

Annual General Meeting
Sarnia Starfires Girls Hockey Club
(Sarnia Jr. Lady Sting/Sarnia Girls' Hockey Association)

Tuesday June 13th, 2023

6:30 P.M.

Clearwater Arena Lower Hall, Sarnia, ON

Executive Attending:

Brent Campbell, Amy Carlaw, Kyle Doyle, Brad Jackson, Maureen Leckie, Tony Mancusi, Stephanie Simpson, Gary Watson, Stacey Watson

Other Attendees: Cheryl Carroll, Kevin Taylor

Regrets: Bryan Chappell, Nathan Jeffrey, Jon Leppington, Todd Pepper, Jen Tomkins

1. **Call to Order** – Brad Jackson, Outgoing President

2. **Notice** – Declaration that Notice of this meeting was delivered to each board member pursuant to Bylaw 4.9.

3. **Introductions of Current Board of Directors;**
 - Stacey Watson (Treasurer)
 - Jen Tomkins (Registrar) Absent
 - Jon Leppington (Ice convener) Absent
 - Gary Watson (Cash Calendars)
 - Maureen Leckie (OLG Compliance)
 - Bryan Chappell (Director) Absent
 - Brent Campbell (Director of Hockey Operations/Compliance)
 - Kyle Doyle (Development)
 - Todd Pepper (Equipment) Absent
 - Stephanie Simpson (Secretary)
 - Kathy Kinchen (Past President) Absent

4. **Establish Quorum:** As we have over 5 members of the board present, this meeting is duly convened.
5. **Rules of Order:** This meeting will be run in accordance with the Society Act of Ontario, our Sarnia Starfires Bylaws and Robert's Rules of Order.
6. **Outline of Agenda** – Distributed to the Members presents at the meeting, and Posted on the Sarnia Girls Hockey Website.
7. **Requests for Items to be added to the Agenda under “New Business”**
 - Canada Day Parade
 - Coach Them App purchase
 - Communication with parents/guardians in Split Family Situations

8. Motion to Accept the Agenda of the 2022-2023 AGM

Motion to accept the Agenda of the 2022-2023 AGM as presented;
1st G. Watson
2nd S. Watson

9. Review of Annual General Meeting Minutes of 2021-2022 AGM

B. Jackson noted that a discussion about Split Families was left out of the Minutes of Meeting. This has been added as an additional agenda item.

Motion to Accept the minutes of the 2021-2022 AGM as presented

1st S. Simpson
2nd G. Watson

10. Treasurer's Report – Stacey Watson

Sarnia Girls Hockey Association Balance Sheet Presented

The following items were highlighted by S. Watson

- The Friends of Minor Sports made a substantial donation of \$25,000 to SJLS this year.
- Roughly \$3850 was spent on equipment purchases this year, including goalie equipment and usage of the half ice boards from Sarnia Hockey Association
- There was a large increase in interest accrued on the savings account over the past year.
- Of the \$13,500 in Development Funds available to teams this year, only \$7512.80 was used.
- U18 A asked if they could donate the entirety of the development money allotted to their team to the U18C Team. This was approved by the board, and U18C was able to purchase a shooter tutor, which was given back to the organization at year end for other teams to benefit from in coming years.

- Stacey and Tony to make an appointment with Scotiabank to switch over signing authority of bank accounts.
- Stacey and Tony to transfer some funds from checking account into the savings account to increase the interest paid.

Motion to accept the financial documents as presented

1st M. Leckie

2nd G. Watson

Vote unanimous in favour

11. Reports of the Executive

- a) Jen Tomkins, Registrar – Absent, No report submitted
- b) Brent Campbell, Compliance – The transfer of Compliance to Nathan Jeffrey has begun over the past couple months. The SJLS 2023/2024 Coaching Staff and all Guest coaches have been deemed compliant (Police Check and Respect in Sport).
- c) Jon Leppington, Ice and Referees – Absent, Report forwarded. There will be a meeting to determine if proposed changes to ice time would benefit our organization before any changes are made to ice allotments with the City of Sarnia. We will also work with Bluewater Referees Association to better align referee needs of the same calibre to be lined up more efficiently for the referees themselves.
- d) Maureen Leckie, Lottery Compliance and OWHA. After running Bingos for the organization for over 40 years, Maureen would like to request help from a new Bingo Coordinator. Maureen will create a list of the roles and responsibilities and we will solicit volunteers. This is a very important role, as Bingos provide roughly \$2,000 of income per month to the organization. Maureen also indicated that if one of the individuals signed up to run a bingo for SJLS does not appear, the organization receives a non-compliant letter. Three non-compliant letters could result in a meeting with Maureen as well as a revoked Bingo license for the organization.
- e) Kyle Doyle, Development – Coaches will be encouraged to gather quantifiable data on players (eg. “how fast can you skate around the rink?”), at the start of the season, then measure closer to the end of the season to confirm they players are developing. There will be a coach meeting the first week of September to introduce Coaches to the new tools available to them.
- f) Gary Watson, Cash Calendars – it was a successful cash calendar year. The transition from the four month calendar to three month calendar made the fundraiser easier to manage. There was also positive feedback about the movement of the first draw to January, as this allowed calendars to be given out as holiday gifts. All cheques have now been cashed. The Cash Calendar profit allowed us to direct \$36,000 to the organizations ice bill to the city of Sarnia. There was a board question, requesting that Stacey run the cash calendar process by Danielle Gadsby at City

Hall, to verify that the process used for transferring monies is compliant. Cash Calendar cheques may be deposited directly into the Cash Calendar account going forward if this is necessary.

- g) Bryan Chappell, Director – Absent, no report forwarded
- h) Stephanie Simpson, Secretary and Website – Nothing to report

12. Report of the Sub-Committees:

- Managers Handbook – Amy Carlaw. The Manager’s Handbook is complete and has been posted to the SJLS Website. Brad would like to thank all those involved with this project. Early September there will be a Managers Meeting that will allow Managers to ask Questions and receive Answers about their role and the new document. The board would like to thank Amy Carlaw, Melissa Lau, Cheryl Carroll, Stacey Watson, Stephanie Simpson, Jen Tomkins and Andrew Gardiner for all their work with this handbook.
- Development Committee - Kyle Doyle. The committee has decided to purchase one copy of the “Coach Them” Application. This is a program that facilitates the sharing of on ice, and off ice drills, and assists in drawing drills and storing in one centralized location. The Committee will determine at year end, if they would like to invest in the application for the entire organization.
- Bylaw Review – Presented by B. Jackson

(Please see Schedule A to Board Resolution June 13, 2023 for exact Bylaw changes)

- a. 4.2 has been adjusted to add two new board members. The ten board members has become 12 board members
- b. 8.16 has been adjusted to reflect 6 members must be present for Quorum. Previously, quorum was 5 member present.
- c. 8.16 has been amended to correct a spelling error
- d. 15.3 has been added to mandate a bylaw review at minimum once every three years. Corresponding with the end of the presidents term

Motion to accept the Amendments to Bylaws 1 and 2 as presented:

1st M. Leckie

2nd G. Watson

Vote unanimous in favour

- Executive Slate presented by B. Jackson

Motion to accept the Executive Slate as presented

1st G. Watson

2nd S. Watson

Vote unanimous in favour

- **Coach Selection Committee** – The changes made to the Coach Selection process for the 2022/2023 season were well received. Three individuals were selected to rate and recommend coaches. Board was given the final opportunity to approve the coaches selected. This new Coach selection process gives us the best outcome in a non-biased, transparent, and least problematic way.

13. New Business

SilverStick - David Schrie has been named as the new chairperson of the Sarnia Girl's' SilverStick. Dale Kerslake, the outgoing Chair will be mentoring David for the coming year.

Spring Tryouts – Brad Jackson reports that the 2023 Spring Tryout process was the most successful tryout in recent history. He credits this to a well developed series of rules and guidelines that were clearly stated at a pre-tryout, face to face meeting with the coaches. The tryout rules were emailed out to the parents prior to tryouts to set the expectations about dressing rooms policies. In addition to this, a list of on ice helpers and trainers who were compliant was distributed to coaches to ensure all helpers were complaint.

Kids Funfest – Amy Carlaw and Jen Tomkins volunteered their time to run the SJLS booth at the Kids Funfest June 10th at Canatara Park in Sarnia. Duffy Simon, a parent from U7, and owner of a local design company (Planet Stitch) designed and donated a banner for SJLS to use. Three players have signed up since the event. Amy would recommend that we partake in this event again in the future. The board would like to thank Amy, Jen and Duffy for their time on this project.

24 Hour Charity Hockey Game – Brent has been speaking with Craig Musico, from #Charitable. Brent will be sending out an email to the 2023/2024 Coaches to see if they would be interested in putting in a team at the September 8th Event. Each team is asked to raise \$1000 for the charity, as well as do one good deed.

First Shift Program – Kevin Taylor, First Vice Chair of Sarnia Hockey Association attended the meeting to talk about the First Shift program. First Shift is through Bauer and NHLPA. The event was run in Sarnia in 2019, and in 2020, and Kevin has applied for 45 players ages 6-10 years for the 2023 Season. SHA is providing the ice time, First Shift provides the registration platform, and full equipment for the players. For \$299 the players get 6 weeks of hockey in December and January. SHA hosts a welcome event, and 8 follow up ice times in February and March, so players can be ready for Spring tryouts. Kevin is looking for three coaches to help run the program, as well as students who are willing to volunteer.

Sting Assists Donation Application – Maureen Leckie has applied for a donation from the Sting Assists Charity again this year. Last year, Sting Assists donated \$25,000 to Sarnia Girls Hockey.

Canada Day Parade: Gary Watson mentioned that SJLS have to opportunity to participate in the Sarnia Canada Day Parade. Now that we have a nice banner, Amy is going to find out more information about this and will submit an application for Sarnia Girls Hockey Association/SJLS. Our insurance from 2022/2023 covers players until August 1st. We are thinking there may be interest from teams in U9/U11/U13

Split Families: In previous years, there have been issues with split family dynamics. As a general rule of thumb, we share information with the parent/guardian who registers the player and the secondary parent/guardian listed on the RAMP application. Coaches will make an effort to communicate with both parents/guardians unless explicitly told not to by a court order. Coaches and Trainers will also try to identify families which may be split, and ensure the medical information sheets have the contact information of both parents (unless court order is present).

14. Presentation of New Executive Candidates

Board Positions

- Tony Mancusi – President
- Nathan Jeffrey – Compliance
- Colin Davison – SilverStick Liaison/Photographs

Non-Board Position

- Amy Carlaw – Manager Liaison/Website Administrator

15. Elections

Tony Mancusi - President

Motion to accept Tony Mancusi as a new executive member

1st B. Campbell

2nd G. Watson

Vote unanimous in favour

Nathan Jeffery – Compliance

Motion to accept Nathan Jeffrey as a new executive member

1st B. Campbell

2nd S. Simpson

Vote unanimous in favour

Colin Davison – SilverStick Liaison and Photographs

Motion to accept Colin Davison as a new executive member

1st G. Watson

2nd K. Doyle

Vote unanimous in favour

Amy Carlaw – Manager Liason & Website Administrator

Motion to accept Amy Carlaw as a new non-executive member

1st S. Simpson

2nd S. Watson

Vote unanimous in favour

16. Adjournment 8:03pm

Motion to adjourn AGM.

1st B. Jackson

2nd G. Watson