Monthly Executive Meeting

- Aug 29 @ 7pm – WMC Meeting Room
- Chair: Nadia Elmasry Weiss, Secretary: Cindy Holland

Attendance

Officers				Quorum: President or VP + 3 Officers + 50% Directors	
Nadia Elmasry Weiss	Y	Barry Keen	N	Tracey Williams	Y
Chris Taylor	Y	Brad Shantz	Y	Josh Gruhl	Y
		Cindy Holland	Y	Katie Hackert	Y
Directors					
		Mark Trimble	Y	Aaron Hardy	Y
Luke Baleshta		Jenna Abate	Y	Mike Stiles	Y
Staff					
Catherine Stiles	Y	Mike Heckendorn	Y		
Guest(s)					
Kurt Wilkie	Y				

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

Start time – 7:05

5. Guest(s) have the floor

- Continuing with training for both groups the 50 refs and 30 timekeepers.
    - Training on the 18th of September
- Can we close the two game gap between games (can we tighten them up so refs can go on right afterwards)
- Will send a message the moment the schedule is ready for the September Tournament
- Kurt is still donating the pucks for the tournament with logos on both side. Puck sponsored by…
- Pre-season skate for refs 17th of September, the Wild team has donated 2 hours of ice, and is hoping maybe the Wildcats could donate food for lunch possible?
    - 20-30 Level 1 & 2 Refs
- Entry level clinic, could we run this in Woolwich? Kurt needs an hour of ice on October 15. Anywhere between 9am-2pm, he would be willing to pay.
    - Hecky will work with Kurt on which hour exactly.

6. Previous Minutes

- Motion to approve the reports – Mark
- 2nd- - Jenna

7. Reports

- Are there any items that need to discussed tonight for the reports submitted?
    - Items discussed have been posted below in new business.

- Motion to approve the reports
    - 1st – Tracey
    - 2nd – Jenna

7.1. President - Nadia Elmasry Weiss

- Nothing to Report

7.3. Vice-President - Representative Committee – Tracey Williams

- Nothing new to report

7.4. Vice-President - Local League Teams - Chris Taylor

- I am pleased to report that we have finalized our programming loop and will be joining Grand River Local League. Of all the options that we were granted permission for, this was the best. We expect lots of details to come in shortly around this programming.

- At this time we are still looking for about 6 LL coaches but expect no issue filling these positions. We have a convenor for U15 and are still looking for the other age groups.

- LL evaluations start Monday Oct 3, unsure when GRLL games start at this time.

7.5. Vice-President - Coaching - Brad Shantz

- Nothing to report

7.6. Vice-President - Player Development - Josh Gruhl

- Nothing to report

7.7. Vice-President - U9 & Below - Vacant

- Nothing to report

7.8. Coach Selection Committee - Brad Shantz

- Nothing to report

7.9. Player Safety Committee – Luke Baleshta

- Nothing to report

7.10. Equipment Committee - Mark Trimble

The following has been ordered in preparation for the upcoming season:

- Jerseys REP + LL fill ins & AtomMc (U11 LL)
- REP & LL socks
- REP & LL pucks
- Trainer's/medical bags (decoration only)

The following has not been ordered:

- IP jerseys, as this has been a responsibility of VP of U9

Equipment pick up dates will follow and will be coordinated with appropriate VP's, once season starts

7.11. Team Photo Committee – Mark Trimble

- WMHA will be working with Calla Studio this year for team & individual pictures.
- Schedule is TBD but the goal will be a pre-Christmas delivery, with pictures being done in late October.
- All sessions will be booked in advance and take place at Calla Studio in Elmira.
- Information to team managers will follow when appropriate

7.12. Tournament Committee – Cindy Holland

- Schedule for the Tournament will be posted early September
- The committee will be meeting to work through a volunteer schedule and connect with the Woolwich teams.
- In the next month we will be working to collect rosters and travel permits, formulate rules along with meet with the Township.

7.13. 4 on 4 – N/A

- Nothing to report.

7.15. Spirit wear Committee – Aaron Hardy

New contracts have been sent to both PK and Sportzone. Same contract as last year with a 10% increase proposed to $825 per vendor. We have also confirmed the CCM suits for this year as the new suit. Both vendors I believe still have last years model that they will sell through before making the switch. All other Woolwich gear will be available from both vendors online and instore.

There will be no practice Jersey program from Sportzone this year.

7.16. Constitution Committee – Mike Stiles

- Nothing to report

7.17. Select Committee – Chris Taylor

- Rostered Select programming will be offered to our age groups again this season. We will work closer with the coaches this season to ensure we get games in sooner.

7.18. Sponsorship Committee – Jenna Abate

- Nothing to Report

7.19. Fundraising Committee - Aaron Hardy

- Rostered Select programming will be offered to our age groups again this season. We will work closer with the coaches this season to ensure we get games in sooner.

7.20. Communications Committee - Mike Stiles

- Web site has been flipped to new version
- I've obtained the 4 donated laptops, will be preparing them for use
- I haven't purchased the printer

7.21. First Shift Committee - Nadia Elmasry Weiss

- Nothing to report

7.22. Player Experience and Retention Committee – Jenna Abate

- Nothing to report

7.23. Player Development Committee - Josh Gruhl

- Nothing to report

7.24. Treasurer - Katie Hackert Nothing to Report

- Nothing outstanding
- Financial statements supplied in Appendix A - Financial Statements

7.25. Website - Catherine Stiles

- No report

7.26. Office - Catherine Stiles

- No report

7.27. Registrar - Catherine Stiles

Current Registration as of August 25, 2022 – 469

Last Year – 480

Age Division	#
IP4/IP5| U6	47
IP6 | U7	24
U8	28
U9	31
U10	41
U11	32
U12	38
U13	35
U14	39
U15	51
U16	40
U18	58
U21	5
Total:	469

- PTS and NRPs are completed up to date.
- Current Rep bench staff have been emailed to complete coaching requirements.
- U8 – U13 Pathway Skate (September 10th) registration is live.
- IP4/IP5, IP6 – season starting September 10 – I will be there for the first ice time to answer any questions parents may have.
- We have been given to green light from Paul Wilson to send in team rosters for approval. I am currently unable to add bench staff to rosters that don't have completed police checks – the OMHA/HCR are currently working on the issue.

7.28. Scheduler – Mike Heckendorn

- Schedule is completed up to and including thanksgiving weekend
- Waiting for rep and local league season schedules before continuing
- All pathway skates, evaluation skates and tryout skates have been posted

7.29. HR/Administrative Committee

- Nothing to report

7.30. Budget Committee - Tracey Williams

- Nothing to report

7.31. Inclusion and Diversity Committee - Nadia Elmasry Weiss

- Nothing to report

8. Old Business

9. New Business

- Hiring a bookkeeper/admin (Nadia)
    - Discussions were had about hiring for this position, and it came up in the budget meetings.
    - Not removing treasurer from the board, but instead takes care of the books
    - Treasurer would bring back numbers and items to the board
    - Not all treasures are bookkeepers.
    - Maybe there is an overlap both the bookkeeper also is available to help with admin
    - Katie thinks that if we want a good bookkeeper it's going to cost a bit of money.
    - Katie doesn't always track the hours, but it's a lot. Refund, cheques, member questions. Day to day wouldn't be comparable to a large client.
    - We should be looking now in the hopes that Katie can train.
    - **Next Steps: Catherine & Tracey will adjust the job posting and re-post it on the website.**
- Distributing new computers – who gets one?
    - Scheduler
    - Office/Admin
    - Bookkeeper
    - Treasurer
    - **Next Steps: Mike S will arrange to get the computers to each person. Applications- we will likely need to purchase software.**

- Rep fees
    - We don't currently have the rep fees posted, should we have the rep fees posted?
    - With the fees being increased we should likely post them now to answer any questions.
    - It's important for the younger team families who haven't been a part of a rep team won't have the knowledge about the extra fees.
    - **Next Steps: Tracey will post the updated rep fees to the site.**
- U21 fees
    - The U21 rep fees are lower than the rest of the groups. Should they not be charged the same amount?

    - Traditionally they had less practices and less games –15 games at most.
    - Typically, the players themselves pay the fees and if it's too much they in the past don't signup
    - The Juvenile program should be described in a way that promotes the continuation hockey once older than U18. Highlighting that not a lot of centers run this sort of program.
    - On an admin perspective, there is very little work. Signup, pay, play.
- Development fees
    - $102 a skater clinic
    - $140 for a goalie clinic (goes up U15 – total of 16wks 8 per group)
    - Keep the fees the same – if prices go up we will cover the outstanding costs
    - Some weeks we don't get enough help, if we can find consistent help then we can possibly make fees go up.
    - The goalie coaches are supposed to go out. Steve is the only one that we pay, all the others are volunteers.
    - Starts October 15th 2022.
    - Tony code goes up to U13 (6 skates)
    - Should we consider a make-up date for any tournaments?
    - The pathway skates and the details involved in that should be moved to the development program.
    - Non-parents? This is where you grab your coaching staff to run the program.
    - Look at naming the pathways to something different – Guelph is calling it something else. Waterloo "Skills & Something".
    - **Next Steps : Josh will find someone to run these pathway skates.**
- LL development program
    - Josh would like to see a 6 week LL development program
    - Run a younger and run an older.
    - Start end of October and takes us to Christmas
    - Josh has chatted with Luke a few times about it, what JR Kings is looking for high school hours? What did the first shift volunteers look like.
    - It will be signup for a fee cover the ice fee no to make a money.
    - Max 25 on the ice per.
    - Block a bunch of dates times and let parents register based on dates.
        - U10-U12
        - U13-U15
    - **Next Steps: Josh is going to see if we can get help for it. He will also work with Mike H to see about ice time and what that could look like.**
- Extra ice (Mike H)
    - We are going to be able to offer extra ice times to all teams. Rep teams, Local league teams etc.
    - We can't give ice back
    - GRLL will need more ice time,
    - The ice allocation might need to be reviewed.
    - Eat the ice time and give it back out.

- Hecky will keep track of who is getting/picking up these extra ice times.
- We also don't want to give it up to early, because of the shifting required to move games between centers.
- The majority will go to LL, but will depend on who picks them up.
- How could we have or give up extra ice time to be used for giving back to the community. Try to skate hockey, or public skate? Insurance and what does that look like. Pickup skates, open it to everyone in Woolwich, any registered players.
- Sell is back to the township, and pay full cost and then get the insurance.
- Training for coaches, sell it to the Wild for money.
- **Next Steps: Identify opportunities for non-used ice time that doesn't get picked up by teams, once Mike H had worked through the schedule.**

IP4 & IP 5 Group

- Currently there is only one ice time, will look into that.
- Hecky will look at splitting the two groups up.
- Pathways could play into this
- Hecky will order jersey's from PK for this group.
  - Could we get a sponsor for these? That way their logo could go on the back of it.
  - **Next Steps: Jenna to reach out to some sponsors about covering the costs for these jersey's.**

VP U9 and Under

- We may have a candidate, they will get back to us this week.
- They have kids at the right age group, and would be well suited for the position.

10. Adjourned

Time – 8:26pm

11. Appendices

11.1. Appendix A - Financial Statements

11.1.1. Financial Statements up to Previous Month

08/05/22
Accrual Basis

Profit & Loss Budget vs. Actual
April through July 2022

	Apr - Jul 22	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
4 on 4	34,863.65	37,500.00	-2,636.35	93.0%
Development Fees Income	0.00	11,875.50	-11,875.50	0.0%
Fundraising				
Cash Calender Fundraising	0.00	14,000.00	-14,000.00	0.0%
Total Fundraising	0.00	14,000.00	-14,000.00	0.0%
Grant Income	30,000.00			
Misc Income	400.00	1,358.54	-958.54	29.4%
Registration	142,368.96	290,375.00	-148,006.04	49.0%
Representative Fees	0.00	109,065.00	-109,065.00	0.0%
Select Fees	0.00	12,000.00	-12,000.00	0.0%
Sponsorship Revenue	1,500.00	15,000.00	-13,500.00	10.0%
Tournament Fees Paid back	0.00	44,000.00	-44,000.00	0.0%
Tri County Weekend	0.00			
Try out Fee Select	0.00	1,200.00	-1,200.00	0.0%
Try Out Fees	3,725.00	11,350.00	-7,625.00	32.8%
Woolwich Cup Tournament	0.00	32,725.00	-32,725.00	0.0%
Woolwich Weekend Tournament	33,350.00	32,725.00	625.00	101.9%
Total Income	246,207.61	613,174.04	-366,966.43	40.2%
Gross Profit	246,207.61	613,174.04	-366,966.43	40.2%
Expense				
4 on 4 tournament				
Ice	11,122.45	12,750.00	-1,627.55	87.2%
Ref Expenses	1,650.00	1,700.00	-50.00	97.1%
Shirt Expense	7,303.91	6,000.00	1,303.91	121.7%
Time Keepers	792.00	840.00	-48.00	94.3%
4 on 4 tournament - Other	0.00	1,200.00	-1,200.00	0.0%
Total 4 on 4 tournament	20,868.36	22,490.00	-1,621.64	92.8%
Accounting Fees	0.00	2,000.00	-2,000.00	0.0%
Advertising and Promotion	0.00	262.50	-262.50	0.0%
Bank Service Charges	81.25	1,805.57	-1,724.32	4.5%
Cash Calendar Fundraising	0.00	10,500.00	-10,500.00	0.0%
Coaches Clinic	63.28	1,575.00	-1,511.72	4.0%
Coaches Dinner	0.00	2,000.00	-2,000.00	0.0%
Concussion testing	0.00	593.25	-593.25	0.0%
Development Fees	0.00	11,875.50	-11,875.50	0.0%
Electronic Game Sheets	0.00	1,358.54	-1,358.54	0.0%
Entry Fees	1,743.00	3,480.00	-1,737.00	50.1%

7:58 AM
08/05/22
Accrual Basis

Woolwich Minor Hockey
Profit & Loss Budget vs. Actual
April through July 2022

	Apr - Jul 22	Budget	$ Over Budget	% of Budget
Equipment				
Shirt Expense				
IP Jerseys	0.00	1,250.00	-1,250.00	0.0%
Total Shirt Expense	0.00	1,250.00	-1,250.00	0.0%
Sock Expense	0.00	6,500.00	-6,500.00	0.0%
Equipment - Other	0.00	1,400.00	-1,400.00	0.0%
Total Equipment	0.00	9,150.00	-9,150.00	0.0%
Ice costs	0.00	300,000.00	-300,000.00	0.0%
Insurance Expense	-657.36	30,000.00	-30,657.36	-2.2%
Internet Services & Website	0.00	1,500.00	-1,500.00	0.0%
Junior Sugar Kings Expense	0.00	2,500.00	-2,500.00	0.0%
Misc Expense	0.00	300.00	-300.00	0.0%
Office Rent Expense	0.00	1,417.50	-1,417.50	0.0%
Office Staff	5,100.00	25,000.00	-19,900.00	20.4%
Office Supplies	275.64	500.00	-224.36	55.1%
Playdown fees	0.00	1,000.00	-1,000.00	0.0%
Referee Expense				
April	81.00			
May	595.00			
Referee Expense - Other	0.00	45,000.00	-45,000.00	0.0%
Total Referee Expense	676.00	45,000.00	-44,324.00	1.5%
Timekeepers Expense				
May	125.00			
Timekeepers Expense - Other	0.00	10,000.00	-10,000.00	0.0%
Total Timekeepers Expense	125.00	10,000.00	-9,875.00	1.3%
Tournament Fees Paid	7,678.46	44,000.00	-36,321.54	17.5%
Trophies	0.00	2,000.00	-2,000.00	0.0%
Try Outs				
Body Checking Clinics	600.00	315.00	285.00	190.5%
Ice Costs	3,465.72	1,260.00	2,205.72	275.1%
Ref's	0.00	2,100.00	-2,100.00	0.0%
Timekeepers	0.00	273.00	-273.00	0.0%
Try Outs - Other	0.00	472.50	-472.50	0.0%
Total Try Outs	4,065.72	4,420.50	-354.78	92.0%
Woolwich Cup Expenses	0.00	10,000.00	-10,000.00	0.0%

7:58 AM
08/05/22
Accrual Basis

Woolwich Minor Hockey
Profit & Loss Budget vs. Actual
April through July 2022

	Apr - Jul 22	Budget	$ Over Budget	% of Budget
Woolwich Weekend				
Miscellaneous	3,766.40			
Woolwich Weekend - Other	0.00	10,000.00	-10,000.00	0.0%
Total Woolwich Weekend	3,766.40	10,000.00	-6,233.60	37.7%
Total Expense	43,785.75	554,728.36	-510,942.61	7.9%
Net Ordinary Income	202,421.86	58,445.68	143,976.18	346.3%
Net Income	**202,421.86**	**58,445.68**	**143,976.18**	**346.3%**