



# Monthly Executive Meeting

- August 26, 2019 @ 7pm - Woolwich Memorial Centre - Meeting Room #2
- Chair: Barry Keen, Secretary: Brett Bickerton

## 1. Attendance

Officers						Quorum: President or VP + 3 Officers + 50% Directors					
Barry Keen	Y	Rob Moyer	N	Mike Birmingham	Y						
Jeff McDowell	Y	Zack Barriage	Y	Jeff MacGregor	N						
Brett Bickerton	Y	Katie Hackert	Y								
Directors											
Kristy Allen	Y	Kevin Brown	Y	Nadia Elmasry Weiss	Y						
Gail Gowing	Y	Josh Gruhl	Y	Mike Heckendorn	N						
Grady Keen	Y										
Staff											
Jasmine Roth	Y	Lori Moser	N	Tracey Williams	N						
Guest(s)											
Alex Martin	Y										

## 2. Agenda

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

## 3. Appendices

- A. Financial Statements
- B. Referee Retention Notes

## 4. Call to Order

- 7:01 pm

## 5. Guest(s) have the floor

- Alex Martin - EDHRA
  - No updates

## 6. Previous Minutes

- Corrections: Change 7.2.7, feedback from Mike Birmingham. "Teams **are** allowed"
- Motion to approve the previous minutes - Jeff
  - 2nd: Brett
  - Vote: Pass

## 7. Reports

- Any items pulled from the Reports into Old Business
- Motion to Approve the Reports - Barry
  - 2nd: Brett
  - Vote: Pass

### 7.1. President - Barry Keen

- Met with the Woolwich Wild and confirmed they have ordered a set of boards and bumpers for the St. Jacob's arena. A set of bumpers have also been ordered for the Snyder ice pad that is being donated through Mike Heckendorn. The Township is supplying 3 sets of smaller nets for the Wild and us to use with the IP programs.
- We also met with Julie Jamieson of the Woolwich Sunray's to discuss either the acceptance of our proposal or if they were going to separate from WMHA. They chose to separate. A very exciting move for them.
- On July 22nd we had a special meeting to discuss tournaments. We decided to cancel the Early Bird and go with the Juveniles tournament in December and bumping the Woolwich Cup to January.
- Aug. 21st Brett and I met with Woolwich Wild and the EDHRA to discuss ways to make the environment for the refs better, less verbal aggression. We decided to go back and get feedback from our respective executives and then meet once more to put a plan into action. See [Appendix B - Referee Retention Notes](#)

## 7.2. Immediate Past President - Rob Moyer

- No report

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

- Rep Report:
  - Working through 1 residency issue that was identified
  - Tryouts for Novice and Midget age players starting in early September
- Tri-County Report:
  - West Niagara now part of the Tri-County with teams in Atom through Midget
  - Note several centre amalgamations for rep – Glanaster (Glanbrook and Ancaster), Flamborough/Dundas. Each centre still gets a vote as a TC member.
  - Team fees due by Oct. 1st including Novice and Minor Novice
  - Still looking for feedback on the playoff proposal put forward by Oakville. Christine to resend out to all centers for review.
  - Considerable discussion around scheduling and centres not meeting cut off dates for entries/tournaments/etc.
- OMHA Report
  - Division names will change for 2020 to the “U” system – ie U15 for Major Bantam
  - Fundraising – Dairy Farmers patches? Did we get this e-mail???
  - Reminders – electronic game sheet process should be well underway
  - Reminders – Rowan's law must be acknowledged on roster submittal before approval and is required for all ages
  - Reminder – OMHA/OHF regs do not allow organized team events in July and August (except for Midget AAA)
  - Paul looking for home times for Minor Novice and Novice teams by September 9th before he looks at making regional pods
  - Paul looking for centers to host year-end Jamboree for local pod for Minor Novice (1st or 2nd weekend in March)
  - Paul will confirm the # of “exhibition games” for Minor Novice and Novice at the September meeting. Novice will still have a formal 8 games season starting Jan 15th.
  - Paul is open to re-seeding novice teams for the 8 game schedule based on exhibition play similar to the old Tyke MD playoff changes

## 7.4. Vice-President - Local League Teams - Jeff McDowell

- No report

## 7.5. Vice-President - Coaching - Zack Barriage

- No report

## 7.6. Vice-President - Player Development - Jeff MacGregor

- Had our IP coaches meeting on Aug 19 all went well, all the coaches are on board with the IP program.
- Talked with WHA/Tony Code and we will be doing the IP development at the same time as the rep teams instead of doing it after Jan. WMHA will pay for 3 sessions. If teams wish to do 3 more it will be at the team's expense and on their practice times.
- Jas is sending me the registration # as we are looking for IP4 coach and IP 6 coach.
- I have talked to Josh, Kurt and Rob to help out on the ice for the start-up of the IP program

## 7.7. Coach Selection Committee - Zack Barriage

- No report

## 7.8. Player Safety Committee - Kristy Allen

- Rowan's Law
  - Sent out an e-mail to all players currently registered for the season with link to Rowan's Law Acknowledgement on the website
  - Jasmine sent out reminders to managers and coaches to encourage their teams to get this completed
  - To date have received over 400 players/coaches/trainers/managers that have completed the form
- Concussion Management
  - Setting up times for concussion education sessions with Sheila Bauman, Pat Bishop and Scott Jantzi - confirming for 2 dates in September for coaches & trainers
  - Set up a time to do a session for parents & players born in 2008 (minor peewee year) - looking at the morning of Saturday, September 21st
  - Reviewing Concussion Protocol and website resources as they need to be updated and any reference to Baseline testing removed

## 7.9. Equipment Committee - Kevin Brown

- No report

## 7.10. Photo Committee - Gail Gowing

- No report

## 7.11. Woolwich Weekend - Grady Keen

- No report

#### 7.12. Woolwich Cup - Jeff McDowell

- No report

#### 7.13. Woolwich Juvenile Weekend - Mike Birmingham

- Sanction permit # 9382
- Website/listing/registration is open and Gavin has assembled a volunteer group to assist him
- Website has registration fee set at \$1100
- 2 registrations so far

#### 7.14. 4 on 4 - Gail Gowing

- No report

#### 7.15. Spiritwear Committee - Brett Bickerton

- Received docs from Zack
- Transferring chair over to Grady

#### 7.16. Constitution Committee - Rob Moyer

- No report

#### 7.17. Nomination Committee - Brett Bickerton

- Nothing to report

#### 7.18. Sponsorship Committee - Nadia Elmasry Weiss

- It was an unclear process however going forward we should outline what each sponsor gets for a particular amount donated. I think over \$3000 has been received however some companies made payment for a couple years' of sponsorship. We are still taking and getting interested sponsors.

#### 7.19. Fundraising Committee - Kristy Allen

- Contacted James Martin from Elmira Sugar Kings to confirm that we are doing cash calendars again.

#### 7.20. Communications Committee - Mike Heckendorn

- No report

## 7.21. First Shift Committee - Nadia Elmasry Weiss

- We have 42 kids signed up for Winter session out of 45. This year's sponsor is the Toronto Maple Leafs. We will have more information to follow. We plan on applying for ice subsidy for 4/4 to back up the First Shift Program.

## 7.22. Initiation Program Committee - Jeff MacGregor

- See [7.6](#)

## 7.23. Goalie Development Committee - Josh Gruhl

- No report

## 7.24. Treasurer - Katie Hackert

- Profit & Loss supplied in [Appendix A - Financial Statements](#)

## 7.25. Website - Brett Bickerton

- A variety of articles have been posted
- Some people now posting their own articles
- Setup Woolwich Juvenile Weekend Tournament website
- Waiting on "Message from the ": President, VPs

## 7.26. Office - Jasmine Roth

- Managers meeting scheduled for August 27th at 7:30pm
- Timekeepers meeting scheduled for August 29 at 6:30pm

## 7.27. Registrar - Jasmine Roth

- Registration #'s as of Aug 23
  - 2014 /2015/2016 – 42
  - 2013 (IP6) – 31
  - 2012 (MIN NOVICE) – 35
  - 2011 (MAJ NOVICE) – 49
  - 2010 (MIN ATOM) – 41
  - 2009 (MAJ ATOM) – 41
  - 2008 (MIN P/W) – 51
  - 2007 (MAJ P/W) – 57
  - 2006 (MIN BANT) – 52
  - 2005 (MAJ BANT) - 48
  - 2004 (MIN MID) – 42

- 2003 (MIDGET) – 28
- 2002 (MIDGET) – 26
- 2001/2000/1999 (JUVI) - 7
- Rosters are slowly getting approved and being forwarded to Coaches and Managers for them to double-check.
- A lot of registrations still coming in.

## 7.28. Scheduler - Lori Moser

- No report

## 8. Old Business

- Concussion Training:
  - Trainers meeting
  - Waiting for fees
- Juvenile Tournament:
  - \$1100 vs \$950
- Goalie Clinic:
  - Do we allow an AP? Yes
  - \$135
  - CW to have a Local League goalie clinic
  - OMHA Goalie Clinic? Coaching points? Can we host one? Zack to look into it.

## 9. New Business

- Motion to transfer Spiritwear Committee chair from Brett to Grady - Brett Bickerton
  - 2nd: Mike Birmingham
  - Vote: Pass
- New Business from the Floor
- Local League:
  - OneDB going ahead for WCW
  - Shorter games in CW, 10-10-10
  - Atom numbers are low
  - Select to run from Atom to Midget
  - We'll need a call for Select coaches
- Sponsorship details need to be fleshed out
- Goalie clinic messaging to be sent to coaches
- Dairy Farmer sponsorship patch. Likely to arrive late September.
- No Novice AE team (other centres not participating either)
- 7 years can try out for Novice A.
- Exceptional policy to be re-written
- Messaging to go out about 7 years trying out.

- Coaches meeting soon
- First Shift Full
- Fundraising:
  - Match with tournament for fundraising like 50/50
  - 4 on 4 tournament around Christmas
  - Road hockey tournament
- Photo tenders to be sent to Executive
- Missing jerseys from team, will be charged the cost of missing jerseys
- Suspensions should come with a bench minor
- Budget goals to be set

## 10. Adjourned

- 9:59 pm
- Next meeting scheduled for September 30, 2019, @ 7pm, WMC Meeting Room #2



# 11. Appendices

## 11.1. Appendix A - Financial Statements

3:53 PM  
2019-08-21  
Accrual Basis

**Woolwich Minor Hockey**  
**Profit & Loss Budget vs. Actual**  
April through July 2019

	Apr - Jul 19	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
4 on 4	37,567.00	40,500.00	-2,933.00	92.8%
CLOTHING SALES	0.00	1,000.00	-1,000.00	0.0%
Development Fees Income	0.00	9,800.00	-9,800.00	0.0%
ELIMINATION DANCE INCOME	0.00	1,100.00	-1,100.00	0.0%
Fundraising				
Cash Calender Fundraising	0.00	16,100.00	-16,100.00	0.0%
Fundraising - Other	0.00	8,000.00	-8,000.00	0.0%
<b>Total Fundraising</b>	<b>0.00</b>	<b>24,100.00</b>	<b>-24,100.00</b>	<b>0.0%</b>
Misc Income	0.00	500.00	-500.00	0.0%
Registration	185,836.74	278,000.00	-92,163.26	66.8%
Representative Fees	0.00	55,000.00	-55,000.00	0.0%
Sponsorship Revenue				
IP Jersey Sponsorship	0.00	3,500.00	-3,500.00	0.0%
Sponsorship Revenue - Other	3,280.50	14,000.00	-10,719.50	23.4%
<b>Total Sponsorship Revenue</b>	<b>3,280.50</b>	<b>17,500.00</b>	<b>-14,219.50</b>	<b>18.7%</b>
Tournament Fees Paid back	0.00	45,000.00	-45,000.00	0.0%
Try Out Fees	3,200.00	11,000.00	-7,800.00	29.1%
Woolwich Cup Tournament	0.00	15,000.00	-15,000.00	0.0%
Woolwich Weekend Tournament	0.00	45,000.00	-45,000.00	0.0%
<b>Total Income</b>	<b>230,517.19</b>	<b>543,500.00</b>	<b>-312,982.81</b>	<b>42.4%</b>
<b>Gross Profit</b>	<b>230,517.19</b>	<b>543,500.00</b>	<b>-312,982.81</b>	<b>42.4%</b>
Expense				
4 on 4 tournament				
Ice	12,740.23	12,750.00	-9.77	99.9%
Pay Pal Fees	0.00	1,200.00	-1,200.00	0.0%
Ref Expenses	1,935.00	1,700.00	235.00	113.8%
Shirt Expense	6,351.54	6,000.00	351.54	105.9%
Time Keepers	914.00	840.00	74.00	108.8%
4 on 4 tournament - Other	-20.00	0.00	-20.00	100.0%
<b>Total 4 on 4 tournament</b>	<b>21,920.77</b>	<b>22,490.00</b>	<b>-569.23</b>	<b>97.5%</b>
Accounting Fees	0.00	1,000.00	-1,000.00	0.0%
Advertising and Promotion	0.00	250.00	-250.00	0.0%
Bank Service Charges	150.71	200.00	-49.29	75.4%
Cash Calendar Fundraising	0.00	10,750.00	-10,750.00	0.0%
Coaches Clinic	0.00	1,500.00	-1,500.00	0.0%
Coaches Dinner	0.00	3,000.00	-3,000.00	0.0%
Concussion testing	0.00	1,000.00	-1,000.00	0.0%

**Woolwich Minor Hockey**  
**Profit & Loss Budget vs. Actual**  
 April through July 2019

	Apr - Jul 19	Budget	\$ Over Budget	% of Budget
<b>Development Fees</b>				
Ice	0.00	4,000.00	-4,000.00	0.0%
Instruction	0.00	5,000.00	-5,000.00	0.0%
<b>Total Development Fees</b>	0.00	9,000.00	-9,000.00	0.0%
<b>Electronic Game Sheets</b>				
Annual Fee	0.00	250.00	-250.00	0.0%
Equipment	0.00	750.00	-750.00	0.0%
Monthly cost	0.00	750.00	-750.00	0.0%
<b>Total Electronic Game Sheets</b>	0.00	1,750.00	-1,750.00	0.0%
<b>Entry Fees</b>	1,960.00	3,400.00	-1,440.00	57.6%
<b>Equipment</b>	0.00	3,000.00	-3,000.00	0.0%
<b>Executive Travel Expense</b>	113.00	500.00	-387.00	22.6%
<b>Ice costs</b>	0.00	278,000.00	-278,000.00	0.0%
<b>Ice Scheduler</b>	1,086.00	8,000.00	-6,914.00	13.6%
<b>Insurance Expense</b>	31,568.25	32,000.00	-431.75	98.7%
<b>Internet Services &amp; Website</b>	180.80	1,500.00	-1,319.20	12.1%
<b>Junior Sugar Kings Expense</b>	0.00	2,500.00	-2,500.00	0.0%
<b>Misc Expense</b>	50.00	500.00	-450.00	10.0%
<b>Office Manager</b>	2,835.75	4,000.00	-1,164.25	70.9%
<b>Office Manager Assistant</b>	540.00	5,000.00	-4,460.00	10.8%
<b>Office Rent Expense</b>	1,242.64	1,350.00	-107.36	92.0%
<b>Office Supplies</b>	580.77	1,000.00	-419.23	58.1%
<b>Playdown fees</b>	0.00	1,000.00	-1,000.00	0.0%
<b>Referee Expense</b>	691.00	30,000.00	-29,309.00	2.3%
<b>Registration refunds &amp; NSF cheq</b>	502.00	6,000.00	-5,498.00	8.4%
<b>Shirt Expense</b>				
IP Jerseys	0.00	3,500.00	-3,500.00	0.0%
Shirt Expense - Other	0.00	2,000.00	-2,000.00	0.0%
<b>Total Shirt Expense</b>	0.00	5,500.00	-5,500.00	0.0%
<b>Sock Expense</b>	0.00	5,000.00	-5,000.00	0.0%
<b>Timekeepers Expense</b>				
May	44.00	0.00	44.00	100.0%
Timekeepers Expense - Other	0.00	7,500.00	-7,500.00	0.0%
<b>Total Timekeepers Expense</b>	44.00	7,500.00	-7,456.00	0.6%
<b>Tournament Fees Paid</b>	23,265.00	45,000.00	-21,735.00	51.7%
<b>Trophies</b>	315.27	4,000.00	-3,684.73	7.9%

**Woolwich Minor Hockey**  
**Profit & Loss Budget vs. Actual**  
 April through July 2019

	Apr - Jul 19	Budget	\$ Over Budget	% of Budget
<b>Try Outs</b>				
Body Checking Clinics	300.00	300.00	0.00	100.0%
Ice Costs	6,862.73	1,200.00	5,662.73	571.9%
Pay Pal Fees	0.00	450.00	-450.00	0.0%
Refs	0.00	2,000.00	-2,000.00	0.0%
Timekeepers	0.00	260.00	-260.00	0.0%
<b>Total Try Outs</b>	7,162.73	4,210.00	2,952.73	170.1%
<b>Woolwich Cup Expenses</b>	210.75	8,000.00	-7,789.25	2.6%
<b>Woolwich Weekend</b>	360.00	30,000.00	-29,640.00	1.2%
<b>Total Expense</b>	95,412.39	537,900.00	-442,487.61	17.7%
<b>Net Ordinary Income</b>	135,104.80	5,600.00	129,504.80	2,412.6%
<b>Net Income</b>	135,104.80	5,600.00	129,504.80	2,412.6%

## 11.2. Appendix B - Referee Retention Notes



### Meeting

- August 21 2019 @ 7:00pm - WMC - Meeting Room #2
- Chair: Barry Keen, Secretary: Brett Bickerton

#### 1. Attendance

Required
Barry, Alex, Chris, Jacinta, Brett
Optional
Regrets

#### 2. Agenda

- Call to order
- Referee Retention
- Adjourned

#### 3. Appendices

A. None

#### 4. Call to Order

- 7:04 pm

#### 5. Referee Retention

- There will be a referee shortage within the next 5 years. It seems to be an annual problem as well.
- Are there other reasons why kids are not attracted to refereeing?
  - Good pay. While it has not increased in years, it's still very competitive. Could pay above OMHA guidelines
  - Startup costs
  - Intimidation from Coaches and Parents
  - Personal schedule

- There is a rental program for refs to help offset the startup costs
- Refs: 50, new: 15 new in talks
- On-ice mentoring?
- Development Camp, do we send coaches?
  - When is camp? Late October
- Scheduling conflicts? Ex. Midget and Juvenile at once makes for a shortage
- Ideas to help:
  - Formal complaints / point system
  - Partnership with the Township?
  - Joint development camp
  - Communication with coaches
  - Refs should hand out suspensions
  - Silent week (where parents/coaches do say anything)
  - Representatives (Exec) overseeing coaches and parents
  - Messaging put up in the arenas
- Positive feedback and appreciation helps
- Action items:
  - Joint program between Girls and Boys, Refs and Township
    - Escalation process (suspension from refs, then association, then Township ban)
    - Signage to educate coaches, parents and players
    - Silent week
    - Barry to take information back to WMHA Exec
    - Chris/Jacinta to take information back to Wild Exec
    - Alex to take information back to EDHRA
    - Brett to reach out to Township to see if there is interest in the program

## 6. Adjourned

- 8:21 pm
- Next meeting: Early September

## 7. Appendices

### 7.1. Appendix A -