**Mooretown Lady Flags Girls Hockey   
Association**   
Board Meeting Minutes from Meeting held on  
September 30, 2020 - 6:30 pm



**Attendees:**

Matt Carpenter Kara Dewhirst Denise Fehr Katie Gaulton  
Bryan Jeffrey Andrea Lane Marilyn Maoirat Becky McNaule   
Amanda Ross Kirstin Salisbury Kevin Slater Steve Vandenheuvel

**Regrets:**

Kaylen Burgess Missi Routley

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| Agenda Item | Discussion | Action Items |
| **1.0 Review of Minutes from July Board Meeting**  *All* | -Minutes from the September 3, 2020 Board Meeting were distributed and reviewed. A. Lane motioned for acceptance of the minutes from both meetings, B. Jeffrey seconded, all in favour. | **MOTION CARRIED** |
| **2.0 Monthly Updates**  2.1 Organization   Update    *K. Slater*  2.2 Finance Update   *A. Lane*  2.3 Fundraising & Volunteer Update   *B. McNaule/   D. Fehr*  2.4 Equipment   Update  *M. Carpenter*  2.5 Sponsorship  Update  *M. Maoirat*    2.6 Registration  Update  *K. Gaulton* | -K. Slated noted that the season has started and recognized A. Ross for being instrumental in getting everything started and organizing the COVID protocols and tracking.  -OWHA has come out with modified game play and the Hockey Committee is working toward the next steps of the season, which could include inner-squad games. Lady Flags will meet with Sarnia & Lambton Attack in November to discuss possible games. Sarnia, Lambton Attack and Lady Flags have agreed to follow the same structure.  -Most likely through November, squads will remain the same with 4 on 4 scrimmages beginning. MSC will allow the use of the half-ice boards as long as there is an extra 5 minutes allocated to the end of the session to disinfect the boards.  -Lady Flags will need to establish rules for physical distancing on the bench. Coaches will need to wear masks.  -Rules for modified game play are on the OWHA website: [OWHA Rules for Modified Game Play](https://cloud.rampinteractive.com/whaontario/files/Bulletins/OWHA%20%20MODIFIED%20RULES%20September%2025%202020.pdf)  -Novice group will progress as per the Hockey Canada Novice Pathway. Atom and Peewee will play 3 on 3 or 4 on 4. Structure will include refs, game sheets and scorekeeping as to prepare for games against other Associations with modified rules.  -Between Walpole and MSC there is lots of ice available. Walpole is allowing more players on the ice and there may be opportunities for squads to share ice.  -Rosters need to be submitted to OWHA for administrative purposes through RAMP. Lady Flags will roster squads. Coaches will be required to complete a coaching course.  -S. Vandenheuvel and B. Jeffrey will be running a coaches’ meeting. A meeting for managers will also be held with M. Routley and A. Ross. D. Fehr and B. McNaule will be holding a meeting for Parent Reps. Suggestion to combine this meeting into 1 meeting so information is consistent.  -Compliance forms for Walpole Arena need to be distributed before starting on ice activities.  -A. Lane noted that September 30th is Rowan’s Law Day and took a moment to recognize. Suggested to share a post about Rowan’s Law Day on Lady Flags social media forums.  -Working through Accounts Receivable with K. Gaulton: 2 payments are still outstanding from the September 10 deadline. One of the outstanding payments is a late registration.  -cGaming revenue from September was $2036.14. There will be new requirements for cGaming going forward and those will be shared at the next meeting.  -M. Carpenter noted there are some outstanding expenses for equipment, socks and jerseys.  -Peewee jersey sponsor is Carpenters’ Union 1256. Atom HL is sponsored by Bluewater Power and Atom B will be sponsored by the Corunna Legion.  -B. McNaule noted the Giresi’s Pizza kit fundraiser is underway and seems to be generating a good response. D. Fehr is working on volunteer sign up for handing out the pizza kits in a sign up app. Parent Reps will collect all order sheets and money. Tables will be set up per squad in the parking lot of the arena and parents will be expected to pick up their own orders.  -All squads have appointed Parent Reps  -Working on a December fundraiser – gift-wrapping event could be difficult with COVID. May look to do another selling event with OB1 Perogies or Cinnabon.  -Have received positive feedback about incorporating local business into fundraising events.  -B. McNaule noted that local vendor Smell the Soap is offering a simple online fundraiser that would see 20% of proceeds of bath bombs and soaps going to Lady Flags when customers enter a specific code for online orders.  -Socks are on order from Planet Stitch.  -Lady Flags have acquired another set of goalie equipment.  -M. Maoirat sent out policy & agreement with MTMHA to Board members prior to meeting for review (attached to page 4 of the minutes).  -K. Slater noted there needs to be clarification around unsolicited donations for teams.  -All questions about sponsorship and donations should go to the Director of Sponsorship (M. Maoirat). Currently, parents are not to seek donations or sponsorship from any organization, including employers. Corporate donations are different as they are part of the employee program.  -K. Slater noted that the concern lies with organizations wanting to donate to a team rather than the general operations of the organization. Suggestions of looking to allocate the funds differently (i.e. training equipment) rather than covering general expenses related to hockey program.  -Concerns arose about declining funds – M. Maoirat would work with donors to ensure their needs are met. Any photo op requirements are considered sponsorship because a photo op is advertising.  -Board members agreed that it is okay for team sponsors to offer little perks (i.e. pizza parties) for their teams.  -After lengthy discussion, it was agreed that all sponsorship/ donation questions will continue to flow through the Director of Sponsorship and Lady Flags will continue to uphold the agreement with MTMHA.  -K. Gaulton noted that coaches will have to be registered in the system before registering teams (squads). K. Gaulton will send link for course to B. Jeffrey & S. Vandenheuvel to share with coaches. The courses need to be completed before rostering teams.  -Police checks through RAMP app. K. Gaulton approved the check for M. Maoirat and it was completed – still awaiting the invoice.  -K. Gaulton has spreadsheet of who in the Association has current police checks. Will need to discuss this at the next meeting. |  |
| **3.0 New Business**  3.1 Fundraising   Raffle  *M. Maoirat*  3.2 Power Skating   Sessions  *B. Jeffrey*  3.3 COVID Update  *A. Ross* | -There are prizes that were donated for the MSC Renewal Project Gala that has been cancelled now due to the pandemic. Lady Flags paid $400 for dinner by Chef Paresh Thakkar of Personal Touch Catering. MTMHA has agreed to contribute $200 for the cost of the chef and split cost of raffle license and ticket printing with Lady Flags. Proceeds from the raffle would be split equally between MTMHA and Lady Flags. Raffle prizes to include:   * Chef Experience * Fishing Trip * Muskoka chairs * Signed hockey jersey   -A. Lane will help determine the pricing and ticket limit.    -B. Jeffrey is looking for support from Board to invite Carol MacPherson out to work with U9 and U7 groups to ensure they are learning to skate properly.  -Would look to have her work 1 x/ month through October, November and December with U9 group. Then 1 x / month through January, February and March with U7 group. All Board members were in support of this.  -Lady Flags will post updated rules from MSC on website and communicate to managers to send out to the teams. Rules within new document are clearer.  -Questions about sick players should be managed by Team Manager and parents are expected to screen the players adequately. If a player has any symptoms they should stay home.  -A. Ross will be clarifying the screening at Walpole to determine if Lady Flags will need to schedule COVID attendants. |  |
| **Adjournment & Next Meeting Date** | Motion to adjourn was made by B. Jeffrey, seconded by M. Carpenter  Meeting was adjourned at 8:40 p.m.  Next meeting: **October 28 @ 6:30 p.m.** |  |

MTMHA and Mooretown Lady Flags Girls Hockey will share the sponsorship/donation director position and services. The director will work for both parties obtaining sponsorship and donations.

* All solicited businesses/organizations will be presented with a sponsorship package and they will choose which type of sponsorship they would like to participate in.
* For jersey advertisement the business/organization will be presented with a list of available teams and they will choose which team they would like to sponsor. 100% of the jersey sponsorship will remain with the association the team belongs to.
* When a business/organization wishes to donate to minor hockey, the business/organization will indicate which association they would like to receive the funds and that association will receive 100% of the donation.
* 100% of tournament sponsorships will be allocated to the hosting organization, either MTMHA or Lady Flags.
* The only shared money includes the agreement with the JR C Flags/Township for the rink board/wall sign and under window signage and The Friends of Mooretown Minor Hockey sponsorships.  This money will be split by MTMHA and Mooretown Lady Flags Girls Hockey based on percentage as per registration numbers.
* MTMHA and Lady flags will both follow the same Corporate Donation Policy.
* The above agreement will be reassessed annually.

POLICY 3.6 - Corporate Donations

 All members of MLFGHA may only solicit team donations from their places of employment with express consent from the Director of Sponsorship. All members are expected to express interest in approaching their employer to the Director of Sponsorship before making any requests to their employer. Any team receiving a corporate donation must report it on their team budget and state what is was used for. Any team receiving a corporate donation under $1001.00 is eligible to keep 100% of the funding given. This funding must be used in accordance with any stipulations set out by the corporate donor. If no directive is provided by the donor, this funding can be used to offset the expenses associated with a regular hockey season including tournaments etc. but must be split equally per player when offsetting team fees. The funds can not be used to supplement the financial needs of individual families. If there are funds left at the end of the year in the team account, the donation money will be considered spent first and the remaining balance will be considered left over team fees and can be returned to the players. If the entire team fee is returned at the end of the season, and there is still donation money left over, it must be spent equally on each player on the team. Donation money cannot be returned to players at the end of the year. The money can be spent on swag etc., unless the donor has stipulated what it can be spent on. Any team receiving a corporate donation over $1001.00 must report it to the Treasurer for approval. Any team receiving a donation over $1001.00 must be approved by MLFGHA Finance Committee to determine the amount that the team is allowed to keep. Teams are not permitted to use the corporate donors name or logo in any form of advertising for the team.