

To Do List 2011-2012 (June 2011)

RESPONSIBILITY	ACTION	WHEN
ED	Admin Coordinator // update standing committee chart on website Region Directors to inform of changes to coordinators as they occur, to keep contact list current	ongoing
ED	Admin // initiate process whereby ORA special events or ORA team information can be posted to the website, i.e. AAA scores, links to OWG scores, etc.	ongoing
ED	Staff // update the Operating Manual - to be divided into Policy Manual, Procedures manual, committee guidelines and other manuals	ongoing
ED	Brock University research - what information are we getting back - reports, presentation, etc.	ongoing
ED	Tech Director // letter from Maria Chiera- Lyle RN concerning SCAT2, review concussion information currently available on ORA website and update if required	ongoing
Board	SWOT Analysis	Sept
ED	ORA Partnership with Ringette Canada for producing Skills and Drills Videos and supporting materials- Ellorie Hanson to prepare proposal explaining how this would work and the required funding** to be ready to present to membership in June	Ongoing June
ED & VP Tech	TD, G&T // determine if a central tournament application process is possible // if yes, develop it	ongoing Aug SCM
ED/VP Comm	Admin // send an email to university players on their options, information and rules	ongoing
ED/VP Finance	Review Finance Committee procedures	ongoing
VP Finance	Finance Committee - review reserve funds; distribution of surplus; new funding reserves	Sept
ED/VP Finance	Revisit sections and recommend possible changes to constitution (and by-laws) based on the earlier report	ongoing
ED/Athlete Rep	Leadership Camp-ED to contact government re. sport specific funding; work with Athlete Rep on any documentation necessary for funding through grants	ongoing
Region Directors	Voting at AGM- Regional Directors to revisit changes to current system and have proposal for September Board of Directors meeting	Ongoing Sept
Region Directors	Coordinate reimbursements for eligible coaches through Coaching Association of Ontario funding	ongoing
VPs /Board	Sport/Officiating/G&T // review the 12 yr cycle (template) for scheduling major events; office to send out with historic dates	ongoing Aug
President	Review of Appeals, Discipline, Complaints processes	ongoing
President	Review of Screening policy	ongoing

RESPONSIBILITY	ACTION	WHEN
VP Admin/Tech	Membership/Elite // establish U19AA commitment date and release procedure (suggest Sept 30) ask Tech Director to contact Ringette Canada to see what is feasible	ongoing Aug
VP Comm	Sport // produce progressive discipline recommendations as Phase II of the Fair Play Policy- Phase I to be implemented before Phase II recommendations can be made	2011-2012
VP Comm	Sport // investigate Excellence Ringette // consider formats, clinics, skill matrices for implementation in Ontario	2010-2011
VP Comm	50th Planning Group- create budget, meeting schedule, committee member selection	Aug
VP Tech	G&T, Staff // update the G&T Provincial Host Guide (seek information from VP Finance on budget)	ongoing Aug
VP Tech/Comm	G&T and Sport/Coaching (Program Development) // direction to review the LTAD working group's recommendations // action plan with implementation dates keeping in mind that RC will give financial rewards to initiative	ongoing
VP Comm	Jackie Lajeunesse Scholarship- AdHoc Committee to be struck to review current process and documentation, suggest changes	Ongoing Nov
VP Comm	Sport, TD // Team Activity Log- post to ORA website, provide instructional materials on purpose and process for using this tool	Ongoing Aug
VP Comm	Sport// University Ringette start-up package, recommendations on funding	Ongoing Sept
VP Admin	Officiating // direction to produce guidelines on Etiquette in the dressing rooms for distribution to (officiating) membership	ongoing
VP Admin	Officiating // approach Alex Hanes about making a video "Officiating for Dummies" // the cost and what is involved	ongoing
VP Admin	Officiating // direction to write "abuse" on the game sheet when it occurs; Regional Chairs to follow through with their officiating coordinators	ongoing
VP Admin	Officiating // consider a bench penalty or some type of consequence for abusive fans	ongoing
VP Comm	Coaching, TD // follow up with all CI-2 qualified coaches who are interested in taking CD courses	ongoing
VP Admin/Tech /Comm	Standing Committees Guidelines- templates for agendas, minutes, motions(coaching committee is preparing form), standardized motion numbering, budget formats (VP Finance to assist)	ongoing
NW Director	Coaching & Officiating // clinics for coaching and officiating for NW to be run by Manitoba Ringette and costed back to ORA // proposed schedule and resourcing	2010-2011
NW Director	Produce a plan for NW for the season // include # of officials, opportunities in and out of region (province), need for officials and recruiting, Come Try Ringette, etc.	2010-2011