



Board of Directors Meeting D4-13 February 14th – 16th, 2014 Minutes

Board Of Directors:
Present:
 Keith Kaiser – President
 Jo-Ann Wilson – VP Administration
 Byron Johnson – VP Communication
 Nick Sirenko – VP Finance
 Mike Chaudet – VP Technical
 Colin Deans – Central Director
 Kathy Noxon – Eastern Director
 Robert Crandall – Southern Director –
 Arrived at 11:00 a.m.
 Susan Weiskopf – Northeast Director
 Peter Westlaken – Western Director
 Kim Noxon – Athlete Rep
 Karen Walter – Sport Development

Absent:
 Northwest Director – VACANT

**Committee Chairs
Or Representatives:**

Lori Pasanen – Adult Development
 Rob Evans – Rules Development
 Kathy McCaw – Coaching Development
 Kelly Sitland – Membership Services
 Yvan Belanger – Games and Tournaments
 Karen Meek – Officiating Development
 Mary Kaiser – Elite Development

Guest Speaker Steve Indig - Sport Law and Strategy
 Group – Arrived at 1:30 p.m.

Professional Staff:
 Mike Beaton- Executive Director
 Jessica Sauv -Admin Coordinator

Agenda Items	Discussion	Action
1. Roll Call	Meeting began at 9:00 a.m.	
2. Adoption of Agenda	<p>MOTION D4-13-01 THAT: The Board of Directors approve the Agenda as amended.</p> <p>Moved by: Northeastern Seconded by: VP Admin Carried</p> <p>1. Three additions to the Correspondence section of the agenda:</p> <ul style="list-style-type: none"> • 5.1 Ottawa Tourism – 2017 Canadian Championships • 5.2 London OIAC – Request for Financial Support • 5.3 Ontario Sports Awards <p>2. VP Finance Report Wrap-up to be moved to the Board moved to 18.0</p> <p>3. Additions to Old Business</p> <ul style="list-style-type: none"> • 16.1 Waterloo Letter Part 1 • 16.2 Waterloo Letter Part 2 	
3. Adoption of the Minutes	<p>MOTION D4-13-02 THAT: The Board of Directors approve the Minutes from the November 30th – December 1st, 2013 BOD Meeting.</p> <p>Moved by: Eastern Seconded by: VP Tech Carried</p>	
4. Board Governance Review	<p>Steve Indig - Sport Law and Strategy Group</p> <ul style="list-style-type: none"> • The President suspended the D4-13 Board meeting for the Governance Review Presentation at 1:15 p.m. • Steve Indig presented to the Board how the new Not-For-Profit Act will affect the Ontario Ringette Association. • Mr. Indig has provided the ORA with a digital copy of the presentation for future reference. • Mr. Indig expressed concern around the number of member “classes” in the ORA organization structure and recommended streamlining the number of member classes to a lower more manageable number. • The Act is not likely being brought into Law till 2015 and 	<ul style="list-style-type: none"> • Steve Ingig joined the meeting at 1:15 p.m.



**Board of Directors Meeting D4-13
February 14th – 16th, 2014
Minutes**

Agenda Items	Discussion	Action
	<p>organizations will have three years to come into compliance.</p> <ul style="list-style-type: none"> At the request of the Board the Executive Director will provide Mr. Indig with the current ORA By-Laws to be rewritten in compliance with the new Not-For-Profit Act. Revised By-Laws including revised membership categories will be brought to the Board for review by April 28th, 2014 and will be brought to the 2014 AGM for approval. 	
<p>5. Correspondence</p>	<p>5.1 Ottawa Tourism</p> <ul style="list-style-type: none"> A letter has been received from Ottawa Tourism expressing interest in hosting the 2017 Canadian Ringette Championships. <p>5.2 London OIAC</p> <ul style="list-style-type: none"> London Ringette Association has requested financial support for the OICA Event based on lower than expected turnout and support. <p>MOTION D4-13-03 THAT: The ORA provide Sponsorship for the OIAC.</p> <p>Moved by: Western Seconded by: Northeastern Tabled to "New Business"</p> <p>5.3 Ontario Sports Awards</p> <ul style="list-style-type: none"> Jeff Francom was awarded Syl Apps Volunteer, Ontario Sports Award Mike Beaton will attend the Awards Ceremony as the ORA representative. 	<ul style="list-style-type: none"> The Executive Director will reply to the VP Tech, Chair of Elite for interest from the other Regions hosting the event. The Executive Director to reply regarding the 2017 Canadian Ringette Championship
<p>6. In Camera Session</p>	<p>There were no items to discuss in Camera at this time.</p> <ul style="list-style-type: none"> Executive Director gave a brief update on a current grievance filed with the ORA regarding fines related to G&T Sanction Violation. 	
<p>7. Regional Directors Reports</p>	<p>7.1 MOTION D4-13-04 THAT: The Regional Directors and Athlete Representative Reports be accepted as received.</p> <p>Moved by: Athlete Rep Seconded by: VP Communications Carried</p> <p>7.2 <u>Central</u></p> <ul style="list-style-type: none"> The Board was informed that the goal of the Central Region AAA Program revision is to have a more competitive program in Central region. <p>7.3 <u>Eastern</u></p> <ul style="list-style-type: none"> There were no comments on the Eastern Report. <p>7.4 <u>Southern</u></p> <ul style="list-style-type: none"> There were no comments on the Southern Report. <p>7.5 <u>Northeast</u></p> <ul style="list-style-type: none"> There were no comments on the Northeast Report. <p>7.6 <u>Western</u></p> <ul style="list-style-type: none"> There were no comments on the Western Report. <p>7.7 <u>Athlete Representative</u></p> <ul style="list-style-type: none"> The Athlete Rep. Provided a verbal report to the Board <ul style="list-style-type: none"> Planning for the Leadership camp is underway, updates are posted online. 	
<p>8. VP Finance</p>	<p>8.1 The VP Finance provided the Board with a verbal update</p> <ul style="list-style-type: none"> The VP Finance informed the Board that the Financial Report is as of the end of December. Any issues will be addressed further as the financial reports are submitted before the end of the fiscal year. 	<ul style="list-style-type: none"> VP Finance and Mike Beaton will prepare a report for expense (meals and travel)



**Board of Directors Meeting D4-13
February 14th – 16th, 2014
Minutes**

Agenda Items	Discussion	Action
	<ul style="list-style-type: none"> • There have been a few surprises but there is flexibility in the budget for some unforeseen expenses. • The financial report does not include actual numbers because not all the information has been received at the time of the report and it was felt that the written report was sufficient at this time of the year. <p>8.2 Travel expenses policy review.</p> <ul style="list-style-type: none"> • The VP Finance expressed concern with expense claims being submitted from members who have not had full attendance at meetings. • The VP Finance recommended that the Expense Claim policy be revised to reflect an attendance requirement for full compensation. • General feeling from the Board was that full attendance at meetings should be required for expense claims to be paid in full. • It was noted that when meetings are scheduled during events that there is some accommodation made for parents/officials/coaches that have games during meeting times. • VP Finance will draft a policy for expense claims revisions. 	<ul style="list-style-type: none"> • polices. • VP Finance to draft revised Expense Claim policy.
<p>9. VP Technical Adult Elite G&T Coaching</p>	<p>9.1 <u>VP Technical Report</u></p> <ul style="list-style-type: none"> • The VP Tech provided the Board with a verbal report. <p>9.2 <u>Adult Development</u></p> <p>MOTION D4-13-05 THAT: The Adult Development Report be accepted as received.</p> <p>Moved by: VP Technical Seconded by: Northeastern Carried</p> <p>MOTION D4-13-06 THAT: The Minutes from the December 9th, 2013 and January 6th 2014, Adult Development Conference calls be accepted as received.</p> <p>Moved by: VP Technical Seconded by: Western Carried</p> <p>9.3 <u>Elite Development</u></p> <p>MOTION D4-13-07 THAT: The Elite Development Report be accepted as received.</p> <p>Moved by: VP Technical Seconded by: Central Carried</p> <p>Discussion</p> <ul style="list-style-type: none"> • VP Finance asked for final quote for Jackets and how it is reflected in the Elite Development budget. <ul style="list-style-type: none"> ◦ VP Tech will provide requested budget information to VP Finance. • It was noted that the Team Ontario coaching staff have had some communication issues. • VP Finance raised concerns surrounding the budget and late expense claims for the Team Ontario Bench staff. <ul style="list-style-type: none"> ◦ The expense claims have been taken from the 2015 Reserve Fund. 	



**Board of Directors Meeting D4-13
February 14th – 16th, 2014
Minutes**

Agenda Items	Discussion	Action
	<p>MOTION D4-13-08 THAT: The Team Ontario report be accepted as received.</p> <p>Moved by: VP Technical Seconded by: Eastern Carried</p> <p>9.4 <u>Games and Tournaments</u></p> <p>MOTION D4-13-09 THAT: The Games and Tournaments Report be accepted as received.</p> <p>Moved by: VP Technical Seconded by: VP Communications Carried</p> <p>MOTION D4-13-10 THAT: The Minutes from the G&T December 5th Conference Call and the January 25-26 meetings be accepted as received.</p> <p>Moved by: VP Technical Seconded by: Northeast Carried</p> <p>Discussion</p> <ul style="list-style-type: none"> • The Board was reminded that any concerns surrounding accommodations need to be sent the ORA office immediately to be dealt with properly. • The Board was informed that the Unsanctioned Tournament in Hamilton was not run through the Hamilton Ringette Association. <ul style="list-style-type: none"> ◦ The minutes have been corrected. • The Board was reminded that only sanctioned events or those with approval from the Local Association are covered by ORA Insurance. • January 25th Correction <ul style="list-style-type: none"> ◦ The deadline for formatting the schedule for Provincials is September 1st not January 1st. <p>MOTION D4-13-11 THAT: The maximum number of guaranteed games at an invitational tournament will be four (4).</p> <p>Moved by: VP Technical Seconded by: Western Carried</p> <p>MOTION D4-13-12 THAT: London be named as the host for the 2015 AA Provincial Championships to be held from March 12-15, 2015.</p> <p>Moved by: VP Technical Seconded by: Western Carried</p> <p>Discussion Noted in the Minutes: This is the first weekend of March Break 2015.</p> <p>MOTION D4-13-13 THAT: Newmarket be named as host for the 2015 A Provincial Championship to be held from March 19-22, 2015.</p> <p>Moved by: VP Technical Seconded by: Northeast Carried</p> <p>Discussion Noted in the Minutes: This is the last weekend of March Break 2014.</p>	



**Board of Directors Meeting D4-13
February 14th – 16th, 2014
Minutes**

Agenda Items	Discussion	Action
	<p>MOTION D4-13-14 THAT: Oshawa be named as the host for the 2015 U12 Petite Provincial Event to be held from April 9-12, 2015.</p> <p>Moved by: VP Technical Seconded by: Central Carried</p> <p>MOTION D4-13-15 THAT: The 18+ Open A division will be considered for reseeding in accordance with the Mid-Season Reseeding Process that applies to all other divisions and levels of play beginning with the 2014/2015 season.</p> <p>Moved by: VP Technical Seconded by: Athlete Representative Carried</p> <p>MOTION D4-13-16 THAT: The winner of the 18+ Open A McCarthy tier at the A Provincial Championship will automatically be registered in the 18+ Open A Jacks Division for the subsequent season. This will be effective at the 2014 A Provincial Championships.</p> <p>Moved by: VP Technical Seconded by: Athlete Representative Carried</p> <p>9.5 <u>Coaching Development</u></p> <p>MOTION D4-13-17 THAT: The Coaching Report be accepted as received.</p> <p>Moved by: VP Technical Seconded by: Northeastern Carried</p>	
<p>10. VP Administration Officiating Membership Rules Sports</p>	<p>10.1 <u>VP Administration Report</u></p> <ul style="list-style-type: none"> • The Board asked for expanded discussion on the Northwest participation in a traveling Come-Try-Ringette program. <p>10.2 <u>Officiating</u></p> <p>MOTION D4-13-18 THAT: The Officiating Report be accepted as received.</p> <p>Moved by: VP Administration Seconded by: VP Technical Carried</p> <p>Discussion</p> <ul style="list-style-type: none"> • Latest update as of February 11th, 2014, 35 full time officials and 2 part time officials and no backups have been acquired for the "A" event. One more official is required for Easterns. There are three officials confirmed for the U12 event. <p>10.2.1 Status of plan to increase the number of qualified officials.</p> <ul style="list-style-type: none"> • Kathy Noxon asked the Board if there has been a plan developed that will increase the number of qualified officials. <ul style="list-style-type: none"> ○ Karen Meek feels that the Evaluation Program has opened up opportunities to send more officials to events. ○ Eastern Region 'mini-pod' program has been positively received. • The Board would like to know if the Pod Program is helping to increase the number of officials. <ul style="list-style-type: none"> ○ The following issues were raised by the Board: <ul style="list-style-type: none"> ▪ Some are finding that priority is being given to specific regions when there are other officials interested that are being turned away ▪ Some officials are finding that they are not 	<p>Noted that Rob Crandall joined the meeting at 11:00 a.m.</p>



**Board of Directors Meeting D4-13
February 14th – 16th, 2014
Minutes**

Agenda Items	Discussion	Action
	<p>being given opportunities to be evaluated.</p> <ul style="list-style-type: none"> ▪ When travel is involved it is hard for some to make the required number of games to be evaluated. ▪ Funding options for those who have to travel outside their region for evaluations should be addressed. <ul style="list-style-type: none"> ○ The Board asked for statistics on the number of officials receiving evaluations through the Pod-program vs. those receiving evaluations independently. ○ The Board requested a process that would ensure that all officials are evaluated regardless of if they ask for an evaluation or not. <ul style="list-style-type: none"> • Respect In Sport Online Course <ul style="list-style-type: none"> ○ Would the ORA benefit from making the Respect in Sport course mandatory for parents of players and for bench staff? <p>10.3 <u>Membership</u></p> <p>MOTION D4-13-19 THAT: The Membership Report be accepted as received.</p> <p>Moved by: VP Administration Seconded by: VP Communications Carried</p> <p>10.4 <u>Rules Development</u></p> <p>There were no updates from the Rules Development committee at this time.</p> <p>10.5 <u>Sport Development</u></p> <p>MOTION D4-13-20 THAT: The Sport Development Report to the Board be accepted as received.</p> <p>Moved by: VP Administration Seconded by: VP Technical Carried</p> <p>MOTION D4-13-21 THAT: The Sport Development January 18, 2014 Minutes accepted as received.</p> <p>Moved by: VP Administration Seconded by: Northeastern Carried</p> <p>MOTION D4-13-22 THAT: All U12 Provincial and Regional divisions at sanctioned events be co-ed beginning in the 2014-2015 playing season.</p> <p>Moved by: VP Administration Seconded by: Eastern Carried</p> <p>MOTION D4-13-23 THAT: The U12 Boys Implementation Plan be accepted as received.</p> <p>Moved by: VP Administration Seconded by: Athlete Representative Carried</p> <p>MOTION D4-13-24 THAT: The Pink Panthers and Queen’s University teams each be awarded \$500 from the University/Adult Outreach budget.</p>	



**Board of Directors Meeting D4-13
February 14th – 16th, 2014
Minutes**

Agenda Items	Discussion	Action
	<p>Moved by: VP Administration Seconded by: Southern Declined</p> <p>Discussion</p> <ul style="list-style-type: none"> • There was concern expressed regarding the voting procedures at the last Sport Development meeting. • It was noted by the VP Finance that the proper information was not provided in the application for this funding. • It was noted that there was no membership notice sent this year informing all of the Associations of this funding opportunity. • The Chair of Sport Development informed the Board that the teams provided the Sport Development Committee with all the information required in their policy and recommendations for improving the process next year have been made. • The VP Finance informed the Board that because the Motion is regarding an exception to the policy that a 2/3 majority will be required to pass the motion. <p>MOTION D4-13-25 THAT: The age division of U19 Belle be adjusted to reflect the natural end of minor to coincide with the end of high school and be changed to U18 from U19 beginning in the 2014-2015 playing season.</p> <p>Moved by: VP Administration Seconded by: VP Finance Tabled</p> <p>Discussion</p> <ul style="list-style-type: none"> • The Athlete Representative noted that the motion should be tabled back to the Sport Development Committee under the direction of the VP Administration to present consultation back to the Board with a 3-5 year plan. 	
<p>11. VP Communications</p>	<p>11.1 <u>VP Communication Report</u></p> <ul style="list-style-type: none"> • The VP Communications provided a verbal report including the following key points: <ul style="list-style-type: none"> ◦ A request for a dedicated link on the ORA website that directs visitors to ORA Policies ◦ If there are any specific policies Board members would like highlighted to contact the VP Communications. <p>11.2 <u>Social Media Policy</u></p> <p>MOTION D4-13-26 THAT: The Board accept the social media policy as received.</p> <p>Moved by: VP Communications Seconded by: VP Finance Carried</p> <p>Discussion</p> <ul style="list-style-type: none"> • The VP Communications informed the Board that the Social Media Policy has been reviewed by Jean Floyd, RCMP Media Relations 	<ul style="list-style-type: none"> • Have the Technical Director post the approved policy/reference to where it is on: <ul style="list-style-type: none"> - Newsflash - Facebook - Twitter - News flash
<p>12. VP Reports</p>	<p>MOTION D4-13-27 THAT: The Board accept the reports of the VP Administration, VP Technical and VP Communication as received.</p>	



**Board of Directors Meeting D4-13
February 14th – 16th, 2014
Minutes**

Agenda Items	Discussion	Action
	Moved by: Northeastern Seconded by: Western Carried	
13. Executive Committee	MOTION D4-13-28 THAT: The Board accept the Executive Committee minutes from the January 29 th , 2014 conference call. Moved by: VP Admin Seconded by: VP Technical Carried	
14. Presidents Report	MOTION D4-13-29 THAT: The Presidents Report be accepted as received. Moved by: Western Seconded by: VP Communications Carried	
15. Executive Director	MOTION D4-13-30 THAT: The Executive Directors Report be accepted as received. Moved by: VP Technical Seconded by: Eastern Carried Discussion <ul style="list-style-type: none"> • CSTT Gift Certificates <ul style="list-style-type: none"> ○ Raffle at AGM ○ Silent Auction ○ Offset some ORA costs for Provincial events 	<ul style="list-style-type: none"> • Send a membership notice that shipping rates have gone up to actual costs.
16. Old Business	16.1 Update on experience with CSTT <ul style="list-style-type: none"> • Board members expressed continued concerns with delayed communications with CSTT. 16.2 Waterloo Ringette Association <ul style="list-style-type: none"> • Waterloo Ringette Association sent a two part letter to the ORA office requesting <ul style="list-style-type: none"> ○ Part 1: Boys Playing Provincial Ringette in 2014-2015 ○ Part 2: Fines for Rule Violations. 	<ul style="list-style-type: none"> • Executive Director will forward each section to the appropriate Standing Committee Chair for discussion at the April Standing Committee meetings. • Executive Director to acknowledge and answer Waterloo Correspondence.
17. New Business	17.1 AGM Workshop Topics <ul style="list-style-type: none"> • Suggested AGM Topics <ul style="list-style-type: none"> ○ Expanded presentation from Steve Indig ○ How to Increase participation in sport and expand Sport Development. 17.2 The Ontario Parks and Recreation Application. <ul style="list-style-type: none"> • Canadian Sport for Life would like to partner with Ontario Parks and Recreation to increase physical literacy by working with local PSO`s • Participation would include paid expenses to various meetings. <ul style="list-style-type: none"> ○ Kathy Noxon and Rob Crandall will reach out to the local associations for interest. ○ Interested Associations need to complete an application. 17.3 Sponsorship for the OIAC <ul style="list-style-type: none"> • The Board decided to decline the OIAC`s request for funding. 17.4 Meals at Board meetings <ul style="list-style-type: none"> • The Board was provided meats (Breakfast and Lunch) at the February 	<ul style="list-style-type: none"> • Executive Director will follow-up with Southern and Eastern Regions on local participation. • President to respond to OAIC.



**Board of Directors Meeting D4-13
February 14th – 16th, 2014
Minutes**

Agenda Items	Discussion	Action
	<p>Board meeting. The members were asked for their feedback on the meals and if they would like to have them continued at future meetings.</p> <ul style="list-style-type: none"> • Meals were planned within the allotted per diem set out in the ORA Expense Claim policy (\$8.00 Breakfast, \$12.00 Lunch) • Feedback from the Board members: <ul style="list-style-type: none"> ○ Breakfast was lacking – pastries and yogurt is not sufficient enough breakfast for some ○ Lunch was well received, especially if it is turned into a working lunch ○ Make your own sandwich option was suggested to allow for dietary preferences. 	
<p>18. VP Finance Wrap-up</p>	<p>MOTION D4-13-31 THAT: The VP Finance report to the Board be accepted as received.</p> <p>Moved by: VP Communication Seconded by: Northeastern Carried</p> <p>Discussion</p> <ul style="list-style-type: none"> • VP Finance informed the Board that a financial report including actual financial calculations will be distributed to the Board when all the details are received. • Regional report – Advised that you check what you owe and pay promptly to avoid finance charges. 	
<p>19. Next Meeting</p>	<ul style="list-style-type: none"> • Sunday, April 27th, 2014 – Governance Review • May, 2nd – 4th, 2014 – Board Meeting • AGM – May 30th – June 1st, 2014 	
<p>20. Adjournment</p>	<p>MOTION D4-13-32 THAT: That the D4-13 ORA Board meeting be adjourned at 5:00 p.m.</p> <p>Moved by: Northeast Carried</p>	