

13Dec23 WCRFC Board Meeting minutes

Attendance:

- Eric C., Eric B., Jazmin, Dan, Jessie, Rob, Trevor, Josh
- Regrets: None

Links (limited permissions granted to Board members):

[County Rugby - All Club Files](#)

Agenda:

- 1) Welcome & Call to Order
- 2) Approve minutes from last full meeting (Rob)
- 3) Election of director positions (Rob)
- 4) Sports and Recreation Grant Program (Josh)
- 5) Match Official Abuse Survey (Josh)
- 6) Competition items from Rugby Ont (Josh)
 - a) Simplifying Boundary and Governance Situation
 - b) Simplifying and Helping our Referee Shortage Situation
- 7) 2024 Marshall Review / SWORU transition (Josh & Trev)
- 8) SW Branch Transition Governance (Eric C)
- 9) Purchase on new balls (Trev)
- 10) Call for volunteers, SWAG & Oktoberfest tournament (Trev)
- 11) Where will adults play games? (Trev)
- 12) Winter training fees to cover field costs (Trev)
- 13) Player fees for 2024 (Trev)
- 14) Additional tent purchase (Trev)
- 15) ONCA compliance (Trev)
- 16) All Other Business (AOB) + adjournment

Decisions and actions:

- 1) **Action:** **Trev** will lead in the club's submission or the region's Sports and Recreation Grant Program application. Dan & Jessie to assist as needed. (Due Feb 13.)
- 2) **Action:** **Jessie** will lead the application process for the Toyota grant. (Due: ??.)
- 3) **Action:** **Josh** to contact the city reps on other grant opportunities.
- 4) **Action:** **Josh** will send details received concerning Match Official Abuse Survey to all coaches and any others who may be interested.
- 5) **Decision:** we will order 40 size-5 (only), custom printed balls direct from Gilbert.
- 6) **Action:** **Josh** to issue a call for volunteers to all club members in the new year, with Oktoberfest, being a specific focus. We will also look to collect an organizing committee for junior events.
- 7) **Action:** **Eric B** to dig up info from City of Cambridge on Rogers field pricing and other details & circulate to the Board.
- 8) **Action:** **Eric C** to contact the City of Kitchener for alternate field possibilities for senior games.
- 9) **Decision:** we will set a total price of \$75 / person for senior members for the full 18 weeks of winter training.

- 10) **Action:** **Eric C** to book training/practice (only) field time at Bluevale by end of Dec. 2023. Grand River is our back up plan if that falls through (with a Jan 2024 booking deadline)
- 11) **Action:** **Josh** to gather info/documentation on ONCA compliance from other sport organizations for us to review in our Jan. meeting
- 12) **Deferred agenda items:**
 - Where will adults play games?
 - Player fees for 2024
 - Purchase of an additional tent to support junior needs. (Deferred to see if a sponsor can be found).
 - Simplifying / helping our referee shortage situation

Minutes:

- 1. Welcome & Call to Order**
- 2. Approve minutes from last full meeting (Rob)**
 - Rob J; 2nd Jazmin. Passed by vote
- 3. Election of director positions (Rob)**
 - President. Nominated: Josh. He accepts. Josh acclaimed for president for 2023-2024.
 - Josh notes that elections for other directors is not specified in bylaws. These are informal positions not requiring a vote.
 - We identify the roles we'd like for 2024: Sr Men's rep, Sr. Women's rep., Junior + minor reps, and Publicity and Sponsorship.
 - *Josh notes that the director roles don't have to be operational; we can/need to involve more people in running things.*
 - Sr. Men's: Eric B nominated & accepted - acclaimed
 - Sr. Women: Jessie nominates Jazmin. Jazmin accepts - acclaimed.
 - Junior program: Trev nominated & accepted - acclaimed
 - Minor program: Dan nominated & accepted - acclaimed
 - Secretary: Rob nominated & accepted - acclaimed
 - Treasurer & Ops: Eric C nominated & accepted - acclaimed
 - Publicity & Sponsorship: Jessie nominated & accepted - acclaimed
- 4. Sports and Recreation Grant Program (Josh)**
 - This item is Informational.
 - Program application is available now. Due Feb 13; we agree that it would be good to enter a submission.
 - Trev to lead the application process; Dan & Jessie to assist as needed.
 - Jessie: the Mixed Ability (MA) grant for last year was from Toyota (?)
 - Eric C: the KSA grant was \$4000 for MA, there was another for Danny for \$1000. (through the City of Kitchener)
 - Eric B: MA grants tend to get bigger as an organization reapplies.
 - Jessie will lead the application process for the Toyota grant. (Due: ??)
 - Also, we had a grant from KSA for Daniel last year. Can we/should we repeat the request?
 - Josh to contact the city reps on other grant opportunities.
- 5. Match Official Abuse Survey (Josh)**
 - Informational: Josh will send details received to all coaches and any others who may benefit.
- 6. Competition items from Rugby Ont (Josh)**
 - a. Simplifying Boundary and Governance Situation
 - ***Covered in item 7a below.***

b. Simplifying and Helping our Referee Shortage Situation

• item not discussed - deferred

7. 2024 Marshall Review / SWORU transition (Josh & Trev)

- a. Marshal - (Eric C)
 - Eric C lists structure of premiership and championship schemes, grouping the best 8 teams.
 - Our team would be in the 8-team Marshal premiership. However, the structure is not finalized yet.
- b. SWORU - youth high-perf only. (Trev)
 - Rugby ON (RO) sent out a framework; it is pushing for the structure sent earlier, for youth development only
 - RO is looking for coordinators & leaders in their proposed structure.
 - Eric C: we have moved into SWORU and are grouped with Guelph. Oakville will go to the NRU.
 - We will encourage someone from our club to be on the SWORU board to represent our views & interests. We get a vote.
 - We will want to be on a couple of committees also.
 - Trev: our representative doesn't have to be one of us; it can be a member.
 - Eric C: in the divisions there are 11 clubs in total (9 full & 2 junior-only)
 - Eric C: the organizing committee is asking for letters to RO in support of the SWORU structure, to show that clubs are on board for new governance model.
 - Rob McQueen is going to be asking soon. He/they will need support of the clubs to rewrite the bylaws

8. SW Branch Transition Governance (Eric C)

- See Marshall Review (item 7a) above.

9. Purchase on new balls (Trev)

- Trev wants to buy new ones. Today, we have 28 used balls (condition: okay to crappy) + 25 new ball purchased last season (kept by Eric C)
- We paid \$3,800 for all of them last year. We 'consumed' 27 balls last season.
- Eric C: recommends buying 40 new training balls, & no new match balls.
- Jess: we need to write team names on the balls themselves, not only on the bags, for team accountability.
- Decision: to order direct from Gilbert, as before. We will order 40 size-5 (only), custom printed balls. (We have lots of size 4 balls.)

10. Call for volunteers, SWAG & Oktoberfest tournament (Trev)

- We recall from our Nov meeting Jess's suggestion about Ops committee to coordinate operational activity.
- Some goals for the new year that could be cast to a (yet to be formed) Ops Committee:
 - shirts to sell to parents (responses at the AGM were good on this idea).
 - organizing the Oktoberfest tournament.
- Trev recommends issuing a call for volunteers to club members.
- **Josh** will issue call in the new year, with Oktoberfest, being a specific focus. We will also look to collect an organizing committee for junior events.
- Trev: we have 5 fields for Oktoberfest booked already. Trev is in discussions for other related opportunities.

11. Where will adults play games? (Trev)

- This topic is deferred to a future meeting.
- Jess: asks about Rogers field. **Eric B**: there will be no rugby at Rogers field this year. He will dig up info from City of Cambridge, on pricing and other details
- Eric B: He needs to know the schedule dates first. The switch between premier/championship divisions will complicate our scheduling.

- Eric C: there is a lot of coordination to do. Figuring all this out in early Jan is our best plan.
- **Eric C** to contact city of Kitchener for alternate field options

12. Winter training fees to cover field costs (Trev)

- We need to decide on fee structure for winter training & attribute the whole cost equitably between junior and senior programs.
- Trev: We are responsible for \$3,300 for all fields for the whole winter season. He proposes a space allotment of a 2/3 & 1/3 split between juniors & seniors, respectively. The junior programs appear to have a higher propensity to pay for the training. This scheme thus allocates \$2,200 of the total cost to the juniors & \$1,100 for seniors.
- Last year, the Jr/Sr split didn't work. We have to do a better job of collecting from everyone to break even.
- This year the juniors will be charged \$150 each for training from Jan to end of April (with insurance covered under current year's fees.)
- In May players need to be registered for insurance but have started outside by then usually.
- Jess: last year, seniors paid \$5 / session for a crummier venue (Budd Park & gym). Women's teams have lots of university students; they are price sensitive. Also, many commit & then don't show.
- Eric B: There are 18 weeks of sessions. He suggests \$75 for senior members for full winter training. Jess & Jaz agree.
- Dan: notes that we have to police the insured status of attendees, if we know what's good for us.
- Eric C: that is easy to reference. Check club list from 2023 (sent to directors.)

13. Player fees for 2024 (Trev)

- Decisions on this item are deferred until Jan. Eric C: we don't yet know what RO fees are going to be. Trev: this is also linked to where we will play and those associated costs.
- **Eric C:** will book training at Bluevale by end of Dec. Grand River is our back up plan if that falls through (with a Jan 2024 booking deadline)
- Games venue should be different from practice site (Bluevale; the games venue needs bathrooms, at least).
- Eric C wants all operational costs by early Jan in support of setting fees.

14. Additional tent purchase (Trev)

- Trev would like one available to support junior needs.
- Josh: wait to Jan to see if we can get a sponsor. Discuss again in Jan.

15. ONCA compliance (Trev)

- **Josh** to gather info for documentation from other sport organizations for us to review in our Jan. meeting.
- Key question is who are voting members, so our AGM will not have to be 400 people just to decide on key governance issues.
- Options are: voters designated by defined constituencies (juniors/seniors/other), or by volunteer numbers achieved.

16. All Other Business (AOB) + adjournment

- Merry Christmas!

Next meeting:

- ***The next meeting to be set by survey from Josh targeting a couple of dates in Jan. Post meeting follow-up: next meeting set for Monday 8 Jan, 2024***
- Motion for adjournment; (Dan; 2nd: Jess). Passed by vote. Meeting adjourned 9:38 pm