



# Monthly Executive Meeting

- December 30, 2019 @ 7pm - WMC - 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	N	Zack Barriage	Y	Jeff MacGregor	N
Brett Bickerton	Y	Katie Hackert	N		
Directors					
Kristy Allen	Y	Kevin Brown	Y	Nadia Elmasry Weiss	N
Gail Gowing	Y	Josh Gruhl	N	Mike Heckendorn	N
Grady Keen	N				
Staff					
Jasmine Roth	Y	Lori Moser	Y		
Guest(s)					
Alex Martin	N				

## 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

- 7:08 pm

## 5. Guest(s) have the floor

- Alex Martin - EDHRA
  - No report

## 6. Previous Minutes

- Motion to approve the previous minutes - Kristy Allen
  - 2nd: Gail Gowing
  - Vote: Pass

## 7. Reports

- Any items pulled from the Reports into Old Business
- Motion to approve the reports - Mike Birmingham
  - 2nd: Zack Barriage
  - Vote: Pass

### 7.1. President - Barry Keen

- Due to changes to the executive, I will cover the VP of LL roll until other arrangements are made. And Brett Bickerton has generously taken over as Chair of the Woolwich Cup tournament committee.

### 7.2. Immediate Past President - Rob Moyer

- No report

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

- Rep Report:
  - Season wrapped up for A/AE teams with 4 teams finishing in first/tied for first in their league
  - Novice A about to transition to full ice on January 15th
  - OMHA playoff pools and schedules being populated and will begin in the new year
  - A few game cancellations to date with just Midget MD outstanding to be made up
- Tri-County Report:

- AP cut-off date of Jan 15th for roster additions (reminder sent to coaches)
- Must have a minimum head coach and trainer on game sheet. For REP teams the assistant coach can fill in for head coach for short term absence. If the “at large” roster is used the replacement must have the proper certs – ie: head coach must be D1 Certified.
- Suspension reminder – carry over suspensions from league get served in TC playoffs not OMHA unless the team can’t return. Tournament suspensions are served in the “first” available games.
- Novice – will NOT use the electronic game sheets for 8 league games. Will have a fee for year end tourney to help host cover the ice costs. Guelph the likely host for this year.
- Time Out rule for OMHA has been changed to allow time outs (in line with Hockey Canada), HOWEVER, Tri County & Beechy rules do not allow timeouts during the regular season so nothing should change for our rep teams.
- OMHA unveiled the Atom pathway and updates to the initiation program which includes a move to fall try outs. OMHA info link posted on website. Information session for Initiation, Novice and Atom parents prior to next season is recommended to help properly convey the changes.

#### 7.4. Vice-President - Local League Teams - Barry Keen

- Local League
  - New coach/trainer found for Bantam LL#3
- Select
  - New coach found for Bantam Select

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

- No report

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

- No report

#### 7.7. Coach Selection Committee - Zack Barriage

- No report

#### 7.8. Player Safety Committee - Kristy Allen

- Nothing to report

#### 7.9. Equipment Committee - Kevin Brown

- No report

## 7.10. Photo Committee - Gail Gowing

- Originally photographer was to pay rental of room at WMC, we ended up only using the WMC room one out of 3 days because of a scheduling conflict. The last two days of photos were done at the photographers studio. Due to photographer bailing me out I don't think it's right to charge her the
- \$154.45 rental fee for one day she used it. Can the association cover the cost?

## 7.11. Woolwich Weekend - Grady Keen

- No report

## 7.12. Woolwich Cup - Brett Bickerton

- Meeting schedule for Friday, December 27th to get up to speed on the status of the tournament
- Looking to submit the Rules and Schedule to the OMHA by January 3rd
- Looking for volunteers to take shifts at the tournament office.

## 7.13. Woolwich Juvenile Weekend - Mike Birmingham

- Event went very smoothly with no major issues
- Approx \$900 in revenue generated

## 7.14. 4 on 4 - Gail Gowing

- Nothing to report

## 7.15. Spiritwear Committee - Grady Keen

- No report

## 7.16. Constitution Committee - Rob Moyer / Brett Bickerton

- Committee members:
  - Brett Bickerton (chair)
  - Nadia Elmasry Weiss
  - Mike Birmingham
  - Mike Misener
- Putting final touches on Constitution and Bylaws. Some changes impact Policies and Procedures.
- Executive members, please review before the next meeting as a motion will be put forward to approve the draft documents for the Annual Meeting.
- Drafts can be found here:

- [WMHA - Constitution 2020](#)
- [WMHA - Bylaws 2020](#)
- [WMHA - Policies & Procedures 2020](#)

#### 7.17. Nomination Committee - Brett Bickerton

- Please send a note to the nomination committee if your status has changed or you haven't indicated if you will be returning next year.

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

- Nothing to report

#### 7.19. Fundraising Committee - Kristy Allen

- Raised \$5,530 from Cash Calendar Fundraiser
- Raised \$488.26 from Spiritwear Fundraiser

#### 7.20. Communications Committee - Mike Heckendorn

- No report

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

- Volunteers recruited and intro email sent out
- Jordan Moore lead on ice
- Please confirm if plan on helping out

#### 7.22. Volunteer Committee - Nadia Elmasry Weiss

- Nothing to report

#### 7.23. Initiation Program Committee - Jeff MacGregor

- See [7.6](#)

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

- We have 3 ice sessions left. 2 with the older and 1 with the younger group. So far things are going well and improvements are visible in our goalies. I have received positive feedback and hope to have a survey for our website for the completion of our clinics.

#### 7.25. Treasurer - Katie Hackert

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

## 7.26. Website - Brett Bickerton

- A variety of articles have been posted
- Spare iPads used for Juvenile Weekend. Returned to the Hockey Office at WMC and Attendant Office in St. Jacobs
- Assignor role given to a variety of Referee supervisors so they can view more on the website
- Waiting on "Message from the ": President, VPs

## 7.27. Office - Jasmine Roth

- Nothing to report.

## 7.28. Registrar - Jasmine Roth

- Still adding AP's for teams, Deadline is fast approaching so teams need to get them in.
- No longer need a criminal check, coaches and volunteers can complete the criminal offence declaration provided by the OMHA. Will post on website so it can be accessed easily.

## 7.29. Scheduler - Lori Moser

- In the midst of round robin play off scheduling, just waiting for a couple more centres to confirm dates
- 1 hour of unused ice in December that came up last minute
- Local League, if we are staying in WCWLL next year we need to put together a booklet of expectations for teams
- Local League teams should be signing AP's as well so that they are not cancelling for not enough players
- I need information on the playoff process for Local League so I can see what ice requirements we need
- Need to confirm Ice requirements with the Township asap for Woolwich Cup

## 8. Old Business

- Photo Committee
  - \$154.45 rental fee for one day she used it. Can the association cover the cost?
  - Gail to send an email to Jenn to have the Township cover the cost of the double booking

## 9. New Business

- Referee Feedback - Nadia Elmasry Weiss

- For major novice and below minimal penalties being called and multiple penalties can be observed in each game including slashing, cross check from behind, tripping, throwing sticks, body checking etc. If the idea is for the program to be beneficial for kids and safe this is the complete opposite. It's happening at all centres. What's the problem with calling penalties in the new program? Is it new education needed due refs?
- Decision: Barry to follow with EDHRA on the education for new referees on the rules of Initiation and Novice
- New Business from the Floor
  - Zack to send out Season Feedback out in 2 weeks
  - Barry to discuss with Centre Wellington next week on how rough local league (Bantam and Midget) and cancellations
  - Missing OMHA banner (2018 Novice A Central) - Mike to follow up with the OMHA

## 10. Adjourned

- 8:16 pm
- Next meeting scheduled for January 27, 2019, @ 7 pm, WMC Meeting Room #2

# 11. Appendices

## 11.1. Appendix A - Financial Statements

### 11.1.1. Financial Statements up to Previous Month

7:24 AM

12/24/19

Accrual Basis

#### Woolwich Minor Hockey Profit & Loss Budget vs. Actual April through November 2019

	Apr - Nov 19	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
Income				
4 on 4	37,567.00	37,500.00	67.00	100.2%
Board Revenue	0.00	0.00	0.00	0.0%
Development Fees Income	8,470.00	8,375.00	95.00	101.1%
Elimination Dance Income	0.00	1,050.00	-1,050.00	0.0%
Fundraising				
Cash Calendar Fundraising	340.00	14,000.00	-13,660.00	2.4%
Fundraising - Other	0.00	0.00	0.00	0.0%
<b>Total Fundraising</b>	<b>340.00</b>	<b>14,000.00</b>	<b>-13,660.00</b>	<b>2.4%</b>
Misc Income	340.00	500.00	-160.00	68.0%
OHF Tournament	632.95			
Registration	292,088.71	310,000.00	-17,911.29	94.2%
Representative Fees	76,569.00	88,155.00	-11,586.00	85.9%
Select Fees	11,750.00	16,000.00	-4,250.00	73.4%
Sponsorship Revenue				
IP Jersey Sponsorship	0.00	3,000.00	-3,000.00	0.0%
Spirit Wear Sponsorship	0.00	900.00	-900.00	0.0%
Sponsorship Revenue - Other	17,850.14	17,000.00	850.14	105.0%
<b>Total Sponsorship Revenue</b>	<b>17,850.14</b>	<b>20,900.00</b>	<b>-3,049.86</b>	<b>85.4%</b>
Tournament Fees Paid back	19,170.00	45,000.00	-25,830.00	42.6%
Try out Fee Select	2,605.00	1,800.00	805.00	144.7%
Try Out Fees	7,680.00	11,000.00	-3,320.00	69.8%
Woolwich Cup	0.00	0.00	0.00	0.0%
Woolwich Cup Tournament	23,200.00	28,000.00	-4,800.00	82.9%
Woolwich Weekend Tournament	0.00	9,108.48	-9,108.48	0.0%
<b>Total Income</b>	<b>498,262.80</b>	<b>591,388.48</b>	<b>-93,125.68</b>	<b>84.3%</b>
<b>Gross Profit</b>	<b>498,262.80</b>	<b>591,388.48</b>	<b>-93,125.68</b>	<b>84.3%</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>



7:24 AM  
 12/24/19  
 Accrual Basis

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

	Apr - Nov 19	Budget	\$ Over Budget	% of Budget
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	194.95	250.00	-55.04	78.0%
Cash Calendar Fundraising	-300.00	10,500.00	-10,800.00	-2.9%
Coaches Clinic	1,044.31	1,500.00	-455.69	69.6%
Coaches Dinner	0.00	2,000.00	-2,000.00	0.0%
Computer and Internet Expenses	0.00	0.00	0.00	0.0%
Concussion testing	750.00	750.00	0.00	100.0%
Development Fees				
Development Instruction - Power	6,600.00	7,000.00	-400.00	94.3%
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	0.00	0.00	0.0%
Development Fees - Other	0.00	0.00	0.00	0.0%
<b>Total Development Fees</b>	<b>6,600.00</b>	<b>13,200.00</b>	<b>-6,600.00</b>	<b>50.0%</b>
Electronic Game Sheets				
Annual Fee	0.00	0.00	0.00	0.0%
Equipment	687.09	700.00	-12.91	98.2%
Game Fees Cost	0.00	750.00	-750.00	0.0%
Electronic Game Sheets - Other	546.92			
<b>Total Electronic Game Sheets</b>	<b>1,234.01</b>	<b>1,450.00</b>	<b>-215.99</b>	<b>85.1%</b>
Entry Fees	3,777.62	3,480.00	297.62	108.6%
Equipment				
Shirt Expense				
IP Jerseys	0.00	3,000.00	-3,000.00	0.0%
Shirt Expense - Other	10,845.08	5,000.00	5,845.08	216.9%
<b>Total Shirt Expense</b>	<b>10,845.08</b>	<b>8,000.00</b>	<b>2,845.08</b>	<b>135.6%</b>
Sock Expense	7,144.83	7,500.00	-355.17	95.3%
Equipment - Other	311.28	4,000.00	-3,688.72	7.8%
<b>Total Equipment</b>	<b>18,301.19</b>	<b>19,500.00</b>	<b>-1,198.81</b>	<b>93.9%</b>
Executive Travel Expense	113.00	1,000.00	-887.00	11.3%
Hockey Banquet Expense	0.00	0.00	0.00	0.0%
Ice costs				
October	98,572.62			
September	39,967.30			
Ice costs - Other	0.00	330,000.00	-330,000.00	0.0%
<b>Total Ice costs</b>	<b>138,539.92</b>	<b>330,000.00</b>	<b>-191,460.08</b>	<b>42.0%</b>

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

	Apr - Nov 19	Budget	\$ Over Budget	% of Budget
Ice Scheduler	4,513.50	10,500.00	-5,986.50	43.0%
Insurance Expense	31,568.25	32,000.00	-431.75	98.7%
Interest Expense	0.00	0.00	0.00	0.0%
Internet Services & Website	180.80	1,500.00	-1,319.20	12.1%
Junior Sugar Kings Expense	0.00	0.00	0.00	0.0%
Misc Expense	260.75	100.00	160.75	260.8%
Office Manager	6,605.25	10,000.00	-3,394.75	66.1%
Office Manager Assistant	540.00	0.00	540.00	100.0%
Office Rent Expense	1,242.64	1,350.00	-107.36	92.0%
Office Supplies	787.14	1,100.00	-312.86	71.6%
OHF Tournament Expenses	632.95	0.00	632.95	0.0%
Playdown fees	0.00	1,000.00	-1,000.00	0.0%
Professional Fees	0.00	0.00	0.00	0.0%
Referee Expense				
April	691.00			
November	7,069.00			
October	6,563.00			
September	3,121.00			
Referee Expense - Other	0.00	40,000.00	-40,000.00	0.0%
<b>Total Referee Expense</b>	<b>17,444.00</b>	<b>40,000.00</b>	<b>-22,556.00</b>	<b>43.8%</b>
Registration refunds & NSF cheq	0.00	0.00	0.00	0.0%
Rent Expense	0.00	0.00	0.00	0.0%
Repairs and Maintenance	0.00	0.00	0.00	0.0%
Timekeepers Expense				
March	0.00			
May	44.00	0.00	44.00	100.0%
November	1,660.00			
October	1,509.00			
September	618.00			
Timekeepers Expense - Other	0.00	9,000.00	-9,000.00	0.0%
<b>Total Timekeepers Expense</b>	<b>3,831.00</b>	<b>9,000.00</b>	<b>-5,169.00</b>	<b>42.6%</b>
Tournament Fees Paid	39,419.00	44,000.00	-4,581.00	89.6%
Trophies	315.27	4,000.00	-3,684.73	7.9%
Try Outs				
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%
Try Outs - Other	0.00	0.00	0.00	0.0%
<b>Total Try Outs</b>	<b>7,162.73</b>	<b>4,210.00</b>	<b>2,952.73</b>	<b>170.1%</b>

7:24 AM  
 12/24/19  
 Accrual Basis

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

	Apr - Nov 19	Budget	\$ Over Budget	% of Budget
Woolwich Cup Expenses				
Misc Expenses	225.00			
Woolwich Cup Expenses - Other	0.00	15,000.00	-15,000.00	0.0%
<b>Total Woolwich Cup Expenses</b>	<b>225.00</b>	<b>15,000.00</b>	<b>-14,775.00</b>	<b>1.5%</b>
Woolwich Weekend				
Miscellaneous	555.00			
Woolwich Weekend - Other	0.00	7,582.49	-7,582.49	0.0%
<b>Total Woolwich Weekend</b>	<b>555.00</b>	<b>7,582.49</b>	<b>-7,027.49</b>	<b>7.3%</b>
<b>Total Expense</b>	<b>307,459.06</b>	<b>588,712.49</b>	<b>-281,253.43</b>	<b>52.2%</b>
<b>Net Ordinary Income</b>	<b>190,803.74</b>	<b>2,675.99</b>	<b>188,127.75</b>	<b>7,130.2%</b>
<b>Net Income</b>	<b>190,803.74</b>	<b>2,675.99</b>	<b>188,127.75</b>	<b>7,130.2%</b>