



Monthly Executive Meeting

- Jan 30 @ 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	N
Cindy Holland	Y	Katie Hackert	N	Trent Brown	Y
Directors					
Mark Trimble	Y	Aaron Hardy	Y	Jenna Abate	Y
Mark MacGregor	Y				
Staff					
Catherine Stiles	Y	Mike Heckendorn	Y	Kyle Cadeau	Y
Linnea Snelling	Y				
Guest(s)					
Trent Martin					

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 – 7:03

5. Guest(s) have the floor

Trent Martin filling in Kurt Wilkie

- Some formal complaints came in from both the U11 teams, issues have been dealt with and coaches served their suspensions. Feedback regarding a U13 team was also received however a formal complaint was not submitted.
- Association wants to note that feedback from the refs is important and we appreciate the updates.
- Suggestion to have 1-2 refs at the season start to come to the coaches meeting at the beginning of the year in hopes of building a better relationship from the beginning.
- Tournament refs and timekeepers are all booked and ready to go it should be a great weekend.
- Rep playoff coaches meeting is on Feb 9, and it would be a good idea for Kurt to be invited so he can be involved.

6. Previous Minutes

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

7. Reports

- Are there any items that need to be discussed tonight for the reports submitted?
 - Items discussed have been posted below in new business.
- Motion to approve the reports for this month's meeting
- 1st - Tracey
- 2nd - Catherine

7.1. President - Nadia Elmasry Weiss

- Introduction of new Staff Kyle and Linnea
- Hockey for All Challenge posted and sent out to teams. Please continue to encourage participation.
- OMHA executives attending meeting on February 1 with myself, Brad, Tracey. To review not approving local league with Waterloo, Breslau boundary issues and Waterloo and Guelph AAA. Please let me know if any questions or feedback related to these topics.

7.3. Vice-President - Representative Committee – Tracey Williams

- Playoff structure discussed – Rep Coaches meeting on Feb 9th, to go over everything and ensure the rules are clear
- Discussed next Season Structure, which will be voted on next TC Meeting; less season games (26 vs 32) but more playoff games (min. 8 but maybe 10 or 12 for most divisions)
- Next Season: can start league play on October 1st (OHF regulation) – may be able to start sooner, depending on Pathways
- BB Hockey – OMHA is deciding on whether BB hockey may move to non-contact; may have name change again – will know early February 2022
- OMHA – has decided that certain teams in the Tri County league will move to the Niagara District Hockey League; at AA and A – very upset Associations, including Oakville and Burlington; Dundas and Flamborough would be completely removed from TC
- Woolwich will be hosting a U9 “tournament” – weekend of March 25/26th for their pod (7 teams, 2 games each?)

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

- Grand River Local League playoffs are underway (Jan 8-Mar 10) with all teams seeded into groups of 4 or 5 and will receive 8 or 9 games with the top two in each division playing in a best of 3 after March break.
- So far feedback of the GRLL loop has been overwhelmingly positive with little negative.
- I have received and reviewed a total of 16 team evaluations (from 6 distinct teams) from the survey Brad listed on the website. Ideally we would hear from more parents.

7.5. Vice-President - Coaching - Brad Shantz

- Season has been going good with some tournament accomplishments and overall putting some real competitive teams on the ice
- Playoff around the corner, should be exciting for Woolwich teams!
- Coaching Applications are in and will be in the process with the coaching committee conducting meetings.
- Planning to have coaches picked and announced by Feb 20th
- Mid-Season Review is wrapping up getting various feedback in on the coaching staff

7.6. Vice-President - Player Development - Josh Gruhl

- Nothing to report

7.7. Vice-President - U9 & Below - Trent Brown

- 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

- Nothing to report

7.11. Team Photo Committee – Mark Trimble

- Nothing to report

7.12. Tournament Committee – Cindy Holland

- Tournament Committee is all set and ready for our LL tournament being held early Feb.
- LL teams have signed up to Volunteer throughout the weekend
- Currently 350 Players will be participating that weekend.
- We have a few small gaps in the volunteer schedule that we are looking to have filled, hoping the executive can stand-up and fill.

7.13. 4 on 4 – N/A

- Nothing to report.

7.15. Spirit wear Committee – Aaron Hardy

- Nothing to report

7.16. Constitution Committee – Open

- Nothing to report

7.17. Select Committee – Chris Taylor

- Nothing to report

7.18. Sponsorship Committee – Jenna Abate

- Nothing to Report

7.19. Fundraising Committee - Aaron Hardy

- Nothing to report

7.20. Communications Committee - Mike Stiles

- Nothing new to report

7.21. First Shift Committee - Nadia Elmasry Weiss

- First Shift welcome event held Wed January 25. Due to weather it was a bit more work still trying to arrange equipment delivered to players that could not make it.

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

- 2021 registration 281092.56
- 2021 sponsorship 13300
- AR 1825
- Financial statements supplied in [Appendix A - Financial Statements](#)

7.25. Website - Catherine Stiles

- No report

7.26. Office - Catherine Stiles

Training

I've met with Kyle a couple times over the month of January to start his training. Linnea and I have arranged to meet in February.

Spring Tryouts – U10- U16

AAA – begin April 24, AA – begin May 1, A & below – begin May 8, BB – begin May 14
Waiting to hear from the OMHA regarding 2023-2024 Permission to Skate and NRP forms. I plan to post the online PTS/NRP request form as soon as I receive more information from the OMHA.

7.27. Registrar - Catherine Stiles

Planning on opening registration portal for the 23-24 season April 1. Registration rates for next season to be discussed at the next budget meeting in Feb.

7.28. Scheduler – Mike Heckendorn

- Nothing to report

7.29. HR/Administrative Committee

- Job posted in December for Administrator/Bookkeeper position
- Received several resumes – conducted interviews
- Hired 2 individuals for positions
- Welcome Linnea Snelling as our Hockey Office Assistant and Kyle Cadeau, as our Bookkeeper/Office Administrator
- Kyle officially started in January – Linnea's first official day is February 1, 2023
- Thank you to Catherine for training both of our new Staff
- Looking forward to having Kyle and Linnea on the Team!

7.30. Budget Committee - Tracey Williams

- Meeting in mid-February to review budget and set fees for next season

7.31. Inclusion and Diversity Committee - Nadia Elmasry Weiss

- Nothing to Report

7.32. WMC Concession Stand - Tracey Williams

- Concession opened on January 2nd
- Going well so far – have 5 Staff hired, with possibly 1 more
- At end of Feb, early March, will have a “manager” started to look after ordering and inventory
- Will provide first month’s financials at Feb Exec meeting

8. New Business

Policies and Procedures

- Updating the refund policy so no refunds happen after Dec 15 instead of Jan 31st.
(Catherine)

[REFUND POLICY - REGISTRATION FEE](#)

Before September 2, 2022 – FULL refund *minus a \$20 administration fee.*

On/After September 2, 2022 - Refunds will be provided on a pro-rated basis, based on the date of withdrawal from the WMHA, *minus \$70.00 - consisting of a \$20 administration and \$50 insurance fee.*

On/After December 15, 2022 – *No refunds*

- Motion move forward – (Tracey)
 - All in favour (Unanimous support)
- Amending Exceptional Player status in our Policies and Procedures document (Tracey)
 - Motion to amend the wording of the section 2,g. OMHA policy 3.6a is still the same sited policy.

Proposed Wording: Additional wording regarding goaltenders.

Add the following wording to "Section 2, g.":

*g. Overall, the Player must be deemed in the top 3 of the higher Division team. **For goaltender the player must be deemed as the #1 goaltender at both age groups (their current age division and the higher age division).***

- o Motion to move forward – MIKE
- o All in favour (Unanimous support)

Trent

- Full team vs half team (U8LL vs Tavistock)
 - o Concerns about the number of teams allocated for the Tavistock group. They only sent one team, but it was our understanding that there were two. Why it took this long into the season to notice is unclear.
 - o Next Steps: Chris is going bring up this topic up with GRLL
- Season structure for IP5's (game/ practice ratio, travel permits)
 - o Next Steps: Mike - Look at setting up internal scrimmages between the IP6 & IP5 for next year on a consistent rotation.
 - o Next Steps: Mark & Mike will work together to get jersey's earlier in the year so they can be handed out to the kids. If we had a some extra sets available year after year supply won't be an issue.
 - o Next Steps: Trent & Catherine - Work through our own internal policy on what game play, permits looks like so that we can ensure that these groups have the proper allocated games/practiced schedule and the process with travel permits

Tracey

- BB teams for next season – Motion: to field a BB team at U16
 - A parent groups from the U16 age bracket for next year is interested in fielding a U16BB team. They were concerned the association wouldn't allow the team because typically a minor BB team doesn't do well.
 - If OMHA deems BB as a no contact, would this team still be interested in getting fielded?
 - Suggestion: was to encourage this parent group to have all interested to please register for the season and for tryouts so the association knows numbers.
 - Suggestion: Could we have a BB townhall to get feedback on structure so that we can get feedback from members. (Not just for this age group but for all groups)
 - Motion to move forward with a 16BB team if numbers permit – Jenna
 - All in favour (Unanimous support)
- Audit – update on where we are with audit for the 2021-22 Season (to present at May AGM)

- Nadia is working through the details on what this will look like moving forward. It won't be completed before the AGM meeting, but she is confident that there will be an update for Members regarding cost and process etc. by then.
- TC Seasonal Structure for next year
 - Currently this season approx. 30-32 games were played and there will be only 6 playoff games.
 - The hope moving forward would be to have approx. 25-26 games with 10-12 playoff games. They will be voting on this at the next TryCounty meeting.

Nadia

- 4 on 4 set up (PENDING ICE)
 - o Agreed to run this program again – fully depended on Ice availability.
 - o Program would run from Easter Monday to May 5th.
 - o Better rules on refunds, and spare list to ensure less dropouts.
 - o Next steps: Mark and Aaron will work with Tracey and Catherine on what this will look like and getting this up and running asap.
- Select programming
 - o Conversation about how difficult the program is to run.
 - o Ice scheduling – has been an issue with some of the LL Select. When they all practice
 - o There should be a director of Select – for next season.
 - o Next steps: Cindy Holland has volunteered to be the Select Director for next season and will work with Mike H to build a structure to this program that will work well for next season

Cindy

- Executive Contact's
 - o Next steps: Catherine to update the active executive list on the website and through the email.

10. Adjourned

Time – 8:46pm

11. Appendices

11.1. Appendix A - Financial Statements

11.1.1. Financial Statements up to Previous Month

1:57 PM 01/06/23 Accrual Basis Woolwich Minor Hockey Profit & Loss Budget vs. Actual April through December 2022				
	Apr - Dec 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	7,440.00	11,875.50	-4,435.50	62.6%
Fundraising				
Cash Calendar Fundraising	0.00	14,000.00	-14,000.00	0.0%
Fundraising - Other	145.00			
Total Fundraising	145.00	14,000.00	-13,855.00	1.0%
Grant Income	30,000.00			
Junior Sugar Kings	2,500.00			
Misc Income	1,020.00	1,358.54	-338.54	75.1%
Registration	294,180.61	290,375.00	3,805.61	101.3%
Representative Fees	95,480.00	109,065.00	-13,585.00	87.5%
Select Fees	8,000.00	12,000.00	-4,000.00	66.7%
Sponsorship Revenue	11,900.00	15,000.00	-3,100.00	79.3%
Tournament Fees Paid back	15,493.96	44,000.00	-28,506.04	35.2%
Tri County Weekend	0.00			
Try out Fee Select	2,200.00	1,200.00	1,000.00	183.3%
Try Out Fees	8,150.00	11,350.00	-3,200.00	71.8%
Woolwich Cup Tournament	20,250.00	32,725.00	-12,475.00	61.9%
Woolwich Weekend Tournament	39,050.00	32,725.00	6,325.00	119.3%
Total Income	570,673.22	613,174.04	-42,500.82	93.1%
Gross Profit	570,673.22	613,174.04	-42,500.82	93.1%
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	271.72	1,805.57	-1,533.85	15.0%
Cash Calendar Fundraising	0.00	10,500.00	-10,500.00	0.0%
Coaches Clinic	1,240.27	1,575.00	-334.73	78.7%
Coaches Dinner	0.00	2,000.00	-2,000.00	0.0%
Concussion testing	0.00	593.25	-593.25	0.0%

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01/06/23

Accrual Basis

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

	Apr - Dec 22	Budget	\$ Over Budget	% of Budget
Development Fees				
Development Instruction - Power	4,500.00			
Development Fees - Other	0.00	11,875.50	-11,875.50	0.0%
Total Development Fees	4,500.00	11,875.50	-7,375.50	37.9%
Electronic Game Sheets				
Equipment	10,068.30			
Game Fees Cost	96.05			
Electronic Game Sheets - Other	1,472.76	1,358.54	114.22	108.4%
Total Electronic Game Sheets	11,637.11	1,358.54	10,278.57	856.6%
Entry Fees	3,258.00	3,480.00	-222.00	93.6%
Equipment				
Shirt Expense				
IP Jerseys	3,343.74	1,250.00	2,093.74	267.5%
Shirt Expense - Other	24,809.64			
Total Shirt Expense	28,153.38	1,250.00	26,903.38	2,252.3%
Sock Expense	1,034.63	6,500.00	-5,465.37	15.9%
Equipment - Other	1,602.00	1,400.00	202.00	114.4%
Total Equipment	30,790.01	9,150.00	21,640.01	336.5%
Ice costs				
December	36,626.52			
November	48,888.99			
October	49,401.22			
September	26,367.75			
Ice costs - Other	0.00	300,000.00	-300,000.00	0.0%
Total Ice costs	161,284.48	300,000.00	-138,715.52	53.8%
Insurance Expense	25,059.16	30,000.00	-4,940.84	83.5%
Internet Services & Website	0.00	1,500.00	-1,500.00	0.0%
Junior Sugar Kings Expense	7,500.00	2,500.00	5,000.00	300.0%
Misc Expense	6,394.77	300.00	6,094.77	2,131.6%
Office Rent Expense	0.00	1,417.50	-1,417.50	0.0%
Office Staff	12,850.00	25,000.00	-12,150.00	51.4%
Office Supplies	397.00	500.00	-103.00	79.4%
Playdown fees	0.00	1,000.00	-1,000.00	0.0%

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01/06/23

Accrual Basis

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

	Apr - Dec 22	Budget	\$ Over Budget	% of Budget
Referee Expense				
April	81.00			
December	7,202.00			
May	595.00			
November	7,324.00			
October	6,970.00			
September	1,992.00			
Referee Expense - Other	0.00	45,000.00	-45,000.00	0.0%
Total Referee Expense	24,164.00	45,000.00	-20,836.00	53.7%
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	18,893.96	44,000.00	-25,106.04	42.9%
Travel Expense	397.00			
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				
Misc Expenses	4,123.70			
Woolwich Cup Expenses - Other	0.00	10,000.00	-10,000.00	0.0%
Total Woolwich Cup Expenses	4,123.70	10,000.00	-5,876.30	41.2%
Woolwich Weekend				
Miscellaneous	9,685.20			
Referees	8,012.00			
Woolwich Weekend - Other	0.00	10,000.00	-10,000.00	0.0%
Total Woolwich Weekend	17,697.20	10,000.00	7,697.20	177.0%
Total Expense	355,517.46	554,728.36	-199,210.90	64.1%
Net Ordinary Income	215,155.76	58,445.68	156,710.08	368.1%
Net Income	215,155.76	58,445.68	156,710.08	368.1%

