



# Monthly Executive Meeting

- Mon Nov 25<sup>th</sup>, 2024 7PM WMC
- Chair: Brad Shantz
- Secretary: Nicole Balog

Officers						Quorum: President or VP + 3 Officers + 50% Directors					
Brad Shantz	Y	Nadia Elmasry Weiss	N	Gavin White	Y						
Cindy Holland	Y	Sal Abate	Y	Josh Gruhl	N						
Zack Barriage	Y	Nicole Balog	N								
Directors											
Mark Trimble	N	Jenna Abate	N	Lisa Backman	Y						
Sheryl Martin	N	Katrina Berger	Y	Creg Metcalfe	Y						
Nick Horrigan	Y	Lisa Thaler	Y	Amy Ray	Y						
Staff											
Michelle Blake		Kyle Cadeau									
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 – 7:01 PM

## 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.

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## 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**

- Rosters are almost complete.
- Cindy and I have gotten all Rosters U8 and above are all Approved and sent to the teams! Just working with the IP4/5 and U7 teams to get them Approved.

### **5.2 Schedule – Kyle Cadeau**

1. All Schedules should be up to date until end of December please let me know if there are any discrepancies
2. U7LL Schedules to be updated shortly per the league scheduler.
3. I will be working on the Jan – March Schedules over the coming weeks
4. As a reminder to all members and executive, scheduling related requests shall go through the VP of Rep (Gavin) for Rep teams, The VP of LL (Cindy) for LL teams and the President (Brad) as needed.

### **5.3 Bookkeeper – Kyle Cadeau**

Oct 2024 Data.

- 2024-2025 registration \$300,765.65
- 2023-2024 sponsorship \$10,035.91
- Current AR is \$20,200 (team invoices)

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

1<sup>st</sup> Sal Abate

2<sup>nd</sup> Nick Horrigan

## 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.

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### 7.1 President – Brad Shantz

- Nothing to report

### 7.2 Vice-President - Representative Committee – Gavin White

- Teams are practicing hard
- All of our teams have had great showing in tournaments – with many teams making the finals.
- Our U21A team won the Greg Dietz Memorial Tournament, for the 4th year in a row!
- U18A Pittsburgh Pennsylvania, Fall Classic Tournament Champions
- Teams are doing well in Try County regular season play. Were all looking forward to an exciting playoff season

### 7.3 Vice-President - Local League Teams – Cindy Holland

- Nothing to report

### 7.4 Vice-President - Coaching – Sal Abate

Assisting coaches to finalize rosters in IP 4/5

Actively watching team practices, games from LL, BB and Rep programs. In discussions with members for feedback on the current staffs and team progress. Coaching reviews to be sent out in December for members to give feedback. Starting the process of developing a coaching committee. Committee to consist of WMHA President, VP Rep, VP Coaching and two additional individuals.

### **7.5 Vice-President - Player Development – Josh Gruhl**

- Nothing to report

### **7.6 Vice-President – U9 & Below – Zack Barriage**

- Nothing to report

### **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 have been in contact with Tony Code regarding his donation of two spots for his Spring camp. Tony has said he would like to open his registration soon but agreed to leave one spot open in each division (2010-2017) so we could fill it with our winners. He would just need the name of the player and contact information for each winner. Tony also offered to provide certificates for the winners and to put some Swag bags together.

### **7.12 Sponsorship Committee – Creg Metcalfe**

Rural Roots fundraiser raised \$430.00. It was a fun night, just wish we could of had more people come out and support.

### **7.13 Tournament Committee – Jenna Abate & Cindy Holland**

Will provide an update on Monday after the weekend is over.

### **7.14 4on4 Committee – Lisa Backman & Gavin White**

- Nothing to report

### **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**

- Nothing to report

### **7.24 Treasurer – Nicole Balog**

- Nothing to report

### **7.25 First Shift – Nadia Elmasry Weiss**

- Nothing to report

## 8. New Business

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

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### **Tournament Update;**

- It was a great weekend—thank you to all the volunteers! Everything ran smoothly with no issues involving teams, players, or scheduling.
- Cindy and Kyle discussed combining the two tournaments in QuickBooks to provide a clearer view of the overall earnings. More details on this will follow.
- It was noted that no timekeepers were scheduled for the final two games. EDRA has apologized, assured Cindy they will provide a schedule for the next tournament, and confirmed they will not charge us for timekeepers for those slots.
- An email will be sent to EDRA to communicate that, moving forward, we expect timekeepers to arrive 15 minutes before the start of a game.

### **Tony Code Fundraising;**

Lisa will proceed with organizing the fundraiser, and Tony has opened registration while reserving two spots for the winners. It was decided to offer five slots for the 4-on-4 in the following divisions: U9, U11, U13, U15, and U18. Additionally, managers will be provided with details on how their players can win these slots. The plan is to hold two draw dates: one for the Tony Code and another where all players will be re-entered for a chance to win the 4-on-4 slots.

### **Finances/Bank;**

Nick inquired about TD Bank and whether we might consider switching to a financial institution that offers more options for our not-for-profit organization. He volunteered to take the lead in researching at least three alternatives and present them to the Budget Committee, which is scheduled to meet in January. Nick also expressed interest in joining the Budget Committee.

### **U7-U9 MD Jamboree;**

It was noted that we've been asked to host the Jamboree again. While it's not a revenue-generating event, OMHA does cover all associated costs. We would consider hosting for one of the groups, and Zack will look into ice availability and reach out to OMHA for further details. The hope is to rely on a strong parent group to assist with planning and organizing the event.

## 10. Adjourned

Time Adjourned: 7:58 PM

## 11. Appendices

### 11.1. Appendix A - Financial Statements

# Woolwich Minor Hockey Association

## Budget vs. Actuals: Budget\_FY25\_P&L FINAL - FY25 P&L Classes

Oct 31, 2024

		TOTAL	
	ACTUAL	BUDGET	REMAINING
<b>Income</b>			
Revenue			
401 Registration Fees	300,765.65	337,000.00	36,234.35
402 Representative Fees	126,435.00	135,000.00	8,565.00
404 Tryout Fees	46,635.00	28,000.00	-18,635.00
405 Development Fees	26,495.00	22,500.00	-3,995.00
406 Fundraising	85,872.23	52,000.00	-33,872.23
407 Sponsorship	10,035.91	11,900.00	1,864.09
408 Tournament Fees	40,125.00	47,750.00	7,625.00
409 Miscellaneous Income	120.00		-120.00
<b>Total Revenue</b>	<b>636,483.79</b>	<b>634,150.00</b>	<b>-2,333.79</b>
<b>Total Income</b>	<b>\$636,483.79</b>	<b>\$634,150.00</b>	<b>\$ -2,333.79</b>
<b>Cost of Goods Sold</b>			
Cost of Revenue			
501 Ice Cost	129,339.30	390,200.00	260,860.70
502 Referee Cost	7,096.50	70,700.00	63,603.50
504 Registration Cost	6,850.00		-6,850.00
505 Game-sheet Cost		4,200.00	4,200.00
507 Coaching Cost	2,928.16	4,000.00	1,071.84
509 Jersey Expense	17,377.92	30,000.00	12,622.08
510 Sock Expense	15,755.90	9,000.00	-6,755.90
511 Other Equipment Expense	8,456.28		-8,456.28
512 Development Cost	5,946.15	10,000.00	4,053.85
513 Insurance Expense	33,760.66	35,550.00	1,789.34
514 Tournament Cost	5,859.33	8,000.00	2,140.67
515 Scheduler	4,550.00	7,800.00	3,250.00
516 Miscellaneous Cost of Revenue	962.75	11,000.00	10,037.25
517 Concession Food and Beverage Supplies	7,747.68		-7,747.68
518 Concession Staff	6,917.98		-6,917.98
<b>Total Cost of Revenue</b>	<b>253,548.61</b>	<b>580,450.00</b>	<b>326,901.39</b>
<b>Total Cost of Goods Sold</b>	<b>\$253,548.61</b>	<b>\$580,450.00</b>	<b>\$326,901.39</b>
<b>GROSS PROFIT</b>	<b>\$382,935.18</b>	<b>\$53,700.00</b>	<b>\$ -329,235.18</b>
<b>Expenses</b>			
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	10,500.00	18,000.00	7,500.00
605 Internet & Web Services	-1,283.04	1,600.00	2,883.04
606 Rental Space at WMC	4,572.98	1,600.00	-2,972.98
607 Office Supplies	623.73	500.00	-123.73
609 Miscellaneous SG&A Expense	304.36	2,000.00	1,695.64
610 Bank Expense	573.97	1,000.00	426.03
620 Bad Debts Expense	-1,258.00		1,258.00
<b>Total Selling, General, and Administrative Expenses</b>	<b>15,143.08</b>	<b>31,700.00</b>	<b>16,556.92</b>
<b>Total Expenses</b>	<b>\$15,143.08</b>	<b>\$31,700.00</b>	<b>\$16,556.92</b>



# Woolwich Minor Hockey Association

Budget vs. Actuals: Budget\_FY25\_P&L FINAL - FY25 P&L Classes

October 31, 2024

		TOTAL	
	ACTUAL	BUDGET	REMAINING
NET OPERATING INCOME	<b>\$367,792.10</b>	<b>\$22,000.00</b>	<b>\$ -345,792.10</b>
NET INCOME	<b>\$367,792.10</b>	<b>\$22,000.00</b>	<b>\$ -345,792.10</b>