



RINGETTE ONTARIO
 912-305 Milner Avenue
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Minutes

Board of Directors Meeting

Saturday, November 24th, 2018
 Via Zoom Video Conference

9:00am – 12:00pm

(HEREINAFTER CITED AS D3-18)

1. Roll Call

President	John Voss
VP Technical	Heather McTavish Taylor
VP Administration	Margareth Peressutti
VP Finance	Christine Thorndyke
Central Region Director	Colin Deans
Northwest Region Director	Vacant
Western Region Director	Brian Breckles
Eastern Region Director	Mike Lester
Southern Region Director	Nina Kavalinas

Regrets:

VP Communications	Justine Janssen
Athlete Director	Freedom Warne
Northeast Region Director	Terry Ablett

Invited Guests:

Executive Director	Pamela Julian
Technical Director	Karla Xavier
Membership Chair	Fred Black

2. Additions and adoption of the Agenda:

2.1. Motion D1-18-01 THAT: The Board of Directors approved the Agenda with changes and additions.

Moved: Western Region Director
 Seconded: VP Technical
 Carried/Defeated

3. Adoption of the Minutes from September 8th, 2018 Board of Directors Meeting

3.1. **Motion D3-18-02 THAT:** The Minutes of the September 8th, 2018 Board of Directors Meeting are accepted.

Moved: Western Region Director

Seconded: Central Region Director

Carried/Defeated

4. Correspondence

4.1. No Correspondence

5. Reports from the Athlete Representative and Regional Directors

5.1. Athlete Director *Freedom Warne (regrets)*

- No Report Submitted
- No volunteers have stepped up to be on the committee
- Request to Regional directors to tap on some shoulders

ACTION: Regional Directors to ask potential candidates in their region and provide names to Freedom.

5.2. Western Brian Breckles

- No discussion or issues arose from the report

5.3. Northeastern *Terry Ablett (regrets)*

- No Report Submitted

5.4. Southern Nina Kavalinas

- No Report Submitted

5.5. Central Colin Deans

- No discussion or issues arose from the report

5.6. Eastern Mike Lester

- No discussion or issues arose from the report

5.7. **Boundary Working Group:** Colin Deans

- Working to get representatives for the boundary discussion – still early days
- How pertinent to get representation from associations who are on the boundary line right now?
 - Definitely makes sense to include those Associations who are the most affected
- Someone from Membership services
- Challenge is the bigger the committee the harder it is to have a discussion
- Goal is to create a recommendation to come back to the board – does it make sense to still keep the 6 regions?
- Look at what other sports do within the province for boundaries and regional assignments
- Committee should be addressing this as a Membership issue (bottom up) as the top down solution will take 2-3 years but the bottom up might be where we want to start or tackle the issue

- Where do we want to be eventually as to where we want to be now? Are we taking a step down the right path instead of a short term fix
- Moving associations, relaxing boundaries, eliminating boundaries are all options.
- What is the ultimate goal.

5.7 Motion D3-18-03 THAT: The Regional Reports as submitted are accepted.

Moved: VP Admin

Seconded: VP Technical

Carried/Defeated

6. Reports from the Executive Committee:

6.1. Vice President, Finance Christine Thorndyke

6.2. Vice President, Administration Margareth Peressutti

6.3. Vice President, Technical Heather McTavish Taylor

6.4. Vice President, Communications Justine Janssen

6.5 Motion D3-18-04 THAT: The Executive Committee Reports are accepted.

Moved: Central Region Director

Seconded: VP Technical

Carried/Defeated

7. Strategic Initiatives:

7.1. Strategic Planning Update: *Justine Janssen (regrets)*

- Justine submitted an update on the process and where we are and where we are going next
- John asked for everyone's thoughts and questions and concerns on the process
- Pam shared that we are a bit behind on where we should be
- Looking for a writing group at this point
- Need the plan to be grounded – connect to action and deliverables
- As we define the wording that the plan is clear and it needs to be an aligning document and bring everyone together on a specific goal
- Heather has volunteered as has John to be part of the writing group
- Will have one in the Spring and published by the AGM – set of matching operating plans
- Communicate formerly to the membership an update of where we are and the themes that we are focusing on

8. Operating Initiatives:

8.1. Governance & HR Committee: Margareth Peressutti

- Key Items we wish to accomplish:
 - Spoke on 5 different areas that we want to address
 - (1) Board skills matrix – draft for January board meeting
 - (2) By-Law Changes – Update to reflect new governance structure
 - (3) Committee Restructuring
 - (4) Performance management
 - (5) Employee handbook and policies – volunteer policies and on-boarding
- Asked for concerns and feedback on timeline and initiatives from rest of the board

8.2. Risk & Audit Committee: Christine Thorndyke/John Voss

- From the financial perspective there are some easy things that we can tidy up from the financial process side and Christine is working on getting those done
- Risk Management side there are a number of issues we need to address:
 - Policies are comprehensive and applied down to the local association level to ensure compliance on key policies
 - Two parallel strategies: Concussion Management & Safe Sport
 - Have we covered everything and are they being followed?
 - How do we ensure that everyone is aware and following the policies from all members including athletes?
- Create a Risk Registry:
 - Create a Risk Registry working group made up of individuals who have experience in this regard from the Associations
 - Identify risks as well as the best way to train and implement policies and procedures
 - Risk Assessment in each region of the key issues in their region and then we can address them from there
 - Can circulate a survey – develop a criteria and have Associations risk rate each one

8.3. Executive Director Update: Pam Julian

- Summary of ED report and expand on each point
- John asked the Board to provide a list of what is most important from the board's perspective
 - Increased funding/sponsorship side
 - MMS project
 - Communications and Marketing – Coherent strategy and what's the message?
 - Broader theme – attitudes we are trying to change and create
 - How does the social media interact with Come try Ringette – how does it feed into how we are going to grow the membership
 - Do we have all the pieces in place to grow the membership?
 - Challenge is the transition from fire-fighting to planning fire prevention
 - Comprehensive plan in place
 - Need to have plans laid out the year before – need to have everything in place to roll out for next year
 - Make sure that we aren't missing anything that we can be framing for implementation for next year
 - New Growth – New association growth – 1–2 year start up before we can get any association started up – new association kit/handbook
 - Help Associations who are struggling as well
 - Marketing & Operations plans to help build and grow.
 - What are the channels? Advertising? Promotion? Individual strategies?
 - Need a detailed plan so that we know who is going to do what? What's the material we are going to deliver in each market? Who is going to do what?
 - Look at what is the root of the problem for each of these struggling Associations
 - Competition structure – Heather, Pam and Karla will have a discussion on how this will look like

9. Administrative Initiatives: Margareth Peressutti

9.1. Games and Tournaments

- Proceeds to Intents are being posted on the Google drive
- We are at about 60% but still have one more week to go.

9.2. Membership Services – Fred Black

- Keep tripping over the overlap between membership and adult
- Adding of late players is one example of this overlap
- The division of responsibility makes sense but the overlap causes issues

9.3. Adult Development

- Inconsistencies in the manual which need to be cleaned up between decisions making between G&T and Adult
- Definitions are not consistent between committees and manuals
- Still no adult coordinator for the West
- Markham is hosting the OAAC which is on the sanctioned list

9.4. Manuals need to be aligned and rewritten – should be reconciled through the office through consultation in the overlaps. Then adjusting for the areas of difference

10. Technical Initiatives: Heather McTavish Taylor

- 10.1.** Technical Advisory Committee report and ideas touched on within this meeting
- Lots of ideas and theories but how do we make it happen in the short term and the long term?
 - Mindset shift across the organization and Associations not just coming from the office
 - Have had a great start in changing the face of the organization but we need to start looking at the backend of things:
 - Coaching Development – More holistic development of coaches
 - High Performance – Transitioning away from “Elite” and encouraging each athlete to aim for their own high performance. How can we do this? What does it look like?
 - Competition Review: Beginning stages – how do we provide meaningful competition throughout the year? What is Ringette Canada saying through the Competition Review? Promotion of development as opposed to focus on ranking games.
 - Create a model which represents and supports our objectives but is realistic in application
 - Clear development phase and a clear competitive phase
 - Time line? We are starting to plant the seeds now, but it will take some time, not sure that we can impact next season in totality. But we can stagger through the divisions.
 - Mandate/strongly encourage each region to have development players
 - Encourage and recruit women coaches
 - Identify who can be a coach on the Canada Winter Games bench for entrance into the a 4-year development path
 - More than likely a 2-year cycle for full adoption and implementation

11. In Camera Session

11.1. No In-camera Reports

12. New Business

12.1. Pam to check with other provinces on U19 (look at Mike's report)

13. Next Meeting13.1. The Board of Directors Meeting: Saturday, January 26th, 2019**14. Adjournment**14.1. **Motion D3-18-07 THAT:** The Meeting be adjourned.**Moved:** VP Administration**Seconded:** VP Technical**Carried/Defeated****Appendix A:****Action Items:**

No	Action	Responsible	Complete/Ongoing
1	To Finalize Provincial Budgets	VP Finance/ Executive Director	Complete
2	Present a report to the Board on Banking fees and processes to improve options with GIC	VP Finance	Ongoing
3	Invitation to Board to attend Mission, Vision & Values workshop October 13 th	Executive Director	Complete
4	Athlete Advisory Council TOR formalization and formation	Athlete Director	Ongoing
5	Ask Steve Indig (RO Lawyer) to adjust Inclusion Policy to reflect timeline for registration period	Executive Director	Ongoing
6	University 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	Ongoing

8	Ask other Ringette PSO's what the coaching requirements are for their 18+ coaches/teams	Executive Director	Ongoing (still collecting)
9	Develop communication protocols for Committees which would have everyone on the same page	Executive Director, VP Technical & VP Administration	Ongoing
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	Complete
11	Mitchell Complaint to be reviewed and addressed	Executive Director	Complete
12	Regional Directors to ask potential candidates in their region and provide names to Freedom.	Regional Directors	Ongoing
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