



MINUTES OF THE BOARD OF DIRECTORS MEETING  
 OF THE ONTARIO RINGETTE ASSOCIATION INC.  
 HELD IN TORONTO ON SEPTEMBER 16, 2017 COMMENCING AT 9:00 A.M.  
 HEREINAFTER CITED AS D2-17

<b>1. ROLL CALL</b>				
	<u>PRESENT</u>		<u>ABSENT</u>	
	President Vice President Technical Vice President Finance Vice President Communications Central Region Director Eastern Region Director Northeast Region Director Northwest Region Director Southern Region Director Western Region Director	John Voss Kelly Sitland Robert Crandall Heather McTavish-Taylor Colin Deans Mike Lester Terry Ablett Vacant Jim File Brian Breckles	Vice President Administration	Janet Logan
	Invited Guests: Games and Tournaments Adult Development Membership Services Executive Director Technical Director Office Manager Athlete Director Nominee	Kathy Noxon Nanci Laroche Fred Black Mike Beaton Karla Xavier Bill Dressing (recorder) Karlee Sutton		

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AGENDA ITEMS	MOTIONS	ACTION
<p><b>2. ADOPTION OF AGENDA</b></p>	<p><b>2.1 Motion D2-17-01 THAT:</b> the Board of Directors approve the Agenda (with changes and additions).</p> <p><b>Moved: VP Finance</b> <b>Seconded: Western Region</b> <b>Carried</b></p>	
<p><b>3 ADOPTION OF THE PREVIOUS BOARD MEETING MINUTES</b></p>	<p><b>3.1 Motion D2-17-02 THAT:</b> the minutes of the June 11, 2017 Board of Directors Meeting is accepted.</p> <p><b>Moved: Western Region</b> <b>Seconded: VP Communication</b> <b>Carried</b></p>	
<p><b>4 APPOINTMENT OF ATHLETE DIRECTOR</b></p>	<p><b>4.1 MOTION D2-17-03 THAT:</b> Karlee Sutton be appointed as Athlete Director. Her term concludes at the next Annual General Meeting.</p> <p><b>Moved: Western Region</b> <b>Seconded: VP Communication</b> <b>Carried</b></p>	
<p><b>5</b></p>	<p><b>5.1</b></p>	

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<b>6</b> <b>CORRESPONDENCE</b>	<p><b>6.1</b>    Come Try Ringette participants (non-members) being insured is new and needs to be confirmed by BFL (insurance broker).</p> <p><b>6.2</b>    Special Olympics expressed interest in working with the ORA in a variety of ways.</p> <p><b>6.3</b>    Player equipment modification for a cochlear implant has been requested by a participant. ORA to request details of the modifications from the participant. Once supplied, BFL will then consider any additional risk and determine insurability.</p> <p><b>6.4</b>    Received notice the report of the Rowan's Law Advisory Committee has been tabled in the legislature. This report provides good guidance in the development of the ORA Concussion Policy</p> <p><b>6.5</b>    A thank you note from Christiana Williams for outreach support for Officiating.</p> <p><b>6.6</b>    A thank you note from Laurie Beaton for condolences and donations made on the passing of her mother.</p>	
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<p><b>6 REGIONAL DIRECTORS REPORTS</b></p>	<p><b>6.1</b> Western  <b>6.1.1</b> Ontario University Association needs to have 8 Athletic Directors and 8 teams to be able to approve a new sport.</p> <p><b>6.2</b> Northeastern  <b>6.3</b> Southern  <b>6.4</b> Central  <b>6.5</b> Eastern  <b>6.5.1</b> Training and development requirements for coaching minor ringette are not consistent with the role of an Adult coach</p> <p><b>6.6</b> Athlete Director</p> <p><b>6.7</b> <b>Motion D2-17-04 THAT:</b> Regional Directors' Reports are accepted.</p> <p><b>Moved: Western Region</b>  <b>Seconded: Southern Region</b>  <b>Carried</b></p>	<p>Incorporate introducing Ringette to the OUA into the Strategic Plan.</p> <p>Adult Coaching requirements are to be considered as a Strategic Item.</p>
<p><b>7 EXECUTIVE COMMITTEE REPORTS</b></p>	<p><b>7.1</b> VP Finance reports new projects should be deferred to next year as the budget is approaching the top end of the comfort zone.</p> <p><b>7.2</b> <b>MOTION D2-17-05 THAT:</b> the Executive Committee Reports are accepted.</p> <p><b>Moved: Central Region</b>  <b>Seconded: VP Technical</b>  <b>Carried</b></p>	

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<b>8 STRATEGIC INITIATIVES</b>	<p><b>8.1</b> Board Orientation – Duties and Responsibilities of Directors The President and Executive Director reviewed the duties and responsibilities of being a Member of the Board.</p> <p><b>8.2</b> Current Year Priorities and Process for Updating the 3-year Strategic Plan The Strategic Plan will be the focus for the November Board meeting.</p> <p><b>8.6</b> Executive Director Search Arcus Consulting Group presented their approach to executive recruitment and leadership transition.</p> <p><b>MOTION D2-17-06 THAT:</b> ORA select Arcus Consultant Group as the Consultant for the Executive Director search.</p> <p><b>Moved: Central Region</b> <b>Seconded: VP Communications</b> <b>Carried</b></p> <p><b>8.3</b> The Marketing Plan An eight person team, with varying backgrounds, has been assembled to</p>	<p>Consider the existing Strategic Plan for the next meeting.</p> <p>President to provide the Excel version of last year’s survey.</p>
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	<p>reach the growth goal of 3% per year for 5 years.</p> <p>Strategy is to increase awareness of Ringette and provide grassroots support for local associations.</p> <p>Awareness will focus on attracting entry level players and retaining current players (CTR):</p> <ul style="list-style-type: none"> <li>• Targeting Moms with 6 – 9 year old girls</li> <li>• Showcase current players and teams</li> <li>• Creating happy feelings to keep players returning</li> </ul> <p>Awareness will be achieved by:</p> <ul style="list-style-type: none"> <li>• WRC Sponsorship</li> <li>• Emphasizing the appeal to girls/women</li> <li>• Website upgrades <ul style="list-style-type: none"> <li>– “Sizzle reel” video</li> <li>– FAQ section</li> <li>– Fresh content, emphasis on video, to get first page search results</li> </ul> </li> <li>• Social Media Presence <ul style="list-style-type: none"> <li>– Volunteer Media Manager</li> <li>– A consistent look and feel across platforms</li> </ul> </li> </ul> <p>Grass Roots support will be provided:</p> <ul style="list-style-type: none"> <li>• Media kits and bios for Ontario players at WRC</li> <li>• Direct links to association websites from the ORA site</li> <li>• ORA material and logo’ed items in support of local programs</li> </ul> <p><b>MOTION D2-17-07 THAT:</b> \$30,000 from the promotion fund be unlocked and spent with the Marketing plan developed by the VP Communications as presented to the Board on September 16.</p>	<p>Finalized mid September</p> <p>October through March Completed by November 1</p> <p>Starts October, ongoing</p> <p>Available by Oct 15</p> <p>Staff to communicate items &amp; availability</p>
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	<p><b>Moved: VP Communications</b> <b>Seconded: VP Finance</b> <b>Carried</b></p> <p><b>MOTION D2-17-08 THAT:</b> the ORA sponsor the World Ringette Championship for \$15,000.</p> <p><b>Moved: VP Communications</b> <b>Seconded: VP Finance</b> <b>Carried</b></p> <p>VP Communications left the meeting.</p> <p><b>8.7</b> Governance/Nomination Committee Mandate Members to consider the mandate for and who would comprise the Governance/Nomination Committee</p>	<p>Discussion at November meeting. Approval at January meeting</p>
<p><b>10 OPERATING INITIATIVES</b></p>	<p><b>10.3</b> Membership Management System Procurement Recommendation Goal Line is the solution presenting the best potential at this time. While Goal Line meets the basic needs of an MMS well, it handles the more complicated needs/desirables poorly. Goal Line is willing to customize their solution to meet the needs it currently falls short on.</p> <p><b>MOTION D2-17-09 THAT:</b> ORA continue investigating Goal Line for a 60-day in-depth review of capabilities.</p> <p><b>Moved: VP Finance</b></p>	

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	<b>Seconded: Southern Region</b> <b>Carried</b>	
<b>8 STRATEGIC INITIATIVES</b>	<p><b>8.5</b> Concussion Policy Policy must be followed at all age groups. To help ensure concussions are reported, and reported properly, the following suggestions were made:</p> <ul style="list-style-type: none"> <li>• A concussion policy line item be added to the Coaches Conduct Form and have coaches resign the form</li> <li>• Website be updated to include the Policy</li> <li>• Web links to the required report form</li> <li>• A one page document covering the key aspects of Concussion Policy for use by the Coaching Coordinators</li> </ul> <p><b>8.4</b> Inclusion Policy Discussion at Ringette Canada will provide more information. Some people are looking for more “teeth” to prevent abuse of the policy. Review of The Ontario Federation of School Athletic Association’s (OFSSA) policy as a comparable Association’s approach could be considered.</p>	
<b>9 IN CAMERA SESSION</b>	An in-camera session was not required.	
<b>10 OPERATING INITIATIVES</b>	<p><b>10.1</b> Financial Update Financially, the ORA is in good shape. Registration numbers to compare with last year’s numbers would help identify year over year trends.</p> <p>\$1,000 is available to Regional Directors to help establish a new association or help revitalize a “near death” Association.</p> <p><b>10.2</b> Funding Model for Provincial Events Nothing to report.</p>	



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<p><b>11 ADMINISTRATIVE INITIATIVES</b></p>	<p><b>11.1</b> Elite Development, Officiating Development, Sports Development and Coaching Development – Kelly Sitland Vice President, Technical</p> <p><b><u>COACHING DEVELOPMENT MOTIONS</u></b> Regional Directors need to get Coaches to complete Comp Dev courses before December 31, 2017 to qualify to coach at Nationals.</p> <p><b>11.1.1 MOTION D2-17-10 THAT:</b> Making Head Way Concussion eLearning Module is mandatory for all Head Coaches, Assistant Coaches, Coaches in Training and Trainers. Deadline to complete this requirement is January 31, 2018. It is highly recommended that all managers complete this module as well.</p> <p>For 18+ and 35+ BB, B, CC, C and Dev level teams, the designated qualified bench staff member is required to complete a Making Head Way module</p> <p><b>Moved: VP Technical</b> <b>Seconded: Southern Region</b> <b>Carried</b></p> <p><b>11.1.2 MOTION D2-17-11 THAT:</b> the fee paid to LF for CI course be increased to \$200.00 per day.</p> <p><b>Moved: VP Technical</b> <b>Seconded: Western Region</b> <b>Carried</b></p>	
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	<p><b><u>ELITE DEVELOPMENT</u></b></p> <p><b>11.1.3 MOTION D2-17-12 THAT:</b> all members of the junior and senior Team Canada roster for 2017 who reside in Ontario and apply to the ORA for sponsorship be granted \$500 each. Applications are to be received in writing by December 31<sup>st</sup>, 2017.</p> <p><b>Moved: VP Finance</b> <b>Seconded: Southern Region</b> <b>Carried</b></p> <p><b>11.1.4 MOTION D2-17-13 THAT:</b> \$3,000.00 be set aside to fund the participation of junior and senior Team Canada players for the 2017/2018 and 2018/2019 seasons in elite player development clinics, focused in the Northeast and Central Regions, on terms to be arranged by the Elite Committee.</p> <p>The President declared a Conflict of Interest and did not participate in the discussion or vote.</p> <p><b>Moved: VP Technical</b> <b>Seconded: Southern Region</b> <b>Carried</b></p>	
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	<p><b>11.1.5 MOTION D2-17-14 THAT:</b> the ORA make available up to \$4,000.00 for a nutrition program for the Team Ontario and the regional AAA teams. This follows the ESN program that the Elite Committee has learned of and is interested in implementing.</p> <p><b>Moved: VP Technical</b> <b>Seconded: Western Region</b> <b>Defeated</b></p> <p><u>OFFICIATING DEVELOPMENT</u></p> <p><b>11.1.6 MOTION D2-17-15 THAT:</b> a sixth official be sent to each of the Challenge Cups for development purposes at a total cost not to exceed \$2,000.00</p> <p><b>Moved: VP Technical</b> <b>Seconded: VP Finance</b> <b>Carried</b></p> <p><b>11.1.7 MOTION D2-17-16 THAT:</b> a development day be held for level 3 officials at the Dec. 8-10, 2017 Challenge Cup with accommodation and expenses to be capped at \$5,000.00 for the event.</p> <p><b>Moved: VP Technical</b> <b>Seconded: Western Region</b> <b>Carried</b></p>	
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	<p><b>11.1.8 MOTION D2-17-17 THAT:</b> \$3,000.00 be added to the POD Program Administration budget for the purpose of paying mileage to increase the participation rate of our POD referees.</p> <p><b>Moved: VP Technical</b> <b>Seconded: VP Finance</b> <b>Carried</b></p> <p><b>11.1.9 MOTION D2-17-18 THAT:</b> \$3,750 be added to the POD Program Administration budget for the purpose of bringing Level 2 regional officials to the Provincial events.</p> <p><b>Moved: VP Technical</b> <b>Seconded: Central Region</b> <b>Carried</b></p>	
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	<p><b><u>SPORT DEVELOPMENT</u></b></p> <p><b>11.1.10 MOTION D2-17-19 THAT:</b> the following section be added to the Fair Ice Policy:</p> <p>Fair Ice Policy 7.2.2. Contract for An Additional/Substitution Goalie at a Provincial Event U14, U16 and U19 This role is unique to the A and AA Provincial Championships, and the Fair Ice Policy will not apply. The Additional/Substitution Goalie will be allowed to play in up to a maximum of 2 games except in the case of illness or injury to the original team goalie.</p> <p><b>Moved: VP Technical</b> <b>Seconded: Southern Region</b> <b>Carried</b></p> <p><b>11.1.11 MOTION D2-17-20 THAT:</b> submission of Team Activity Logs are no longer required.</p> <p><b>Moved: VP Technical</b> <b>Seconded: VP Finance</b> <b>Carried</b></p>	
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	<p><b>11.2</b> Games and Tournaments, Membership Services and Adult Development – Janet Logan Vice President, Administration</p> <p><b><u>GAMES &amp; TOURNAMENTS</u></b></p> <p><b>11.2.1</b> <b>MOTION D2-17-21 THAT:</b> effective the 2017/18 playing season, if a team that is ranked in the top 14 according to the ORA rankings is to be prevented from attending the Provincial Event by a host or Regional Representative, then that team will be invited to attend Provincials – expanding the specific “A” division.</p> <p><b>Moved: Northeast Region</b> <b>Seconded: Western Region</b> <b>Carried</b></p> <p><b>11.2.2</b> <b>MOTION D2-17-22 THAT:</b> effective 2018, the deadline for the submission of the sanctioned event applications will be June 15<sup>th</sup>.</p> <p><b>Moved: Southern Region</b> <b>Seconded: Western Region</b> <b>Carried</b></p>	
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	<p><b>11.2.3 MOTION D2-17-23 THAT:</b> effective the 2017-18 playing season, any 18+A University team intending to proceed to a Provincial event must participate in the University division at the final Provincial event providing there are 5 University teams willing to attend a Provincial Event.</p> <p><b>Moved: Eastern Region</b> <b>Seconded: Central Region</b> <b>Carried</b></p> <p>The Athlete Director declared a Conflict of Interest and did not participate in the discussion or vote.</p> <p><b>11.2.4 MOTION D2-17-24 THAT:</b> any four minute fully served penalty that cannot be served during the remaining clock time of the game shall result in a one game suspension. This includes any such fully served penalty assessed after the end of the game.</p> <p><b>Moved: Western Region</b> <b>Seconded: Southern Region</b> <b>Carried</b></p> <p><b>11.2.5 MOTION D2-17-25 THAT:</b> effective 2018 the U14A division be all inclusive at the Provincial Event. Teams will be placed in tiers according to Provincial rankings.</p> <p><b>Moved: Southern Region</b> <b>Seconded: Western Region</b> <b>Carried</b></p>	
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**11.2.6 MOTION D2-17-26 THAT:** effective the 2019 Provincial Championships, the first championship event – will host U16AA, U19AA, 18+AA, 18+A and 18+A University divisions.

The second event will host U14AA, U14A, U16A and U19A.

**Moved: Western Region**

**Seconded: Central Region**

**Carried**

**ADULT DEVELOPMENT**

**11.2.7 MOTION D2-17-27 THAT:** Article 3.2 Reseeding be changed from:  
3.2.1 Seeding of 18+ and 35+ B and C teams is the responsibility of the Adult Development Committee and may be divided into BB/B, CC/C, D 1, 2, 3, etc.

3.2.2 G&T will be responsible for ranking and seeding the 18+ / 35+ A/AA teams for Provincials for penalty tracking and for assisting in determining divisions at tournaments.

G&T will be responsible for 18+ / 35+ A/AA substitutions and composite teams at all sanctioned events.

G&T in conjunction with Adult Development will be responsible for 18+ /35+ A/AA substitutions and affiliates when involving 18+ / 35+ BB or lower registered players or third year U19 players.

3.2.3 Each team and/or association will seed the team at the beginning of the playing season. The Adult Development Committee will accumulate statistics and evaluate the team's performance for seeding adjustments in sanctioned play on on-going basis. Adjustments to seeding are based on on-ice performance.



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3.2.4 By mid December, the Adult Development Committee will identify any teams that, based on available data, are “red flagged” for discussion on re-seeding.

**TO**

3.2.1 G&T will be responsible for ranking and seeding the 18+ / 35+ A/AA for Provincials and for assisting in determining divisions at tournaments.

3.2.2. Adult will be responsible for seeding the 18+ / 35+ BB and lower level teams for purpose of tournament play. For league play, it is highly recommended that Associations/leagues consult with their Regional ADP to assist with seeding.

3.2.3 Each team and/or association will be responsible for seeding their 18+/35+ BB and lower level teams at the beginning of the playing season and registering them in accordance with the Levels of Play in Article 3.1 above.

3.2.4 The Adult Development Committee may reseed teams during the playing season in accordance with the following process:

3.2.4.1 The Adult Development Committee will accumulate statistics and evaluate the team’s performance for seeding adjustments in sanctioned play on an on-going basis. Adjustments to seeding are based on on-ice performance at tournaments. League play may be taken into consideration.

3.2.4.2 Teams with male skaters may be reseeded at any time to a higher level in accordance with the skill level of the male skater.

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3.2.4.3 Regional Adult Coordinators (or the Chair) may identify any team (within or outside of their region) that, based on available data, should be considered for reseeding at any time. The Adult Coordinator will be required to submit the request with documented rationale to the Adult Development Committee for consideration. The Committee will then evaluate based on the information provided and render a decision.

3.2.4.4 Teams will be informed in writing by their Regional Adult Coordinator of any seeding changes for tournament play. Rationale for the reseeding decision shall be provided.

3.2.4.5 The latest date for notification of reseeding shall be January 8th of the playing season.

3.2.4.6 Reseeded teams will have 5 business days to respond back to their Regional Adult Coordinator with the list of upcoming tournaments they have applied to, indicating the host, date, level of play and if acceptance has been confirmed.

3.2.4.7 Tournaments that the reseeded team has been accepted in or applied to play will be advised of the new playing level of the team and requested to adjust the placement of the team where possible.

Note: Tournaments where the reseeded has been accepted in that are to be held within 5 weeks of the reseeding notice to the team will not be required to make any change to the placement of the team.

3.3 Following the reseeding of a team the ORA office will be notified and the team's TRF skill level will be updated in the registration system to the new level of the team.

Note: Yellow highlight indicates changes/additions from the current wording in the Adult Manual

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<b>12 FINANCE COMMITTEE</b>	Nothing to report	
<b>13 PRESIDENT'S REPORT</b>	Nothing to report	
<b>14 EXECUTIVE DIRECTOR REPORT</b>	Nothing to report	
<b>15 OLD BUSINESS</b>	There was no old business to discuss.	
<b>16 NEW BUSINESS</b>	<p><b>16.1 MOTION D2-17-28 THAT:</b> Western Region Independent Ringette Association be accepted as a new member.</p> <p><b>Moved: Western Region</b> <b>Seconded: VP Finance</b> <b>Carried</b></p> <p><b>16.2</b> Collection of Provincial Fees Regional Directors expressed a concern that collecting Provincial Fees and passing them through to ORA resulted, or could result, in increasing Region's Revenues above the \$100,000 threshold. Exceeding this amount causes the Region to require a financial audit instead of a financial review, thus increasing Region's expense.</p>	Executive Director to develop office procedures to collect Provincial Fees directly.
<b>17</b>	<b>17.1 Next Meeting:</b> November 25, 2017	
<b>18</b>	<p><b>18.1 Motion: D2-17-29 THAT:</b> the meeting be adjourned.</p> <p><b>Moved: Western Region</b> <b>Seconded:</b> <b>Carried</b></p> <p><b>Time:</b> 7:00 pm</p>	