



**Board of Directors
Minutes
D2-18**

Date: Saturday, September 8th, 2018

Location: Ringette Ontario Office Boardroom
305 Milner Avenue, Suite 303
Toronto, ON

Start Time: 9:08 AM

End Time: 4:45 PM

1. Roll Call:

President	John Voss
Vice President Technical	Heather McTavish Taylor
Vice President Communications	Justine Janssen (<i>via conference</i>)
Vice President Administration	Margareth Peressutti
Vice President Finance	Christine Thorndyke
Central Region Director	Colin Deans
Northeast Region Director	Terry Ablett
Northwest Region Director	Vacant
Southern Region Director	Nina Kavalinas
Western Region Director	Brian Breckles
Eastern Region Director	Mike Lester
Athlete Director	Freedom Warne

Invited Guests:

Executive Director	Pamela Julian
Technical Director	Karla Xavier
G & T Chair	Kathy Noxon
Marketing & Comm. Coordinator	Marian Agyei-Gyamera

2 Adoption of the Agenda

2.1 Motion D2-18-01 THAT: The Board of Directors approved the Agenda (with changes and additions).

- **New Business:**
 - Weighted vote

- Appeal/Complaint Policy
- Coaching

Moved: Western Region Director

Seconded: Central Region Director

Carried/Defeated

3 Adoption of the Previous Board Meeting Minutes

3.1 Motion D5-17-02 THAT: The minutes of the June 26th, 2018 Board of Directors Meeting are accepted.

Moved: VP Administration

Seconded: Western Region Director

Carried/Defeated

4 Correspondence

4.1 No correspondence

5 Regional Directors Reports

5.1 Western Region

- No discussion or issues arose on the report.

5.2 Northeastern Region

- No report submitted.

5.3 Southern Region

- No report submitted.

5.4 Central Region

- No discussion or issues arose on the report.

5.5 Eastern Region

- No discussion or issues arose on the report.

5.6 Athlete Director

- No report submitted.

5.7 Motion D2-18-03 THAT: Athlete and Regional Director's Reports are accepted.

Moved: Western Region

Seconded: Athlete Director

Carried/Defeated

6 Executive Committee Reports

6.1 Vice President, Finance

- Working on provincial budgets but still have some work to do on this

- Had discussion with the bank and would like to make some changes with the banking fees and process and moving away from manual checks

ACTION: To finalize the Provincial Budgets

ACTION: To present a report to the Board on the Banking fees and processes to move the RO away from cheques.

6.2 Vice President, Administration

- No questions or concerns on the report.

6.3 Vice President, Technical

- No questions or concerns on the report.

6.4 Vice President, Communications

- No questions or concerns on the report.

6.5 Motion D2-18-04 THAT: The Executive Committee Reports are accepted.

Moved: Western Region

Seconded: Athlete Director

Carried/Defeated

7 Strategic Initiatives

7.1 Formation of New Board Standing Committees:

- **Motion D2-18-05 THAT:** The Board establish the Audit & Risk Management Committee as a Standing Committee of the Board with Terms of Reference attached.

Moved: VP Administration

Seconded: VP Finance

Carried/Defeated

- **Motion D2-18-06 THAT:** The Board establish the Governance and Human Resources Committee as a Standing Committee of the Board with Terms of Reference attached.

Moved: VP Finance

Seconded: VP Administration

Carried/Defeated

- **Motion D2-18-07 THAT:** The VP Finance be appointed as Chair of the Audit and Risk Management Committee

Moved: VP Administration

Seconded: Western Region

Carried/Defeated

- **Motion D2-18-08 THAT:** The VP Administration be appointed as Chair of the Governance and Human Resources Committee

Moved: Western Region

Seconded: North Eastern Region

Carried/Defeated

- **Motion D2-18-09 THAT:** Nina Kavalinas, Southern Region Director, Heather McTavish, VP Technical be appointed to the Audit & Risk Management Committee
Moved: VP Administration
Seconded: Western Region
Carried/Defeated
- **Motion D2-18-10 THAT:** Colin Deans, Central Region Director, Justine Janssen, VP Communications, Freedom Warne, Athlete Director be appointed to the Governance & Human Resources Committee.
Moved: VP Administration
Seconded: North Eastern Region
Carried/Defeated
 - Look at creating a policy review committee once the Committee meets and decides parameters

7.2 Proposed Annual Marketing Plan:

- Proposed annual marketing plan and budget presented by Marian Agyei-Gyamera, Marketing & Communications Coordinator
- Discussion on goals and outcomes of the plan over the next three years

7.3 Strategic Planning Update:

- Justine Janssen, VP Communications presented a summary of where the Strategic Planning Task Force currently is in the planning cycle.
 - Task Force has been assembled and the TOR has been created.
 - Task Force members include Karen Fishwick, Heather McTavish Taylor, Freedom Warne, Terry Ablett, John Voss and Pam Julian
 - Working weekend with facilitator on October 13th on Mission, Vision and Values.**ACTION:** *Pam will send out an invitation to the board to attend the October 13th weekend at the Ringette Ontario offices.*

8 Operating Initiatives

8.1 Formation of Athlete Advisory Council

- Freedom Warne discussed the purpose and importance of the committee
- A draft Terms of Reference for the committee has been created – importance of having regional representation on the Committee
ACTION: *Freedom Warne to formalize the TOR for the Athlete Advisory Council to ensure that a structure properly reflects a regional diversity.*

8.2 Membership Management System

- **Motion D2-18-11 THAT:** Ringette Ontario finalize an agreement with RAMP to adopt their membership service as the Ringette Ontario membership system for the 2019-2020 season.
Moved: VP Administration
Seconded: Athlete Director
Carried/Defeated

- **Motion D2-18-12 THAT:** The Ringette Ontario Dues be raised from \$3.00 to \$4.25 starting in the 2019-2020 season to cover the cost of the Membership Registration System.

Moved: VP Technical

Seconded: Western Region

Carried/Defeated

8.3 Inclusion Policy Revision & Compliance

- **Motion D2-18-13 THAT:** The Ringette Ontario Inclusion Policy be adopted as revised on September 8, 2018.

Moved: VP Administration

Seconded: Athlete Director

Carried/Defeated

- Rationale on the revision was made in the spirit of gender neutrality and ensuring that we are incorporating fairness, etc.

ACTION: Pam Julian to ask Steve Indig to adjust the policy to include a timeline on for a registration period.

8.4 Concussion Policy Compliance

- Discussion surrounding how to ensure that members are aware of concussion protocol and how to educate and ensure compliance on the policy across the province

9 In-Camera Session

- 9.1 Motion D2-18-14 THAT:** The Board move into an In-Camera session to receive confidential reports

Moved: President

Seconded: VP Finance

Carried/Defeated

9.2 Report on the In-Camera session

- 9.3 Motion D2-18-15 THAT** To accept the May minutes as revised.

Moved: Western Region

Seconded: VP Finance

Carried/Defeated

- 9.4 Motion D2-18-16 THAT:** The report on the “In-Camera Session” is accepted.

Moved: President

Seconded: VP Administration

Carried/Defeated

10 Administrative Initiatives

10.1 Games and Tournaments:

- **MOTION D2-18-17 THAT:** If a suspension penalty is assessed against a player who participates on more than one (1) team, then the secondary position will never be more severely punished than the position held when the penalty was assessed. The suspended player must sit out the number of suspended games in the next regularly scheduled games with whichever team has regularly scheduled games first. After sitting the number of suspended games, the player may participate in all ringette activities. The player must also sit the number of suspended games with whichever team the penalty was assessed during their next regularly scheduled game(s), but may participate in ringette activities with this team as soon as the suspension has been served with any team. A player serving a suspension is ineligible to substitute for another team until they have properly served their suspension and are thus cleared to participate in all ringette activities. Example: a player on a AAA team receives a 4 minute fully served penalty in the last 2 minutes of the final game at a Challenge Cup. She has a regularly scheduled League game the following week with her club team. She must sit that one game and is then cleared to participate in all ringette activities for either team and may substitute for any team following the substitution rules. At the next Challenge Cup, she must sit the first game as the penalty must be served with the team where the suspension was assessed.

Moved: Western Region

Seconded: Eastern Region

Carried/Defeated

- ### 10.2 Discussion surrounding UCC rules and the Fair Ice Policy application and where their placement should be in the manual.

ACTION: The UCC rules will be put into a separate addendum document and sent to university coaches. It will also be posted on the website as a resource for athletes to view.

10.3 Membership Services:

- No meeting yet but the two main issues which have been touched on were the new Membership Service System and boundary challenge between the Regions and Associations.
- Boundary Task force to be created to work solely on this but a clear mandate needs to be drafted.

ACTION: Regional Directors to draft a clear mandate on what the task force will focus on and quantify the problem we are currently facing.

10.4 Adult Development

- One conference call last week and another coming up next week
- Main issue was adult staff having to do police checks
- Discussion surrounding the relevance of the police checks for adult coaching adult.

ACTION: Pam Julian to ask other PSO's what they do for their adult coaches/teams

11 Technical Initiatives

11.1 Technical Advisory Committee

- Had a productive meeting which had Douglas Duncan from Sport for Life attending. Discussed athlete development with regards to cross ice and developing “on ramps” for athletes at various stages in development
- Meaningful competition is the goal – the purpose is development of the individual, not just on physical and technical skills, but mental and team development which takes many forms

11.2 High Performance

- Going over survey results from the AAA athletes from last season
- Team Ontario year – Challenge Cup coming up in Pickering
- Got coaches qualified in time. Look at ways to get ahead of the qualification standards for the next time (4-year cycle)

11.3 Officiating

- There has not been a meeting yet, but sharing of change rooms will be put on the agenda

11.4 Sport Development

- Half ice program being piloted in Guelph for U7
- Fast & Female event planned in October for 100 players – Olympic athletes coming into Waterloo

11.5 Coaching

- Working on a webinar series with office for concussion protocol and inclusion policy
- Coaching has a number of concerns over the number of certification requirements which are required for coaches who coach 18+
 - Lack of relevancy of some PD courses – should have some courses which are more relevant for coaching at that stage
 - This is especially concerning with Regional and House League coaches and losing those at that level

ACTION: Look at developing a communication protocol for all Committees which has everyone on the same page and working in the same manner.

12 New Business

12.1 Weighted Vote:

- Concern was raised over not all regions having a weighted voting system (the same system a used by the RO at the AGM).
ACTION: Pam Julian to ask Steve Indig if all Regions must follow the same voting system in their by-laws.

12.2 Appeals/Complaint Policy:

- Appeal/Complaint has come through from AA Provincials regarding a conflict of interest with regards to a Fair Ice policy violation.
- The Fair Ice Policy should be reviewed and
ACTION: Complaint to be addressed. Pam Julian to review case documents in order to determine where the issues lie.

12.3 Coaching:

- Burden of coach certification
- This comes under Ringette Canada’s guidelines – we have been behind on their guidelines which is why we are pushing to get the coaches certified.
- How do we keep the base level coaches – if we make it too difficult to become a coach, we will lose coaches.
- Continuation of discussion under 11.5

13 Next Meeting

13.1 Board of Directors Meeting: Saturday, November 24th (via conference call/Zoom)

14 Adjournment

14.1 Motion D2-18-18 THAT The Meeting be adjourned.

Moved: VP Technical

Second: VP Administration

Carried/Defeated

Appendix A:

Action Items:

No	Action	Responsible	Complete/Ongoing
1	To Finalize Provincial Budgets	VP Finance/ Executive Director	
2	Present a report to the Board on Banking fees and processes to improve options with GIC	VP Finance	
3	Invitation to Board to attend Mission, Vision & Values workshop October 13 th	Executive Director	
4	Athlete Advisory Council TOR formalization and formation	Athlete Director	
5	Ask Steve Indig (RO Lawyer) to adjust Inclusion Policy to reflect timeline for registration period	Executive Director	
6	UCC Rules to be put in a separate addendum to rules and sent to University Coaches. Posted on the website as a resource	Technical Director	
7	To Draft a clear mandate on what the Boundary task force should be addressing (problem areas)	Regional Directors	
8	Ask other Ringette PSO's what the coaching requirements are for their 18+ coaches/teams	Executive Director	
9	Develop communication protocols for Committees which would have everyone on the same page	Executive Director, VP Technical & VP Administration	
10	Ask Steve Indig (RO lawyer) if all Regions must follow the same voting system in their by-laws and what that voting system should be structured as	Executive Director	

11	Mitchell Complaint to be reviewed and addressed	Executive Director	
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