



# Monthly Executive Meeting

- February 24, 2020 @ 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	Y
Brett Bickerton	Y	Katie Hackert	Y		
Directors					
Kristy Allen	Y	Kevin Brown	N	Nadia Elmasry Weiss	N
Gail Gowing	Y	Josh Gruhl	Y	Mike Heckendorn	Y
Grady Keen	N				
Staff					
Jasmine Roth	Y	Lori Moser	N		
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
  - Not present

## 6. Previous Minutes

- Motion to approve the previous minutes - Mike
  - 2nd: Zack
  - Vote: Pass

## 7. Reports

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

### 7.1. President - Barry Keen

- No report

### 7.2. Immediate Past President - Rob Moyer

- No report

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

- Rep Report:
  - 4 teams advanced to quarter finals of OMHA with Midgets already on to the Semi's
  - Juveniles have participated in league playoffs in addition to OMHA for the first time
  - TC playoffs well underway with most teams down to 3-4 games remaining
  - Woolwich will host Novice A & AE Championship weekend March 28/29
- Tri-County Report:
  - Minor Novice year end event to be hosted by Center Wellington (likely April 4/5 due to ice restraints).

- OMHA reminder that coaches are responsible to check the game sheet after a game prior to uploading. If a major penalty shows but is missing the actual GM code they must still sit the player or face a suspension.
- OMHA finding a shortage of referees for out of town playoff games. If they strike out with 2 different centres they may ask the home centre to provide referees. These are still considered OMHA assigned referees.
- OMHA memo regarding coach/official suspension lengths to correct OMHA manual and make it in line with OHF manual.

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

- Local League
  - No report
- Select
  - No report

#### 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

- See [Section 7.5](#)

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

- Nothing to report

#### 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 - Brett Bickerton

- Following up with one last vendor
- Looking to reconcile the budget with WMHA financials

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

- Nothing to report

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

- No report

#### 7.15. Spiritwear Committee - Grady Keen

- No report

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

- Made one change to ensure Constitution and Bylaws are aligned
- Motion proposed in New Business

#### 7.17. Nomination Committee - Brett Bickerton

- Please send a note to the nomination committee if your status has changed or you haven't indicated your interest in being nominated for next year.
- Call for nominees will be posted March 1st

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

- No report

#### 7.19. Fundraising Committee - Kristy Allen

- Nothing to report

#### 7.20. Communications Committee - Mike Heckendorn

- No report

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

- No report

## 7.22. Volunteer Committee - Nadia Elmasry Weiss

- No report

## 7.23. Initiation Program Committee - Jeff MacGregor

- See [7.6](#)

## 7.24. Goalie Development Committee - Josh Gruhl

- No report

## 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
- For GameSheet, if you are facing an opponent not in your loop, ensure the team is shown in GameSheet. If not, we need to request it.
- Registrar/Office Admin job posting available until end of Feb.
- Waiting on "Message from the ": President, VPs

## 7.27. Office - Jasmine Roth

- No report

## 7.28. Registrar - Jasmine Roth

- No report

## 7.29. Scheduler - Lori Moser

- No report

## 8. Old Business

- Items from the Consent Agenda
  - None

## 9. New Business

- Approval of the Bylaws. The wording around Exec removal in Constitution and Bylaws was not consistent. It has been cleaned up. - Brett Bickerton
  - [WMHA - Constitution 2020](#)
  - [WMHA - Bylaws 2020](#)
  - 2nd: Mike Birmingham
  - Decision: Pass ( $\frac{2}{3}$  requirement must be met)
- New Business from the Floor
  - Coaching Application - looking for additional Coach Committee members
  - 4 on 4
    - Look into the jersey costs. WMHA keep the jerseys for re-use
      - Decision: keep jerseys, PK logo on the jersey to reduce cost
    - Out of town - taking spots forcing Woolwich residents to waitlist
  - Novice tournament
    - Run by Tri-County
    - Need a few volunteers, timekeepers, game sheets
    - WMHA chair: Mike Birmingham
  - Scheduler rate:
    - Motion to raise the rate to \$17 effective Feb 1st - Barry Keen
    - Second: Brett Bickerton
    - Decision: Pass
  - Budget: Committee meeting to be scheduled. To be approved at the next meeting.
  - Annual Meeting: May 20, 2020. Brett to check with the township.
  - Late Fees: Office Manager and Treasurer to work together to send out reminders
  - Lessons Learned: For the next meeting, individual Executive members to bring forward lessons learned to be passed on to others.

## 10. Adjourned

- 8:13 pm
- Next meeting scheduled for March 30, 2019, @ 7 pm, WMC Meeting Room #2

# 11. Appendices

## 11.1. Appendix A - Financial Statements

### 11.1.1. Financial Statements up to Previous Month

12:53 PM

02/19/20

Accrual Basis

**Woolwich Minor Hockey**  
**Profit & Loss Budget vs. Actual**  
 April 2019 through January 2020

	Apr '19 - Jan 20	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
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	8,920.00	8,375.00	545.00	106.5%
Elimination Dance Income	0.00	1,050.00	-1,050.00	0.0%
<b>Fundraising</b>				
Cash Calendar Fundraising	16,230.00	14,000.00	2,230.00	115.9%
Fundraising - Other	0.00	0.00	0.00	0.0%
<b>Total Fundraising</b>	16,230.00	14,000.00	2,230.00	115.9%
<b>Misc Income</b>				
OHF Tournament	530.00	500.00	30.00	106.0%
Registration	632.95			
Registration	293,294.71	310,000.00	-16,705.29	94.6%
Representative Fees	96,479.00	88,155.00	8,324.00	109.4%
Select Fees	11,750.00	16,000.00	-4,250.00	73.4%
<b>Sponsorship Revenue</b>				
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	18,350.14	17,000.00	1,350.14	107.9%
<b>Total Sponsorship Revenue</b>	18,350.14	20,900.00	-2,549.86	87.8%
<b>Tournament Fees Paid back</b>	22,835.00	45,000.00	-22,165.00	50.7%
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	29,962.00	28,000.00	1,962.00	107.0%
Woolwich Weekend Tournament	8,550.00	9,108.48	-558.48	93.9%
<b>Total Income</b>	555,385.80	591,388.48	-36,002.68	93.9%
<b>Gross Profit</b>	555,385.80	591,388.48	-36,002.68	93.9%
<b>Expense</b>				
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>	21,920.77	22,490.00	-569.23	97.5%

**Woolwich Minor Hockey**  
**Profit & Loss Budget vs. Actual**  
**April 2019 through January 2020**

	Apr '19 - Jan 20	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	447.19	250.00	197.19	178.9%
Cash Calendar Fundraising	10,760.00	10,500.00	260.00	102.5%
Coaches Clinic	1,284.02	1,500.00	-215.98	85.6%
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	2,558.38	4,200.00	-1,641.62	60.9%
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>9,158.38</b>	<b>13,200.00</b>	<b>-4,041.62</b>	<b>69.4%</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	3,817.62	3,480.00	337.62	109.7%
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				
December	36,001.43			
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>174,541.35</b>	<b>330,000.00</b>	<b>-155,458.65</b>	<b>52.9%</b>



**Woolwich Minor Hockey**  
**Profit & Loss Budget vs. Actual**  
 April 2019 through January 2020

	Apr '19 - Jan 20	Budget	\$ Over Budget	% of Budget
Ice Scheduler	6,163.50	10,500.00	-4,336.50	58.7%
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	361.60	1,500.00	-1,138.40	24.1%
Junior Sugar Kings Expense	0.00	0.00	0.00	0.0%
Misc Expense	415.20	100.00	315.20	415.2%
Office Manager	7,525.25	10,000.00	-2,474.75	75.3%
Office Manager Assistant	540.00	0.00	540.00	100.0%
Office Rent Expense	2,494.21	1,350.00	1,144.21	184.8%
Office Supplies	871.67	1,100.00	-228.33	79.2%
OHF Tournament Expenses	632.95			
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			
December	5,159.00			
January	6,378.00			
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>28,981.00</b>	<b>40,000.00</b>	<b>-11,019.00</b>	<b>72.5%</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				
December	1,263.00			
January	1,668.00			
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>6,762.00</b>	<b>9,000.00</b>	<b>-2,238.00</b>	<b>75.1%</b>
Tournament Fees Paid	35,944.00	44,000.00	-8,056.00	81.7%
Trophies	315.27	4,000.00	-3,684.73	7.9%

12:53 PM

**Woolwich Minor Hockey**  
**Profit & Loss Budget vs. Actual**  
 April 2019 through January 2020

02/19/20  
Accrual Basis

	Apr '19 - Jan 20	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%
Try Outs - Other	0.00	0.00	0.00	0.0%
<b>Total Try Outs</b>	<u>7,162.73</u>	<u>4,210.00</u>	<u>2,952.73</u>	<u>170.1%</u>
<b>Woolwich Cup Expenses</b>				
Misc Expenses	5,167.36			
Refs	2,712.00			
Timekeepers	1,260.00			
Woolwich Cup Expenses - Other	0.00	15,000.00	-15,000.00	0.0%
<b>Total Woolwich Cup Expenses</b>	<u>9,139.36</u>	<u>15,000.00</u>	<u>-5,860.64</u>	<u>60.9%</u>
<b>Woolwich Weekend</b>				
Ice Cost	2,980.53			
Miscellaneous	3,466.10			
Referees	1,022.00			
Timekeeps	330.00			
Woolwich Weekend - Other	0.00	7,582.49	-7,582.49	0.0%
<b>Total Woolwich Weekend</b>	<u>7,798.63</u>	<u>7,582.49</u>	<u>216.14</u>	<u>102.9%</u>
<b>Total Expense</b>	<u>389,003.15</u>	<u>588,712.49</u>	<u>-199,709.34</u>	<u>66.1%</u>
<b>Net Ordinary Income</b>	<u>166,382.65</u>	<u>2,675.99</u>	<u>163,706.66</u>	<u>6,217.6%</u>
<b>Net Income</b>	<u>166,382.65</u>	<u>2,675.99</u>	<u>163,706.66</u>	<u>6,217.6%</u>