

APRIL MEETING AGENDA

COMMITTEE: Membership Services
DATE: April 18th – 20th 2008
LOCATION: Westin Bristol Place Hotel, Dixon Rd, Toronto

<u>Agenda Item</u>	<u>Direction/Resources Required</u>	<u>Motions/Actions/Notes</u>
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- 1. Call to Order 8:30 PM Friday Night April 18th, 2008** , Westin Bristol Place, room TBD, message will be left at the front desk of the hotel regarding which room , volunteer nominated to take minutes.
- 2. Roll Call** Chair, Central, Eastern, Northeastern, Northwestern, Southern, Western
- 3. Adoption of Agenda** to add agenda items; a motion and majority vote are required
- 4. Approval of Previous Meeting Minutes from SCM July 2007 (note dates on the budget need to be amended)**

9:30 – 12:00 Saturday Westin Bristol Place Hotel, room TBR

- 5. Reports** (please supply written reports (email or supplied by way of flash drive for minutes)and then brief oral ones at meeting)
 - Chair
 - Central
 - Eastern
 - Northeastern
 - Northwestern
 - Southern
 - Western

6. Correspondence

(i) No new correspondence

7. Program Activities

i) Orientation

We will collectively review our role as it pertains to the local, regional and provincial needs for Ringette as an intro for Central and Northwestern Rep

ii) Review and Discuss

review latest 1 to 3 year plans and evaluate- plan attached from last meeting

iii) Current Year Plan

fine tune 2008/2009 plan, develop new year 3 plan (20011/12)

iv) Budget/Financial

review last year's budget and financial position,
Suggest budget for next season which is due in August.

*****Lunch 1200-1300*****

v) Operating Manual

(Housekeeping)-- .

be addressed.

-Items in the manual still have not been changed, ie the 3part form for releases. This needs to

- Suggested Changes By the Technical Director

1) changes to the Recognition Program:

a) page 33, k. Regional Volunteer: add to Regional Criteria, There shall be no more than one (1) Regional volunteer elected annually per Region. Award : Plaque

b) page 32, Association of the Year; Regional Criteria add Award :Plaque

c) page 33, l. Corporate sponsor of the Year; Regional Criteria change: Award Plaque

2) Include statement in Operating manual that a player may be registered to play on one team only Exception for those qualifying under the Two Team Player and Affiliate Player provisions.

3) In May 7-9, 2003 the Board passed Motion D25-03-40 “That if an association makes an inadvertent error on their TRF (this is not to be Corrected until after January 8th) which results in a Provincial Level player (s) being omitted, that a fine of \$250.00 be assessed” This motion was not put into the Operating manual.

Suggested action: a) suggest that above motion be put into Membership Services Section of the Operating Manual.
b) attach a note to above indicating that this does not permit a team to add a player after January 8th by paying a fine of \$250

4) Clerical Errors. A couple of years ago Membership ship Services and the office agreed to what was considered a “clerical error” when registering and filling out Information Change Forms. This was to alleviate the office asking MS members to okay all changes that were not correctly submitted on an Information Change Form etc. It would be helpful if this definition and its application were included in the Operating Manual under 6.Registration page 10/11.

Suggested wording: Where information is submitted to the office by the required deadlines but is not in the proper format or on the proper form, this will be considered a “clerical error” and the information will be accepted as valid. Note: Late submissions are not considered “clerical errors” and are invalid.

9. Old Business

Items moved forward from last agenda

- (i) Provincial Release forms– Presented by ERRA M.S. Coordinator – motion to add to Manual and to supply to Adult for their motion.
- (ii) 2 team contract – Discussion and Motion to take over from Membership services.

10. New Business:

- (i) Information Change form, can it be incorporated in the new data base.
- (ii) Registration System:
 - 1. Success / Failure – Discussions / motions for actions
 - 2. Additions we can afford and need in the new registration system – what do we need now – Discussions/ motions for actions
 - 3. Access to the data base by the M.S. Coordinators – Priority for upcoming season – to Discuss with Technical Director.

4. Any changes needed in the operating manual.- Discussions / Motions for actions.

*****Dinner 17:00 – 18:00 *****

(iii)Releases at Novice – Issue should there be no releases at the Novice age group similar to provincial petite. Discussions / Motions for actions.

(iv)Additions to Agenda from committee.

11. Next Meeting

August 8th – 10th 2008 --- Who is staying on a Coordinators for their regions?

12. Adjournment

Thank you for your valued time and input.