



Monthly Executive Meeting

- Jan 27/25 7PM WMC
- Chair: Brad Shantz
- Secretary: Nicole Balog

Attendance

Officers					
Quorum: President or VP + 3 Officers + 50% Directors					
Brad Shantz	Y	Nadia Elmasry Weiss	N	Gavin White	N
Cindy Holland	Y	Sal Abate	Y	Josh Gruhl	N
Zack Barriage	N	Nicole Balog	Y		
Directors					
Mark Trimble	N	Jenna Abate	N	Lisa Backman	Y
Sheryl Martin	Y	Katrina Berger	Y	Creg Metcalfe	Y
Nick Horrigan	Y	Lisa Thaler	Y	Amy Ray	Y
Staff					
Michelle Blake	Y	Kyle Cadeau	Y		
Guest(s)					

1. Agenda

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

- [Old Business](#)
- [New Business](#)
- [Adjourned](#)

2. Appendices

- A. [Financial Statements](#)

3. Call to Order

Start time – 7:00PM

4. Guest(s) have the floor

Provides an opportunity for invited guests or external individuals to address the executive committee, share updates, or present relevant information.

5. Staff Updates

Allows the office staff, bookkeeper, and scheduler to provide updates on their respective areas, discuss any ongoing projects, share important information, and address any concerns or questions from the executive committee.

5.1 Office/Registration – Michelle Blake

All Rosters are submitted and approved!!!

All Affiliated players have been added and approved!!

5.2 Schedule – Kyle Cadeau

1. Playoffs are upon us. This year tri county is testing out the auto-schedule feature for playoffs like the regular season. All Rep teams will see games in their schedule vs “TBA” these are only tentative and are subject to change. As we move into the playoffs keep note that all schedules including practices could change at a moments notice, however I will do my best to keep the changes to a minimum
2. Primary practice schedules have been released up to march break. Note there are no Tri County games during March break this year.
3. With the U SPORT WOMEN'S HOCKEY CHAMPIONSHIPS WMHA is required to give up our regular ice allotments from March 18th to March 23rd, 2025. We are working to secure ice time at the Colombia Icefield for practice ice during this time so minimal time is lost. As this overlaps with the play in games March 18th to 20th and the Semi Finals March 21-26. I will do my best to limit home games during this time however this means

that some playoff games **may** be **required** to be played on St Jacobs ice pad during this period. Furthermore, some teams may need to travel to the Columbia Icefield @ 220 Colombia Street West in Waterloo.

4. More ice time for all teams may be added in February once playoff schedules are released.
5. For any schedule related requests please contact the executive member (VP of REP, VP of LL and VP U9 and Below)
6. The Round Robin of Tri-County playoff scheduling is well under way I am only awaiting the U18BB Matchups.
7. Once all teams' games are finalized, I'll be updating practice schedules. (My hope is final games by Wednesday and then I can finalize all schedules until March 3).

5.3 Bookkeeper – Kyle Cadeau

Dec 2024 Data.

- 2024-2025 registration \$302,203.91
- 2023-2024 sponsorship \$9,835.91
- Current AR is \$825

I have attached the Profit and Loss (P&L) statement for review

6. Previous Minutes

The minutes of the previous executive meeting are reviewed, discussed, and any necessary amendments or corrections are addressed by the executive committee. A motion is then presented and seconded to officially approve the minutes of the previous executive meeting.

Motion to approve the reports

- 1st Cindy Holland
- 2nd Sal Abate

7. Reports

Reports serve to keep the committee informed about the ongoing projects, initiatives, and any pertinent information related to their roles within the association.

7.1 President – Brad Shantz

Regular season will be wrapping up shortly and our teams will be starting the playoffs. Playoff hockey is always an exciting time of year.

I wish every team great success during the playoffs and hopefully we can bring home some #redhats

Good Luck to all! Go Wildcats!

7.2 Vice-President - Representative Committee – Gavin White

- Congratulations to all our teams so far on excellent tournament results!!
- Shoutout to our U21 team for making it to the finals of their International Silver Stick for the third year in a row
- *The regular season is ending, and the 2024/25 Tri-County playoff will begin on January 29th.* The Website has been updated to show all divisions and the number of teams from each division that will advance to the OMHA Championship Tournament in March/April.
- Beechey League (U21) regular season will end on Feb 2nd 2025, with round-robin playoffs beginning as early as February 7th, 2025
- The coaches' meeting, to be held on February 1st, will discuss the playoff format, rules, path to #RedHats, and other related matters.
- WMHA Appreciation Banquet booked for the week of April 29th - May 1st 2025
- URGENT REMINDER TO ALL PLAYERS, MANAGERS, COACHES, AND PARENTS - Communications must go through the association to get to the OMHA. If the OMHA is contacted directly by members and not through the association executives, it will be sent back and not responded to, and it may cause further delays depending on the request.
- OHF has added an all-members meeting in February to further outline the new **open boards** rules and regulations. A link will be posted on the website.
- Lastly, I want to remind all players and bench staff that, according to CSA recommendations, all equipment must be worn properly before any player steps on the ice. Referees have been asked to look for improper equipment, such as neck guards, face masks, and helmets.

We're excited for the playoffs and wish everyone the best of luck as they wrap up their regular season games. As we enter this next phase, it's important to remember that your role is vital in fostering an environment where our local athletes can excel. Keep the focus on maintaining a positive, supportive atmosphere both on and off the rink—both for the athletes and the broader community. When things inevitably get intense (and we know they will), let's take a moment to breathe, remind ourselves why we're here, and approach situations with patience, empathy, and kindness. This mindset will be crucial for the 2025 playoffs and our league as we adapt to the evolving landscape of minor hockey in the years ahead. Now more than ever, we need to remember that we're all in this together and continue to support one another however we can.

7.3 Vice-President - Local League Teams – Cindy Holland

Playoffs are in full swing here in Woolwich, and all of our teams have been divided into pools and have already started competing. I want to extend my best wishes to all teams as they battle it out in the coming weeks. I'm looking forward to planning the finals for those teams that finish in the top two of their pools—it's always an exciting time for everyone involved.

For the teams that don't make it to the finals, GRLL is excited to offer **consultation games** as an additional playing opportunity. These games will be available for our U11-U15 teams and provide a great way to wrap up the season while keeping players engaged.

7.4 Vice-President - Coaching – Sal Abate

Many of our teams LL to A have had great success in recent tournaments. Congrats on building team chemistry and getting ready for playoffs.

Thank you to all who have sent in coaching applications! We plan to include the WMHA President, VP of Coaching, and VP of Rep in the coaching committee, along with two individuals to be named after our next executive meeting. After the committee is set, we plan to start the interview process on Saturday, February 1, at Woolwich Memorial Arena. We will reach out with interview times next week.

I am looking forward to watching some playoff hockey in Woolwich. We will meet with coaches on February 1st to discuss playoff format, rules etc. Coaches, please reach out if you have any questions or concerns to discuss at the coaching meeting.

7.5 Vice-President - Player Development – Josh Gruhl

- Nothing to report

7.6 Vice-President – U9 & Below – Zack Barriage

- Confirmed that we are hosting the U9MD year end tournament. March 28-30.
- from what I've been told we will be hosting as I don't think anyone else applied.
- working on getting OMHA player cost calculation for the tournament
- I think she said they still need a host for U7 and U8 if we are interested in doing more than one

7.7 Coach Selection Committee – Sal Abate

- Nothing to report

7.8 Coach Selection Committee - LL/Select Committee - Lisa Backman

- Nothing to report

7.9 Budget Committee – Gavin White

- Nothing to report

7.10 Constitution Committee – Gavin White

- Nothing to report

7.11 Fundraising Committee – Lisa Thaler

I had put letters and tickets in each one of the 2010-2017 managers mailboxes asking them to sell the tickets for the Tony Code fundraiser and have the money into the WMH office by Friday,

January 24th so we could do the draw on Monday, January 27th. I will let Tony Code know who the recipients of the spots are. I will confirm amount raised in the next meeting minutes.

7.12 Sponsorship Committee – Creg Metcalfe

- Nothing to report

7.13 Tournament Committee – Jenna Abate & Cindy Holland

A big thank-you to all the committee members for their hard work back in November—your efforts have made planning next month's tournament so much smoother! We are thrilled to welcome **28 teams** to Woolwich, and I'm happy to report that all preparations are complete.

If any members of the executive have time to volunteer during the tournament, your help would be greatly appreciated. Please reach out to Jenna or me if you're available to lend a hand.

7.14 4on4 Committee – Lisa Backman & Gavin White

1. Met with Jodi at the township, 4 on 4 will run from April 7th through April 30th, 2025. I should have the confirmed permit in the next couple of days, she is just awaiting the Kings Prospect Camp dates. McLeod will be open for a few extra days this year for some more ice. These dates do not affect our tryout dates (A, B/BB - May 3-9), but may have some conflicts with some players' availability for higher level tryouts (AAA, AA - April 19 to May 2). Also, the girls Provincials and Tryouts are in the same time frame, so our registrations from the girls may be affected.
2. Registration will open Monday February 3rd at 12:00pm and close on Sunday February 16th at 11:59pm. First week for Woolwich players and second week for non-Woolwich players.
3. \$200 per player/\$150 per player
4. Each division will have a max of 7 teams. Some divisions will not come close to that but some will max out. We will have a "Wait List" for overflow and if those players from the waitlist would like to spare, it will cost \$10 to play. Coaches in each division will be provided their respected list and contact information for spares.
5. New Rules this year: only 1 AAA player per team and no friend requests.

7.15 Equipment Committee – Mark Trimble

- Nothing to report

7.16 Player Safety Committee – Nick Horrigan

- Nothing to report

7.17 Communication Committee – Katrina Berger

- Nothing to report

7.18 Spirit Wear Committee – Mark Trimble

- Nothing to report

7.19 HR/Administrative Committee –

- Nothing to report

7.20 Inclusion and Diversity Committee – Nadia Elmasry Weiss & Lisa Backman

- Nothing to report

7.21 Photography Committee – Lisa Thaler

- Nothing to report

7.22 Website – Katrina Berger

- Nothing to report

7.23 WMC Concession Stand – Nadia Elmasry Weiss & Sheryl Martin

Things have been running well besides minor hiccups with equipment etc.
Positive feedback from community
Good staff and volunteers
Committee is the only way to run as it is like running a business
Kyle is doing finances direct to WMH - see finances

7.24 Treasurer – Nicole Balog

At early staging of planning the budget for the 2025/26 season. Hoping to have something to present the executive at the February 2025 meeting.

7.25 First Shift – Nadia Elmasry Weiss

First shift welcome event February 3
Ice times posted on website
45 participants
Luke B and Gavin W running ice times

8. New Business

Discussing and addressing any new topics, proposals, or issues that have arisen since the previous executive meeting.

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Kraft Hockeyville Nominations;

- Winner receives \$250,000 in arena upgrades
- Applications due Mar 2nd.
- Would need a committee to head this up. (Cindy will look into this for next season)
- If this is something we would consider this, we would need to put together a committee to head this up and look at applying in 2026.
- Circle back on this in the fall. Need to rally the town.
- This would be an application for St. Jacobs arena

First Shift;

- Anyone available to volunteer for First Shift?
- Feb 3rd welcome event. Ice times are Sat Feb 15th at 1PM on McLeod till Mar 22nd (last ice time is in St. Jacobs)
- Amy to put a blast out to the high school students looking for volunteer hours.
- Discussed if this was something we would like to apply to host in 2026.
- Nicole followed up with Gavin, who has applied for 2026 and will have a conversation with Nadia at the welcome event on next steps.

Concession for the 2025/26 Season;

- Square pay will expire Feb 28.
- We need to set up a new account and then export the file over. Sindy would like to access login to have a look at the data to see if she can export it to a new login account.
- There was a question, as to what sort of time everyone puts in time wise. Sheryl suggested that they have a good group of people managing it.
- Need a fridge, as the one in the back doesn't work. Brad wants to see the contract and inventory of the equipment to see what we need to purchase or seek out a new one, if this is what we want to keep doing. We would also need to negotiate the lease.

Fundraiser for Tony Code U7 - U15;

- Miss communication and information didn't get out to the REP managers; therefore, we are going to extend till Feb 3rd.
- Going to ask that teams have all tickets in for Sun so the draw can be Monday.

Coaching Committee;

- Coaching Committee would like to nominate Mike Birmingham and Cindy Holland to sit on the coach selection committee.
- Lots of applications came in. Reviews were good for current coaches.
- Interviews are happening Sat Feb 1st.

Motion for this selection;

1st Lisa Backman

2nd Sheryl Martin

OHF Open borders;

- OHF hasn't set a number for NRPs. It will be up to the associations to decide.
- Brad says we should wait to see what other centres are doing before making a decision and has a meeting with the township and St. Clements on Feb 10th.
- Decision to be made by the Feb meeting where we want to go with Open Border and will be top of new business that meeting.

10. Adjourned

Time Adjourned: 8:20PM

11. Appendices

11.1. Appendix A - Financial Statements

Woolwich Minor Hockey Association

Budget vs. Actuals: Budget_FY25_P&L FINAL - FY25 P&L Classes

April 2024–December 2024

	TOTAL		
	ACTUAL	BUDGET	REMAINING
Income			
Revenue			
401 Registration Fees	302,203.91	337,000.00	34,796.09
402 Representative Fees	130,040.00	135,000.00	4,960.00
404 Tryout Fees	46,410.00	28,000.00	-18,410.00
405 Development Fees	26,495.00	22,500.00	-3,995.00
406 Fundraising	107,590.51	52,000.00	-55,590.51
407 Sponsorship	9,835.91	11,900.00	2,064.09
408 Tournament Fees	47,225.00	47,750.00	525.00
409 Miscellaneous Income	120.00		-120.00
Total Revenue	669,920.33	634,150.00	-35,770.33
Total Income	\$669,920.33	\$634,150.00	\$ -35,770.33
Cost of Goods Sold			
Cost of Revenue			
501 Ice Cost	229,324.09	390,200.00	160,875.91
502 Referee Cost	32,617.50	70,700.00	38,082.50
504 Registration Cost	7,400.00		-7,400.00
505 Game-sheet Cost	24.86	4,200.00	4,175.14
507 Coaching Cost	3,220.42	4,000.00	779.58
509 Jersey Expense	17,615.22	30,000.00	12,384.78
510 Sock Expense	15,755.90	9,000.00	-6,755.90
511 Other Equipment Expense	8,498.63		-8,498.63
512 Development Cost	10,581.15	10,000.00	-581.15
513 Insurance Expense	33,760.66	35,550.00	1,789.34
514 Tournament Cost	9,140.30	8,000.00	-1,140.30
515 Scheduler	6,500.00	7,800.00	1,300.00
516 Miscellaneous Cost of Revenue	3,132.75	11,000.00	7,867.25
517 Concession Food and Beverage Supplies	15,290.55		-15,290.55
518 Concession Staff	14,344.87		-14,344.87
Total Cost of Revenue	407,206.90	580,450.00	173,243.10
Total Cost of Goods Sold	\$407,206.90	\$580,450.00	\$173,243.10
GROSS PROFIT	\$262,713.43	\$53,700.00	\$ -209,013.43
Expenses			
Selling, General, and Administrative Expenses			
601 Accounting Fees	715.00	6,000.00	5,285.00
602 Advertising and Promotion Expenses	394.08	500.00	105.92
603 Executive Travel		500.00	500.00
604 Office Staff	15,000.00	18,000.00	3,000.00
605 Internet & Web Services	-1,283.04	1,600.00	2,883.04
606 Rental Space at WMC	4,964.66	1,600.00	-3,364.66
607 Office Supplies	623.73	500.00	-123.73
609 Miscellaneous SG&A Expense	364.39	2,000.00	1,635.61
610 Bank Expense	584.23	1,000.00	415.77
620 Bad Debts Expense	-1,258.00		1,258.00
Total Selling, General, and Administrative Expenses	20,105.05	31,700.00	11,594.95
Total Expenses	\$20,105.05	\$31,700.00	\$11,594.95

Woolwich Minor Hockey Association

Budget vs. Actuals: Budget_FY25_P&L FINAL - FY25 P&L Classes

April 2024–December 2024

		TOTAL	
	ACTUAL	BUDGET	REMAINING
NET OPERATING INCOME	\$242,608.38	\$22,000.00	\$ -220,608.38
NET INCOME	\$242,608.38	\$22,000.00	\$ -220,608.38