

CORA Annual Meeting
Via Zoom
September 26, 2021 at 7:00 pm
Minutes

Present: 25 present at start of meeting

Meeting was held virtually and recorded

1. **Call to Order: 7:04 pm**

2. **Approval of the Minutes – 2020 AGM**
MOTION TO ACCEPT: First: Adrienne Ford Second: Pablo Sobrino
RESULTS: Minutes approved

3. **Updates to Bylaws - Frances McRae, JP Zubec**
 - a. CORA made a commitment to renew bylaws at the 2019 AMM. The work plan and timelines for the renewal were approved by the board.
 - b. Three board members plus JP Zubec and Giulia Brutesco (non-board CORA members) were very helpful, bringing different experience and skills
 - c. Initial survey to members on areas of most importance conducted. Built in two rounds of discussion.
 - d. January survey - 109 respondents. Most important issues were board size, election process, role of board members, finances. Less important issues were election requirement for key volunteers (eg convenors being elected)
 - e. Ringette Ontario was at the same time embarking on club discussion. They are aiming for consistency, support, tools and management excellence
 - f. Bylaws were drafted using the RO example and the experience of JP. Several board discussions were held to refine them, and in April/May they were sent out to members for comment via Survey Monkey. Fifteen responses were received. 14 had no concerns. One response was concerned about the need for a unanimous vote for not having an audit. The Governance Committee replied, stating this is required in the federal act, so it is not negotiable.
 - g. CORA now has bylaws that conform to the federal act, and to RO general guidance.
 - h. Transition to a new board of 12 will happen over three years, with four directors being renewed each year. Two people will be elected at this AMM, one renewed term and one new person.
 - i. Bylaws note that a Nominations committee will continue the recruitment process and will work on an ongoing basis to recruit volunteers. The Recruitment Committee must be composed of members external to the board, but can also include board members if they are not seeking re-election that year. All CORA members are welcome to participate.
 - j. Governance committee was formally established this year with board and non-board members
 - k. Next: Roles and responsibilities of key directors and key volunteers to be defined as well as a transition to new bylaws
 - l. New bylaws, as circulated with the agenda presented for a vote:
MOTION TO ACCEPT: First: JP Zubec Second: Pablo Sobrino
RESULTS: Bylaws approved

4. **Registrar's Report - Kari Stachon**
 - a. This year of COVID proved to be a challenge.
 - b. CORA had 390 players through the year, and we finished the 2020-2021 season with 326 players. We maintained an 80% retention rate through the season. (363 players participated in the fall session, 326 players participated in the winter session).
 - c. 50 players were new to ringette

5. **Player Development Report - Jim Fawcett**
 - a. Due to COVID-19 there were no power skating or goalie clinics during the season.
 - b. Two “virtual” initiatives were run during the season to accommodate physical and mental training of CORA athletes during the season:
 - i. Virtual Dryland – Zoom based dryland sessions instructed by Connor Oakley of Hintonburg Crossfit: 1st half of the season October to December 2020: 80 athletes aged U12 to U19 participated in 10 weekly sessions. 2nd half of the season January to March 2021: 75 athletes (including a parent class) aged U12 to U19 participated in 12 weekly sessions
 - ii. CORA Talks – a weekly webinar series from early February 2021 to end of March 2021 covering topics by ringette experts (coaches and ex-CORA players) in the areas of shooting technique, goaltending training, nutrition, advanced gameplay strategy and coaching techniques. Webinar participation ranged from 10 to 30 attendees

6. **Coaching Report - Phyllis Bergmans on behalf of Roland Wippel**
 - a. During this past COVID year, bubble groups were created to keep the players on the ice. Six ‘bubble’ coaches were assisted by 33 squad leaders, assistants and junior coaches
 - b. 13 coaches participants in Ringette Ontario’s Coach series

7. **President’s Report – Phyllis Bergmans**
 - a. Members of the Board and the governance and compliance committee participated in the Club Education Seminar Series developed and presented by Ringette Ontario. The goal of these seminars is to achieve more consistency across the province with respect to the management of associations.
 - b. Ice Scheduling: Each squad ended the ‘season’ with 30-32 half ice times, Fun1/Fun2 ended the season with 11 ice times. Estimated time the ice scheduler spent on communications with the City, scheduling, rescheduling and rescheduling again: 120 hours
 - c. CORA has eight participants in Ringette Ontario’s High Performance virtual programming
 - d. Ringette for All – Breaking Down Barriers: CORA developed a Learn to Play Ringette program for children who face language, cultural, financial and transportation barriers to playing traditional sport. The program had 30 registrants within three days of opening up registration. The start of programming was anticipated in January, 2021, however COVID restrictions prevented the program from getting off the ground. New anticipated start date is October, 2021. The program received \$10,000 in Jumpstart funding
 - e. CORA also received \$2,250 in funding from Canadian Parks and Recreation Association for Gender Equity in Recreational Sport. Funding will go towards volunteer training.
 - f. CORA received a donation of brand new (hockey) equipment through Ottawa Community
 - g. Housing Foundation
 - h. Through the year, CORA received many donations of used equipment from ringette community
 - i. Fundraising activities took place virtually lead by Steve Bickerton and Dorrie and Grace
 - j. Saya Stass for the Ringette for All program.
 - k. Kudos to Steve Bickerton and the COVID Safety Team for navigating CORA through a challenging, changing year.

8. **Motion to accept the Registrar's, Player Development, Coaches, and President’s Reports:**
 MOTION TO ACCEPT: First: Pablo Sobrino Second: Adrienne Ford
 RESULTS: Reports approved

9. **Treasurer’s Report: Pablo Sobrino**
 - a. There were significant changes to the revenue and budgeting through the year, due to COVID. Accounting was converted to double entry accounting this year.

- b. Banking proved to be difficult this year in person. E-transfers became a work-around, which also reduced banking costs.
- c. CORA engaged an accounting firm (Parker Prins Lebano) to conduct a formal financial audit. Auditor is familiar with not-for-profit organizations.

Retroactive motion to approve an auditor:

MOTION TO ACCEPT: First: Pablo Sobrino Second: Ed O'Connor

RESULTS: Auditor approved

- d. Review of Financial statement: CORA has lots of cash left due to the need to guess at costs through the year. Discussion of what to do with that cash will be determined by the board in future meetings.
- e. Auditor recommends a review of financials this coming year and an audit every second year.

Motion proposed to retain Parker Prins Lebano to conduct financial review this coming year

MOTION TO ACCEPT: First: Pablo Sobrino Second: Ed O'Connor

RESULTS: Motion approved

Motion proposed to accept the financial statements as presented

MOTION TO ACCEPT: First: Noel Kivimaki Second: Roland Legault

RESULTS: Financial statements approved

10. Elections of New Board Members

- a. As CORA transitions to a smaller board, there will be fewer positions available for elections.
- b. Four positions available at this AMM for three year positions. JF Bordeleau and Ionel Sincu have put their names forward for two of those positions.
- c. Request for nominations from the floor

Motion to nominate Roland Legault for an open position, as his term has expired.

MOTION TO ACCEPT: First: JP Bordeleau Second: Pablo Sobrino

RESULTS: R Legault nominated for a Director position approved

Motion to accept the table of proposed directors as circulated on the 25th.

MOTION TO ACCEPT: First: Pablo Sobrino Second: Kari Stachon

RESULTS: Roland Legault, JF Bordeleau, and Ionel Sincu elected as board members. The remaining board members continue their existing terms.

2021-2022 Board

Adrienne Gibson Ford	John Andrew McGregor	Noel Kivimaki
Dorrie Stass	Phyllis Bergmans	Pablo Sobrino
Frances Isabel McRae	John Patrick Clarke	Kari Stachon
Heidi Wippel	Lauri Sullivan	Robyne Anne Leslie
Holly Anne Smith	Margaret Elizabeth Pratt	Roland Olivier Joseph Legault
Jennifer Blattman	Jim Fawcett	Roland Wippel
Steve Bickerton	Samuel Edmund O'Connor	Ionel Sincu

Motion to adjourn AMM: First: Pablo Sobrino, Seconded: Noel Kivimaki

RESULTS: Motion passed

Meeting adjourned