with volunteers so board members can manage committees rather than having to do all the work themselves. The result will be more forward thinking and planning from us board members once we have boots on the ground to carry through on the plans.

#### **7.21. Communications Committee - Mike Stiles**

- Nothing to Report

#### **7.22. First Shift Committee - Nadia Elmasry Weiss**

- First Shift to kick off Feb 5 2022 with 30 participants. We had over 20 people reach out to volunteer; mostly youth. Luke Baleshta will run the on ice sessions.

#### **7.23. Volunteer Committee - N/A**

- No committee this year

#### **7.24. Risk Management – Cindy Holland**

- Nothing to Report

#### 7.25. Goalie Development Committee - Josh Gruhl

- Nothing to Report

#### 7.26. Treasurer - Katie Hackert

- Financial statements supplied in [Appendix A - Financial Statements](#)
- Registration in 2019 was 292,630.71
- Sponsorship 17,850.14
- Sponsors not paid Ayr Welding, pro Hockey Life, Forbes Motors

#### 7.27. Website - Tracey Williams / Catherine Stiles

- No report

#### 7.28. Office - Tracey Williams / Catherine Stiles

- No report

#### 7.29. Registrar - Tracey Williams / Catherine Stiles

- No report

#### 7.30. Scheduler - Tracey Williams / Catherine Stiles

- Nothing to Report

#### 7.31. Secretary – Cindy Holland

- Nothing to report

#### 7.32. Finance Committee

- Nothing to report

#### 7.33. Player Safety – Luke Baleshta

- Nothing to report



## 8. Old Business

## 9. New Business

Tri-County is meeting based on feedback about the lack of ice time. Tri-County is meeting to discuss the feedback and try and get more ice time in for the teams. It's also been determined that the U9 will have no championship weekend.

Tryouts are slated for the spring, considerations are being made as to what this will look like and new regarding this will be released soon.

Executive discussed about refunds and have determined to see how the rest of the season and game times plays out. Once we have a better understanding of budget and games play we will re-evaluate at a later executive meeting.

Chris Taylor discussed the outcome of the Local League poll and the executive gave feedback on next inquire steps. Chris will come back to the next executive meeting with recommendations if a vote is require.

4 on 4 Program was discussed, and it's been noted that it's a great income for WMHA, it would be beneficial to adding It to the spring of 2022. It was determined that Tracey would investigate Ice available and registration fees. Considerations should be made to open the registration to Woolwich kids for a few days prior to opening it to the public, the executive agreed. Mark, Mike, Catherine, Jenna & Cindy offered to help with any items to make 4on4 successful.

Tracey & Catherine were asked to leave the meeting to discuss offering them permanent positions at WMHA. The executive took a vote (Yah – unanimously) to offer salaried positions and Tracey & Catherine. Nadia will be meeting with Tracey & Catherine and will work with other executive members on budget and salaries over the coming weeks. Nadia suggested that we look at incorporating tournament and 4 on 4 programs to part of their job descriptions if budget allows, the executive agreed.

Brad Shantz is working on re-evaluating rep fees, comparing to neighboring centers and then providing a recommendation if an increase should be made within WMHA for Rep Fees.

The 2022/2023 Budget planning meetings have begun and will continue over the coming weeks to ensure that it's formalized before the Feb 2022 Meeting.

Discussion around missing sponsorship funds and missing registration funds were discussed, both companies and individuals will be contacted by WMHA in the coming weeks.

## 10. Adjourned

Time – 8:07pm

## 11. Appendices

### 11.1. Appendix A - Financial Statements

#### 11.1.1. Financial Statements up to Previous Month

11:29 AM	<b>Woolwich Minor Hockey</b>			
01/10/22	<b>Profit &amp; Loss Budget vs. Actual</b>			
Accrual Basis	<b>April through December 2021</b>			
	Apr - Dec 21	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
Income				
4 on 4	0.00	0.00	0.00	0.0%
Development Fees Income	29,020.00	9,710.00	19,310.00	298.9%
Fundraising				
Cash Calendar Fundraising	-45.00	14,000.00	-14,045.00	-0.3%
Pepperettes	5,017.50			
Fundraising - Other	922.50			
<b>Total Fundraising</b>	<b>5,895.00</b>	<b>14,000.00</b>	<b>-8,105.00</b>	<b>42.1%</b>
Misc Income	455.85	500.00	-44.15	91.2%
Registration	281,092.56	280,000.00	1,092.56	100.4%
Representative Fees	75,495.00	83,305.00	-7,810.00	90.6%
Select Fees	4,500.00	16,000.00	-11,500.00	28.1%
Sponsorship Revenue	13,300.00	17,000.00	-3,700.00	78.2%
Tournament Fees Paid back	9,805.00			
Try out Fee Select	1,151.00	1,800.00	-649.00	63.9%
Try Out Fees	6,490.00	11,000.00	-4,510.00	59.0%
Woolwich Cup Tournament	7,475.00			
Woolwich Weekend Tournament	25,250.00			
<b>Total Income</b>	<b>459,929.41</b>	<b>433,315.00</b>	<b>26,614.41</b>	<b>106.1%</b>
<b>Gross Profit</b>	<b>459,929.41</b>	<b>433,315.00</b>	<b>26,614.41</b>	<b>106.1%</b>
Expense				
Accounting Fees	0.00	750.00	-750.00	0.0%
Advertising and Promotion	0.00	250.00	-250.00	0.0%
Bank Service Charges	1,719.59	250.00	1,469.59	687.8%
Cash Calendar Fundraising	4,870.00	10,500.00	-5,630.00	46.4%
Coaches Clinic	1,800.89	2,875.00	-1,074.11	62.6%
Coaches Dinner	0.00	2,000.00	-2,000.00	0.0%
Concussion testing	565.00	750.00	-185.00	75.3%
Development Fees				
Development Instruction - Power	4,500.00			
Goalie Development	0.00	2,000.00	-2,000.00	0.0%
Ice	0.00	4,200.00	-4,200.00	0.0%
Instruction	0.00	7,000.00	-7,000.00	0.0%
Development Fees - Other	5,675.00	0.00	5,675.00	100.0%
<b>Total Development Fees</b>	<b>10,175.00</b>	<b>13,200.00</b>	<b>-3,025.00</b>	<b>77.1%</b>

11:29 AM

01/10/22

Accrual Basis

**Woolwich Minor Hockey**  
**Profit & Loss Budget vs. Actual**  
 April through December 2021

	Apr - Dec 21	Budget	\$ Over Budget	% of Budget
Electronic Game Sheets				
Equipment	0.00	809.00	-809.00	0.0%
Game Fees Cost	0.00	0.00	0.00	0.0%
Electronic Game Sheets - Other	1,152.60	809.25	343.35	142.4%
<b>Total Electronic Game Sheets</b>	<b>1,152.60</b>	<b>1,618.25</b>	<b>-465.65</b>	<b>71.2%</b>
Entry Fees	2,741.00	3,480.00	-739.00	78.8%
Equipment				
Shirt Expense				
IP Jerseys	0.00	3,000.00	-3,000.00	0.0%
Shirt Expense - Other	101.70	5,000.00	-4,898.30	2.0%
<b>Total Shirt Expense</b>	<b>101.70</b>	<b>8,000.00</b>	<b>-7,898.30</b>	<b>1.3%</b>
Sock Expense	7,972.42	7,500.00	472.42	106.3%
Equipment - Other	2,198.96	9,480.00	-7,281.04	23.2%
<b>Total Equipment</b>	<b>10,273.08</b>	<b>24,980.00</b>	<b>-14,706.92</b>	<b>41.1%</b>
Executive Travel Expense	0.00	500.00	-500.00	0.0%
Ice costs				
October	53,176.99			
September	30,216.75			
Ice costs - Other	0.00	280,000.00	-280,000.00	0.0%
<b>Total Ice costs</b>	<b>83,393.74</b>	<b>280,000.00</b>	<b>-196,606.26</b>	<b>29.8%</b>
Ice Scheduler	5,315.14	6,337.50	-1,022.36	83.9%
Insurance Expense	16,224.03	29,855.00	-13,630.97	54.3%
Interest Expense	0.00	750.00	-750.00	0.0%
Internet Services & Website	0.00	0.00	0.00	0.0%
Junior Sugar Kings Expense	2,500.00			
Misc Expense	615.76	100.00	515.76	615.8%
Office Manager	6,301.30	6,337.50	-36.20	99.4%
Office Manager Assistant	0.00	0.00	0.00	0.0%
Office Rent Expense	0.00	1,350.00	-1,350.00	0.0%
Office Supplies	212.34	500.00	-287.66	42.5%
Pepperette Fundraising	3,501.76			
Playdown fees	0.00	500.00	-500.00	0.0%
Referee Expense				
November	9,926.00			
October	2,144.00			
Referee Expense - Other	0.00	29,139.25	-29,139.25	0.0%
<b>Total Referee Expense</b>	<b>12,070.00</b>	<b>29,139.25</b>	<b>-17,069.25</b>	<b>41.4%</b>

11:29 AM

01/10/22

Accrual Basis

**Woolwich Minor Hockey**  
**Profit & Loss Budget vs. Actual**  
 April through December 2021

	Apr - Dec 21	Budget	\$ Over Budget	% of Budget
Timekeepers Expense				
December	740.00			
November	1,980.00			
October	360.00			
Timekeepers Expense - Other	0.00	7,275.25	-7,275.25	0.0%
<b>Total Timekeepers Expense</b>	<b>3,080.00</b>	<b>7,275.25</b>	<b>-4,195.25</b>	<b>42.3%</b>
Tournament Fees Paid	12,073.98			
Trophies	0.00	3,500.00	-3,500.00	0.0%
Try Outs				
Body Checking Clinics	0.00	300.00	-300.00	0.0%
Ice Costs	0.00	1,200.00	-1,200.00	0.0%
Ref's	0.00	2,000.00	-2,000.00	0.0%
Timekeepers	0.00	260.00	-260.00	0.0%
Try Outs - Other	0.00	450.00	-450.00	0.0%
<b>Total Try Outs</b>	<b>0.00</b>	<b>4,210.00</b>	<b>-4,210.00</b>	<b>0.0%</b>
Woolwich Weekend				
Ice Cost	11,308.53			
Miscellaneous	5,268.55			
<b>Total Woolwich Weekend</b>	<b>16,577.08</b>			
<b>Total Expense</b>	<b>195,162.29</b>	<b>431,007.75</b>	<b>-235,845.46</b>	<b>45.3%</b>
<b>Net Ordinary Income</b>	<b>264,767.12</b>	<b>2,307.25</b>	<b>262,459.87</b>	<b>11,475.4%</b>
<b>Net Income</b>	<b>264,767.12</b>	<b>2,307.25</b>	<b>262,459.87</b>	<b>11,475.4%</b>

