



MINUTES OF THE BOARD OF DIRECTORS MEETING
OF THE ONTARIO RINGETTE ASSOCIATION INC.
HELD IN TORONTO ON NOVEMBER 26, 2016 COMMENCING AT 9:00 A.M.
HEREINAFTER CITED AS D3-16

ROLL CALL

	<u>PRESENT</u>		<u>ABSENT</u>	
President	John Voss		Athlete Director	Erienne Beuglet
Vice President Administration	Janet Logan			
Vice President Technical	Kelly Sitland			
Vice President Finance	Robert Crandall			
Past President	Kim Noxon			
Central Region Director	Mary Slavik			
Eastern Region Director	Mike Lester			
Northeast Region Director	Terry Ablett			
Northwest Region Director	Vacant			
Southern Region Director	John Batchelor			
Western Region Director	Brian Breckles			
Games and Tournaments	Kathy Noxon			
Staff:				
Executive Director	Mike Beaton			
Vice President Communications	Colin Deans arrived 12 noon			



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	MOTIONS	ACTION
1. ADOPTION OF AGENDA	1.1 Motion D3-16-01 THAT: the Board of Directors approve the Agenda (with changes and additions). 1.2 Add ORA rep at CRC 1.3 President not available Sunday, VP Admin will chair Moved: Western Seconded: VP Admin Carried	
2. ADOPTION OF THE PREVIOUS BOARD MEETING MINUTES	2.1 Motion D3-16-02 THAT: the minutes of the September 17-18 th 2016 Board of Directors Meeting is accepted. Moved: Northeast Seconded: Southern Carried	Post past BOD minutes with other meeting documents
3. CORRESPONDENCE	3.1 Bill Schwartz from Halenda's sponsorship agreement being finalized , to be reviewed by VP Finance & ED 3.2 Player from Western wearing tinted visor, following up as visor is no longer CSA	



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	<p>approved as visor is modified, trying to identify player plus any accommodations that must be made</p> <p>3.3 Player using recreational drugs, how to address further discipline issues – file a complaint</p> <p>3.4 Office position titled Office Manager, has been posted, some discussion on future role and if consideration was made regarding making this a contract position</p>	
<p>4. ATHLETE DIRECTOR AND REGIONAL DIRECTORS</p>	<p>4.1 Athlete Director –no report</p> <p>4.2 Western - recruitment strategy for officials/ some regions using a POD model/what scheduling software are people using, asked about ice/game scheduling software others may use</p> <p>4.3 Northeastern – information on merging associations, discussions around teams willing to go to tournaments, West Ferris had to cancel, do we cap teams?</p> <p>4.4 Southern</p> <p>4.5 Central- Ajax and Pickering work closely together- talking with OPG about sponsoring A Provincial and possibly expanding into provincials</p> <p>4.6 Eastern- play anywhere first 2 years has assisted with getting players into sport</p> <p>4.7 Motion D3-16-03 THAT: The Athlete Director and Regional Directors’ Reports are accepted.</p> <p>Moved: VP Admin Seconded: VP Technical Carried</p>	<p>Regional Directors to reach out to associations in their region that merged to ask what challenges, why, benefits</p> <p>Add to January Agenda -conference call with Regional Directors about tournament formats/selection of tournaments etc. Directors to speak with tournament coordinators/regional G&T/coaches -Western Region Director to facilitate</p>



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<p>5. EXECUTIVE COMMITTEE</p>	<p>5.1 Reports from the Executive Committee</p> <p>5.1.1 Vice President, Finance</p> <ul style="list-style-type: none"> - any ideas concerning projects/ideas/initiatives - having a surplus means that we are under performing <p>5.1.2 Vice President, Administration</p> <ul style="list-style-type: none"> -focussing on membership system at the moment - will be working on Inclusion Policy after November-January bloc <p>5.1.3 Vice President, Technical</p> <ul style="list-style-type: none"> - concerns with communications with Chairs, however Committee members are available - setting up cross committee groups to achieve goals - set up meeting with chairs in April, Friday night <p>5.1.4 Vice President, Communications</p> <p>5.1.5 Past President</p> <p>5.2 Motion D3-16-04 THAT: The Executive Committee Reports are accepted.</p> <p>Moved: VP Administration Seconded: Past President Carried</p>	<p style="text-align: center;">✓</p>
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AGENDA ITEMS		
6.Strategic Business	<p>6.1 Strategic Plan document and Sport Recognition Policy compliance – President and Executive Director Action items and accountabilities arising from the plan: -review plan for action item accountabilities/timelines – forward comments to President , -add columns for notes i.e. what is needed to make this work</p> <p>6.2 Motion D3-16-05 THAT: the Board adopt the Strategic Plan</p> <p>Moved: VP Finance Seconded: Western Carried</p> <p>6.3 ORA Communications and marketing plan , website – Vice President, Communication</p> <p>- website and marketing 2 separate plans - website will be available to go online in next couple of weeks</p> <p>-marketing – using draft RFQ as a template , plan for apps are end of December Full marketing plan- taglines/images etc --rollout at AGM</p>	<p>Publish SP on website</p> <p>Feedback on SP to President</p> <p>Action Item: asking steering committee(3) to make a recommendation to the BOD for vendor of choice, at January Meeting- with a presentation by recommended vendor at May BOD meeting</p>



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	<p>-6.4 World Ringette Championships: ORA can assist with getting attendance , price of tickets, black out other tournaments so players available to watch -Sport Hosting application with MTCS</p> <p>6.5 Concussion committee updates – Southern Region Director. - will review RC document and implement/adopt fit ORA needs - education and prevention package that’s mandatory at all levels - had 2 meetings with recommendations for May Board - make it easier to report all injuries</p> <p>6.6 Inclusion policy – LGBTQ athletes – VP Administration - target date to form committee in January - task will be education/acceptance will have to follow legal obligations - aiming to have a draft for May BOD meeting</p> <p>6.7 Organization redesign – task force to develop implementation plan and timeline -move to governance board model with staff more responsible for committee work</p>	<p>Working group to study structure and costs: President, VP Admin, Central and Northeast</p>
AGENDA ITEMS	MOTIONS	ACTION
7. IN CAMERA SESSION	<p>7.1 Motion D3-16-06 THAT: The Board move into an In Camera session to receive confidential reports.</p> <p>Moved: Western</p>	



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	<p>Seconded: VP Technical Carried</p> <p>7.2 Report on the In Camera Session</p> <p>We all agree that vendors should not publish/print team members, names.</p> <p>Discussion on Score2Stats how personal information published. -use waivers/consents? -add clause about sharing info without express writing consent - disclaimer on website about information is copyrighted.</p> <p>Adding waivers to Membership forms - (Terry has good wrap up ask for it)</p> <p>7.3 Motion D3-16-07 THAT: The Report on the “In Camera Session” is accepted.</p> <p>Moved: Central Seconded: Northeast Carried</p>	<p>Executive Director to request Score2Stats put info disclaimer on site</p> <p>Executive Director to request vendor take down photos with player names</p>
8. OPERATING BUSINESS	8.1 Financial report – VP Finance Budgets for Provincial events: team fees in conjunction with G&T- event is really ORA	



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	<p>event using the host facilities and we set the fees based on Core Costs- not an ideal situation – trying to work out ORA costs and Host costs that each are responsible for – maybe a stabilization fund within a range to not disadvantage a host - have to expand our host base throughout the province Looking at tournament stabilization fund and new method for determining fees</p> <p>8.2 Executive Director’s Report – Executive Director</p> <p>8.3 Membership Management System Update – President</p> <p>8.4 Motion D3-16-08 THAT : the Board of Directors strike a working group on Organization Design, with the following mandate:</p> <ol style="list-style-type: none">1. Consider and recommend how the roles/structure of the board may change with a switch to a governance/professional staff model2. Consider and recommend how the roles/structures of standing committees may change with a switch to a governance/ professional staff model.3. Identify the legal and documentation requirements associated with a change to a governance/professional staff model.4. Develop a position description for the next Executive Director and identify the skills, attributes and experience required in that role.	
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	<p>5. Make recommendations on how the ORA can most effectively carry out recruitment process for that role, and the timing for that process.</p> <p>The working group will prepare an interim report for the March Board meeting focusing on items 1-3 and a final report at the May Board meeting addressing all items.</p> <p>Moved: VP Finance Seconded: Southern Carried</p> <p>8.5 The working group will be chaired by the President and the members will be VP Admin/Vp Finance/Central/Northeast</p> <p>8.6 Office Relocation: President</p> <p>8.7 Motion D3-16-09 THAT the ORA Office be located at 305 Milner Avenue in Toronto pending reasonable outcomes of negotiation</p> <p>Moved: VP Finance Seconded: Southern Carried</p> <p>8.8 Membership Management System – updates - trying to receive enhancements any etc. specifics on needs -send out to Karla office needs /wishes – finances/reconciliation/privacy retention of</p>	
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	<p>records - beta test in the spring - training/orientation - go live with new system for next year</p> <p>8.10 Travel Grant and Hotel Accommodation – VP Finance Concerns were around termination of agreement</p> <p>8.11 Cloud service implementation – Vice President, Finance - QuickBooks Plus+ now online in the cloud -Office 365 will be purchased shortly - next step to move files to the cloud - then to address committee needs and reports</p>	
AGENDA ITEMS	ADMINISTRATIVE MOTIONS	ACTION
<p>9.PROGRAM COMMITTEES</p> <p>SPORT DEVELOPMENT, ELITE DEVELOPMENT, COACHING DEVELOPMENT, OFFICIATING DEVELOPMENT AND RULES DEVELOPMENT – VICE PRESIDENT,</p>	<p>9.1 Sport Development</p> <p>9.2 Elite Development</p> <p>9.3 Coaching Development</p> <p>9.4 Officiating Development</p> <p>9.5 Rules Development</p>	



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TECHNICAL KELLY SITLAND		
<p>10. GAMES AND TOURNAMENTS, MEMBERSHIP SERVICES AND ADULT DEVELOPMENT – VICE PRESIDENT, ADMINISTRATION JANET LOGAN</p>	<p>10.1 Games and Tournaments</p> <p>10.2 Motion D3-16-10: Waterloo Ringette is named as the host for the 2018 U12 Event to be held from March 1-4, 2018.</p> <p style="text-align: center;">Moved: Southern Seconded: VP Technical Carried</p> <p>10.3 Membership Services</p> <p>10.4 Adult Development Program</p>	
11. OLD BUSINESS		
12. NEW BUSINESS	<p>12.1 Need to communicate to the Committees what direction ORA is moving in and what role they will play in the new structure.</p> <p>12.2 President declared conflict of interest and ceded the chair to the VP Admin.</p> <p>12.3 Motion D3-16-11 the Board of Directors accepts the Quest for Gold Selection criteria.</p> <p style="text-align: center;">Moved: VP Technical</p>	



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	<p>Seconded: Past President Carried</p> <p>12.4 ORA representatives at Eastern Canadian Championships.</p> <p>12.5 Participation 150 vote for Ringette /put on the webpage.</p> <p>12.6 Regional Director’s meeting: Friday night’s before BOD meeting. Alternative was Saturday Am at 8:00am and again at noon.</p>	<p>Agenda Item: January Meeting Executive Director to discuss with Technical Director availability to attend</p> <p>Post on webpage</p> <p>Southern to coordinate</p>
13. ADJOURNMENT	<p>13.1 Motion: D3-16- 12 THAT: the meeting is adjourned.</p> <p>Moved: Past President Time: 6:20 AM.</p>	