



# Monthly Executive Meeting

- March 30, 2020 @ 7pm - [Virtual Meeting](#)
- 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	Y		
Directors					
Kristy Allen	Y	Kevin Brown	Y	Nadia Elmasry Weiss	Y
Gail Gowing	Y	Josh Gruhl	N	Mike Heckendorn	N/A
Grady Keen	Y				
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

- 7:07 pm

## 5. Guest(s) have the floor

- Alex Martin - EDHRA
  - Not present

## 6. Previous Minutes

- Motion to approve the previous minutes - Mike Birmingham
  - 2nd: Brett Bickerton
  - Vote: Pass

## 7. Reports

- Any items pulled from the Reports into Old Business
- Motion to approve the reports - Barry Keen
  - 2nd: Brett Bickerton
  - Vote: Pass

### 7.1. President - Barry Keen

- I have a list of people that our books show outstanding balances from this past season registry. I will be following up with them shortly.
- We have hired Donna Harrington to take over for Jasmine Roth as Registrar/Hockey Office assistant

### 7.2. Immediate Past President - Rob Moyer

- No report

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

- Rep Report:
  - All remaining rep games and championships cancelled for 2019-2020 season
  - All spring rep tryouts postponed until the fall
  - Waiting on further guidance from OMHA regarding any potential date or rule changes for fall tryouts
- Tri-County Report:
  - Monthly meetings temporarily cancelled

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

- Local League
  - Waiting for a response from CW whether they are interested in having interlock league with us again next season, before sending a survey out to our members for feedback.
- Select
  - Nothing to report

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

- No report

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

- Nothing to 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

- All equipment returns are on hold until OMHA lifts the ban on hockey activities

#### 7.10. Photo Committee - Gail Gowing

- Nothing to report

#### 7.11. Woolwich Weekend - Grady Keen

- No report

#### 7.12. Woolwich Cup - Brett Bickerton

- Final payment received

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

- Nothing to report

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

- Nothing report

#### 7.15. Spiritwear Committee - Grady Keen

- No report

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

- Nothing to report

#### 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
- Reminder, existing Executive must self-nominate if they want to return until under term

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

- Nothing new to report
- Lessons learned - it's a big job and likely needs a committee of 2-3 people. It had been a couple of years since tracked in one system. Katie did an excellent job of recording and sending out invoices so should be easy to follow up with previous sponsors for next year and start contacting new sponsors in June.

#### 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

- Unfortunately due to cancellation of all hockey programs due to COVID-19 the last session of First Shift was cancelled. This was a fantastic program again and brought out 45 kids. Thanks to all our volunteers this was a huge success.
- We have applied for funds for having a full program and applied for next year to host.
- Lessons learned - this is a big commitment of time but well worth it. WMHA could definitely offer an additional program to keep kids on the ice if well planned. We did offer 4/4 and some kids had registered to attend. This is an amazing program and highly

recommend WMHA always makes an effort to host. The feedback was very positive and volunteers did an amazing job.

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

- Plan to post thank you to all our volunteers on website.
- Lessons learned - this is likely not a committee as it's more fluid in all areas. We have a great community of volunteers.

#### 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

- Posted "Major Alert" on the website regarding the COVID/cancellations
- 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

#### 7.30. Secretary - Brett Bickerton

- Lessons learned: [Secretary.pdf](#)

## 8. Old Business

- Items from the Consent Agenda
  - Waiting on an update from CW

## 9. New Business

- Registration fees for the 2020-2021 season adjustments. - Barry Keen
  - Looking to balance out the fees
  - Motion to approved 2020-2020 as per spreadsheet - Barry Keen

Team	Preposed	Preposed
	Registration	Rep/Select
IP4	345	
IP5	345	
IP6	500	
Minor Novice	530	
Major Novice	530	
Major Novice A	530	275
Atom LL	585	
Atom Select		275
Atom AE	585	315
Atom Minor A	585	315
Atom Major A	585	315
Peewee LL	610	
Peewee Select		275
Peewee AE	610	380
Peewee Minor A	610	380
Peewee Major A	610	380
Bantam LL	625	
Bantam Select		275
Bantam AE	625	425
Bantam Minor A	625	425
Banatm Major A	625	425
Midget LL	650	
Midget Select		275
Midget MD	650	500
Midget Minor A	650	500
Midget Major A	650	500
Juvenile	542	290

- Second: Mike Birmingham
- Decision: Pass
- 4on4, may be able to run it in the fall - Barry Keen
  - Refund fees
  - Need to order more cheques, normally don't have to issue 300 cheques at once
  - May be able to run 4 on 4 in August
  - Possibility of replacing 4 on 4 with a new tournament next year. Younger age group, Novice/Atom

- How we will wrap up the year, ie. awards, agm etc. - Barry Keen
  - Wrap up message on the website
  - Awards/medals to be handed out, coaches will be emailed
  - Annual Meeting delayed until further notice
- New Business from the Floor
  - Coach selection to continue virtually
  - Receivables will be looked at by President/Treasurer
  - Jerseys will be collected later when safe
  - Standard late fee of \$75 will still apply

## 10. Adjourned

- 8:50 pm
- Next meeting scheduled for April 27, 2020, @ 7 pm, Virtual Meeting

# 11. Appendices

## 11.1. Appendix A - Financial Statements

### 11.1.1. Financial Statements up to Previous Month

3:46 PM  
03/04/20  
Accrual Basis

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

	Apr '19 - Feb 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%
Bank Interest	-0.82			
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%
<b>Fundraising</b>				
Cash Calender 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>	<b>16,230.00</b>	<b>14,000.00</b>	<b>2,230.00</b>	<b>115.9%</b>
Misc Income	530.00	500.00	30.00	106.0%
OHF Tournament	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>	<b>18,350.14</b>	<b>20,900.00</b>	<b>-2,549.86</b>	<b>87.8%</b>
Tournament Fees Paid back	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	30,562.00	28,000.00	2,562.00	109.2%
Woolwich Weekend Tournament	8,550.00	9,108.48	-558.48	93.9%
<b>Total Income</b>	<b>555,534.98</b>	<b>591,388.48</b>	<b>-35,853.50</b>	<b>93.9%</b>
<b>Gross Profit</b>	<b>555,534.98</b>	<b>591,388.48</b>	<b>-35,853.50</b>	<b>93.9%</b>
<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>	<b>21,920.77</b>	<b>22,490.00</b>	<b>-569.23</b>	<b>97.5%</b>



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

	Apr '19 - Feb 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	712.17	250.00	462.17	284.9%
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%
<b>Development Fees</b>				
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>	9,158.38	13,200.00	-4,041.62	69.4%
<b>Electronic Game Sheets</b>				
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>	1,234.01	1,450.00	-215.99	85.1%
<b>Entry Fees</b>	3,817.62	3,480.00	337.62	109.7%
<b>Equipment</b>				
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>	10,845.08	8,000.00	2,845.08	135.6%
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>	18,301.19	19,500.00	-1,198.81	93.9%
<b>Executive Travel Expense</b>	113.00	1,000.00	-887.00	11.3%
<b>Hockey Banquet Expense</b>	0.00	0.00	0.00	0.0%
<b>Ice costs</b>				
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>	174,541.35	330,000.00	-155,458.65	52.9%

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

	Apr '19 - Feb 20	Budget	\$ Over Budget	% of Budget
Ice Scheduler	7,268.50	10,500.00	-3,231.50	69.2%
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	464.89	100.00	364.89	464.9%
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%
<b>Referee Expense</b>				
April	691.00			
December	5,159.00			
February	6,853.00			
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>35,834.00</b>	<b>40,000.00</b>	<b>-4,166.00</b>	<b>89.6%</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%
<b>Timekeepers Expense</b>				
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	35,494.00	44,000.00	-8,506.00	80.7%
Trophies	762.19	4,000.00	-3,237.81	19.1%

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

	Apr '19 - Feb 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%
Ref's	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>
<b>Woolwich Cup Expenses</b>				
Misc Expenses	5,606.16			
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>	<b>9,578.16</b>	<b>15,000.00</b>	<b>-5,421.84</b>	<b>63.9%</b>
<b>Woolwich Weekend</b>				
Ice Cost	2,980.53			
Miscellaneous	3,466.10			
Referees	1,022.00			
Timekeepers	330.00			
Woolwich Weekend - Other	0.00	7,582.49	-7,582.49	0.0%
<b>Total Woolwich Weekend</b>	<b>7,798.63</b>	<b>7,582.49</b>	<b>216.14</b>	<b>102.9%</b>
<b>Total Expense</b>	<b>397,711.54</b>	<b>588,712.49</b>	<b>-191,000.95</b>	<b>67.6%</b>
<b>Net Ordinary Income</b>	<b>157,823.44</b>	<b>2,675.99</b>	<b>155,147.45</b>	<b>5,897.8%</b>
<b>Net Income</b>	<b>157,823.44</b>	<b>2,675.99</b>	<b>155,147.45</b>	<b>5,897.8%</b>