



# Monthly Executive Meeting Minutes

- March 29, 2020 @ 7pm - Virtual Meeting
- Chair: Barry Keen, Secretary: Vacant (Barry to fill in this meeting)

## 1. Attendance

Officers						Quorum: President or VP + 3 Officers + 50% Directors					
Barry Keen	x	Rob Moyer		Mike Birmingham	x						
Chris Taylor	x	Nathan Woods	x	Nadia Elmasry Weiss	x						
Mike Heckendorn	x	Katie Hackert	x	Vacant							
Directors											
Kevin Brown		Josh Gruhl	x	Mark Trimble	x						
Aaron Hardy		Zack Barriage		Brett Bickerton	x						
Mike Stiles	x	Cindy Holland	x								
Staff											
Donna Harrington	x										
Guest(s)											
Alex Martin		Kurt Wilkie	x								

## 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 7:02 pm

## 5. Guest(s) have the floor

Kurt Wilkie representing the EDRHA

- Nothing to report
- If games happen they will provide refs

## 6. Previous Minutes

- Motion to approve the reports –Josh
- 2<sup>nd</sup>- Mike B.
  - Vote:

## 7. Reports

- Any items pulled from the Reports into Old Business
- Motion to approve the reports – Mike B.
  - 2<sup>nd</sup>: Chris
  - Vote:

### 7.1. President - Barry Keen

- Update from the township. They will keep the ice in McLeod until the end of May unless both associations decide not to continue sooner. St Jacob's ice is scheduled to come out April 9<sup>th</sup> but could be postponed for 2 wks if we move to Orange and we decide to continue with the season.

### 7.3. Vice-President - Representative Teams - Mike Birmingham

- Competitive hockey continues with Red restrictions.
- 2 teams shutdown for 14 days as the result of a potential Covid-19 exposure. All players and coaches test results returned negative – NO SPREAD via hockey activities.
- OHF has provided potential calendar for a fall season start. With pathway (U9 & U11) and category (AAA, AA, A/AE) restrictions for dates the majority of our A level tryouts won't start until late September based on the calendar provided with tournaments starting no earlier than October.

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

- Things in LL are running smooth. Some of the teams have indicated ending the season in April is welcome as social distanced practicing is starting to get old for some of the older age groups. I haven't heard much else worth reporting on.

#### 7.5. Vice-President - Coaching - Nathan Woods

- Nothing to Report

#### 7.6. Vice-President - Player Development - Nadia Elsmar-Weiss

- Working on refunds and would like to have them out by end of April.

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

- Season is concluding March 31st
- I have asked coaches for any positive or negative feedback
- I assume there will be a credit for this group, although I don't need that number right away, I would like to communicate with them that there will or won't be a credit.
- Medallions have been handed out to all coaches or managers. I was hoping to do that myself, but considering we are still in red, I decided against it.
- I ordered the medallions from the same company as last year (recommended by Tracey) The company has been sold and went from a mom and pop shop to a legit business. Prices were fine, communication timing was great, quality wasn't.

#### 7.8. Coach Selection Committee - Nathan Woods

Rep coaches have been confirmed and selected for the 2021/2022 Season:

- U11 Major A (2011)
- U13 Major A (2009)
- U15 Minor A (2008)
- U15 Major A (2007)
- U15 AE (2007 & 2008)
- Elmira Jr. Kings

The application process will open / begin in April for the following Rep teams:

- U9 Major A (2013)
- U11 Minor A (2012)
- U13 Minor A (2010)
- U13 AE (2009 & 2010)
- U18 Minor A (2006)
- U18 MD (2004 – 2006)

The goal is to have all rep coaches selected by the end of June.

Applications for Local League staff will also be accepted beginning April.

### 7.9. Player Safety Committee - Josh Gruhl

- I have not had any reported concussions or major injuries reported to me this season.

### 7.10. Equipment Committee - Kevin Brown

- WHMA received a set of goalie equipment through the OMHA Goalie Assist Program. Depending on the number of teams next year we will probably have to buy another couple of sets of goalie gear for U9 and below.
- An email has been sent out to the IP coaches to remind them to gather any loaned equipment as their season is winding down. Another email will be sent out to U11 and above to start doing the same when we know our proposed end date better.

### 7.11. Photo Committee - N/A

- No committee this year

### 7.12. Woolwich Weekend - N/A

- No committee this year

### 7.13. Woolwich Cup - N/A

- No committee this year

#### 7.14. Woolwich Juvenile Weekend - N/A

- No committee this year

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

- No committee at this time

#### 7.16. Spiritwear Committee - Zack Barriage

- No report

#### 7.17. Constitution Committee - Brett Bickerton

- No meetings
- Working on a new refund/late policy

#### 7.18. Nomination Committee - Brett Bickerton

- Nothing to Report

#### 7.19. Sponsorship Committee - Mark Trimble

- Nothing to report for sponsorship this month.

#### 7.20. Fundraising Committee - Aaron Hardy and Mike Heckendorn

- With all the shutdowns and trying financial times Mike and I after consulting some others decided to suspend fundraising.
- We do still have the license plate covers available as that is an ongoing initiative with no expiry.

#### 7.21. Communications Committee - Mike Stiles

- No report

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

- WMH applied to host program Winter 2021/2022.

### 7.23. Volunteer Committee - N/A

- No committee this year

### 7.24. Risk Management – Cindy Holland

- No report

### 7.25. Goalie Development Committee - Josh Gruhl

- Goalie clinic never started this season due to covid, we will try to get it back on ice for next season.

### 7.26. Treasurer - Katie Hackert

- Financial statements supplied in [Appendix A - Financial Statements](#)

### 7.27. Website - Donna Harrington

- No report

### 7.28. Office - Donna Harrington

- No report

### 7.29. Registrar - Donna Harrington

- No Report

### 7.30. Scheduler - Donna Harrington

- No report

### 7.31. Secretary - Vacant

- Nothing report

### 7.32. Finance Committee

- Nothing to report

## 8. Old Business

## 9. New Business

- To set an AGM date, suggesting June 2, 2021 via Zoom. For reference, "An Annual Meeting of the Association, open to the public, shall be held by no later than June 15 of each season."
  - Motion put forward by Brett
  - 2<sup>nd</sup> Mike B.
  - Vote: passed
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- Discussion of how to carry on after April 9<sup>th</sup>, when the ice is coming out of St Jacob's(meaning less ice available)
  - Brett put forward a motion that we would end the season April 9<sup>th</sup> but offer extended play for those interested.
  - 2<sup>nd</sup> by Mike H.
  - Vote: passed

## 10. Adjourned 9:04pm

## 11. Appendices

### 11.1. Appendix A - Financial Statements

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

3:53 PM

03/05/21

Accrual Basis

**Woolwich Minor Hockey**  
**Profit & Loss Budget vs. Actual**  
 April 2020 through February 2021

	Apr '20 - Feb 21	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
4 on 4	3,075.00	0.00	3,075.00	100.0%
Development Fees Income	6,765.01	9,300.00	-2,534.99	72.7%
Elimination Dance Income	328.22			
<b>Fundraising</b>				
Cash Calendar Fundraising	12,280.00	13,389.75	-1,109.75	91.7%
Fundraising - Other	50.00			
<b>Total Fundraising</b>	12,330.00	13,389.75	-1,059.75	92.1%
Misc Income	0.00	800.25	-800.25	0.0%
Registration	262,465.50	263,720.42	-1,254.92	99.5%
Representative Fees	42,480.00	0.00	42,480.00	100.0%
Sponsorship Revenue	13,511.40	15,913.33	-2,401.93	84.9%
Try Out Fees	0.00	0.00	0.00	0.0%
Woolwich Weekend Tournament	0.00	0.00	0.00	0.0%
<b>Total Income</b>	340,955.13	303,123.75	37,831.38	112.5%
<b>Gross Profit</b>	340,955.13	303,123.75	37,831.38	112.5%
<b>Expense</b>				
4 on 4 tournament				
Shirt Expense	0.00	6,500.00	-6,500.00	0.0%
<b>Total 4 on 4 tournament</b>	0.00	6,500.00	-6,500.00	0.0%
Advertising and Promotion	0.00	0.00	0.00	0.0%
Bank Service Charges	518.12	610.50	-92.38	84.9%
Cash Calendar Fundraising	8,440.00	8,877.00	-437.00	95.1%
Coaches Clinic	465.56	1,059.67	-594.11	43.9%
Coaches Dinner	0.00	0.00	0.00	0.0%
Concussion testing	200.00	618.75	-418.75	32.3%
Development Fees				
Development Instruction - Power	2,875.00			
Development Fees - Other	0.00	8,525.00	-8,525.00	0.0%
<b>Total Development Fees</b>	2,875.00	8,525.00	-5,650.00	33.7%
Electronic Game Sheets				
Game Fees Cost	0.00	423.50	-423.50	0.0%
<b>Total Electronic Game Sheets</b>	0.00	423.50	-423.50	0.0%
Entry Fees	1,782.00	3,149.67	-1,367.67	56.6%



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03/05/21  
Accrual Basis

**Woolwich Minor Hockey  
Profit & Loss Budget vs. Actual  
April 2020 through February 2021**

	Apr '20 - Feb 21	Budget	\$ Over Budget	% of Budget
Equipment				
Shirt Expense				
IP Jerseys	0.00	2,263.25	-2,263.25	0.0%
Shirt Expense - Other	1,363.57	13,627.17	-12,263.60	10.0%
<b>Total Shirt Expense</b>	1,363.57	15,890.42	-14,526.85	8.6%
Equipment - Other	1,471.82	256.67	1,215.15	573.4%
<b>Total Equipment</b>	2,835.39	16,147.09	-13,311.70	17.6%
Executive Travel Expense	0.00	0.00	0.00	0.0%
Hockey Banquet Expense	0.00	0.00	0.00	0.0%
Ice costs				
December	20,329.59			
November	20,329.59			
October	45,590.69			
Ice costs - Other	0.00	104,397.33	-104,397.33	0.0%
<b>Total Ice costs</b>	86,249.87	104,397.33	-18,147.46	82.6%
Ice Scheduler	4,011.62	6,277.33	-2,265.71	63.9%
Insurance Expense	22,407.20	25,361.42	-2,954.22	88.4%
Interest Expense	0.00	297.92	-297.92	0.0%
Internet Services & Website	1,723.25	331.47	1,391.78	519.9%
Misc Expense	76.84	383.17	-306.33	20.1%
Office Manager	5,824.10	6,406.58	-582.48	90.9%
Office Manager Assistant	0.00	445.50	-445.50	0.0%
Office Rent Expense	0.00	2,286.17	-2,286.17	0.0%
Office Supplies	649.38	794.75	-145.37	81.7%
Playdown fees	0.00	0.00	0.00	0.0%
Referee Expense				
November	2,529.00			
October	414.00			
Referee Expense - Other	0.00	15,849.17	-15,849.17	0.0%
<b>Total Referee Expense</b>	2,943.00	15,849.17	-12,906.17	18.6%
Registration refunds & NSF cheq	0.00	0.00	0.00	0.0%
Timekeepers Expense	0.00	3,861.00	-3,861.00	0.0%
Tournament Fees Paid	0.00	0.00	0.00	0.0%
Trophies	0.00	628.83	-628.83	0.0%
Try Outs	0.00	0.00	0.00	0.0%

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03/05/21  
Accrual Basis

**Woolwich Minor Hockey  
Profit & Loss Budget vs. Actual  
April 2020 through February 2021**

	Apr '20 - Feb 21	Budget	\$ Over Budget	% of Budget
Woolwich Cup Expenses				
Misc Expenses	56.50			
<b>Total Woolwich Cup Expenses</b>	56.50			
<b>Total Expense</b>	141,057.83	213,231.82	-72,173.99	66.2%
<b>Net Ordinary Income</b>	199,897.30	89,891.93	110,005.37	222.4%
<b>Net Income</b>	199,897.30	89,891.93	110,005.37	222.4%