

**St. Catharines Female Hockey Association**  
**Board Meeting**  
**March 19, 2024**

**IN ATTENDANCE:**

Ryan Robitaille, Sue Guarasci, Steve Bowen, Rosie Warner, Jill Davis, Karen Bowen, Mikayla Guarasci, Christian Parise, Trish O'Neill, Peter Hill, Leah Fenwick, Jenni Bauer, Peter Hill, Amanda Karner, Mike Kulawic, John Sykes, Allison Radko, Cory Burnarski, Dave Whitty

Regrets: Emily Caldwell, Drew Cullen, Gord Bell, Grace Nardini

Ryan Robitaille MOTION to approve Meeting Minutes from February 13, 2024, 1<sup>st</sup> Karen Bowen 2<sup>nd</sup> Leah Fenwick All IN FAVOUR- Carried

**Review constitution and current roles**

- Grace has requested that you reflect on your role with the board in order to adjust your role in the constitution
- admin team (Carolyn and Grace) to share the roles for the board members to make additions or changes
- it was suggested that the admin team create a Google doc with the roles and responsibilities and the board members to add and make any changes to the roles they currently hold

**Discipline 2024/25**

- new process in place this season and form
- suggesting a monetary charge be discussed at the next meeting
- modifying the complete form to help to alleviate some of the time spent with discipline issues
- bring solutions and ideas for next meeting

**Tryouts**

- Back of the House – Karen, Grace, Steve, and Carolyn (tracking system, signing and ramp payments)
- Front of the House – Sue, Amanda, Ryan, Jill, Leah, Rosie & Drew (hand out jerseys)
- Volunteer and Table Schedule to be made – Sue and Ryan
- Will need all board members volunteering time at try out table and with jerseys.
- Social media post looking for HS students to volunteer
- Drew to organize a coaches meeting and clear communication on expectations, evaluators and signing process.
- Steve has completed the tryout schedule
- Jerseys will need to be washed between nights (Falcons allowing use of washing machines)
- Schedule and ice time to be sent out for volunteering

### **Tournament Committee – 2023/24 financial update**

- Suggested that registering and payment be made with RAMP
- 5 different payment methods and registration issues not able to add OWHA number
- Gmail account was setup for emails should continue
- More vendors for next year to increase revenue
- A timeline for next year would be helpful
- Enrollment and registration was down from last year
- Tournament net Profits:  
REP: \$27,006.84, HL: \$10850.93

### **U13AA Goalie training support – Steve**

- U134 AA looking for support and funding for goalie training
- Steve MOTION to support U15AA team to cover goalie expenses of \$500,  
All IN FAVOUR- Carried

### **Banquet and End of Year festivities – Sue**

- extra tickets can be given out to those coaching staff on the roster
- Front Row will be providing prizes for the banquet
- invites to alumni have been sent at least 3 have responded so far that will not be attending
- Wall of Fame inducting Sara Bauer
- graduating players to present the awards
- Sue is beginning to develop a nonanimation form for the wall of fame for future
- Coaches will be allowed to speak at the banquet
- Coaches gifts have been ordered

### **Coach Selection– Drew**

- coach selection has been completed
- many applied for roles -interviews took place with the process that was structured and established by Sara and Jenni
- coaches meeting planned

### **Rep Update – Steve**

- 3 teams 2<sup>nd</sup> round championship
- 6 teams moving on to provincials -send a list to Mikayla to post on social media

### **HL Update – Mike and Trish**

- Moving along as scheduled
- Missing U9 coach

### **Super Sunday – Mike and Trish**

- Mike to send out the dates and details and volunteers needed April 7<sup>th</sup>

### **First Shift and possible second shift – Jill**

- application has been submitted
- last session takes place Sunday
- interest for a spring second session and include Kaitland
- 6 sessions to start in May Jill to work with Steve on ice time
- some issues with sizing and skates

### **Ice Meeting and Update – Steve**

- meeting with the city and explained ice allocation system and distribution
- we were able to secure as many hours as we could
- we are the greatest user of ice in the city
- ice times for games Tuesday and Thursdays
- city offered morning ice times

### **HPDP – 2024/25 – Ryan**

- Sara Bauer will not continue with her role with High Performance
- Evan Mc Grath and Mia Landry are interested in being involved, on ice, coach development
- a high-performance committee was suggested as an option with female coaches or a committee to work with a HP lead

Ryan brought forward a MOTION to approve offering Evan Mc Grath a one year contract as the lead and Mia Landry as a co-lead for High Performance Development, All in FAVOUR, CARRIED

### **Admin update on outstanding Fees**

- Sue to issue a letter and cheque for payment for the ice scheduler for 2022-2023

### **IP-Alison**

- wrapping up this week
- parents asking if Mike will return next year
- successful with Mike running the program
- increase the numbers for registration for next year
- information has been shared with parents for next steps and moving forward for their players

### **Introduction to new treasurer – Cory Burnarski**

- Recommended by the accountant should file with the CRA as a non for profit
- T4 should be provided with the honorariums in the constitution
- Time keepers may need to be issued a T4
- Credit card is being ordered
- Invest the current funds in the account in GICs
- EFTs can be set up to make payments for ice, time keepers etc
- Setup a manger meeting to setup a template for team budgets

- Grace provided an update of financials via email:  
REP \$14063.50 outstanding balance – below is description
- 22 jersey x \$200 totalling \$4400
- \$8033 is fees
- Remaining is miscellaneous
- HL has no balance outstanding

### **Additional Topics**

### **Adjournment**

**MOTION TO ADJOURN:** Meeting was adjourned by Ryan Robitaille at 9:45pm – (1<sup>st</sup> Steve Bowen 2<sup>nd</sup> – John Sykes -ALL IN FAVOUR - CARRIED

