**Cambridge Minor Lacrosse Association**

Board of Directors Meeting  
April 14th, 2025 at 6:30pm  
@ 900 Jamieson Parkway, Cambridge

**Present:** Jeff Lankowski, Kalin Wilson, Kim Ford, Kelly Gillespie, Jason Gillespie, Shayna Devoe, Aaron O’Keefe, Natasha Dalton, Katrina Campbell

**Regrets:** Paul Guse, Trevor Ford, Dylan Gillespie, Brady Campbell

**Call to Order**

Meeting called to order at 6:35pm by Jeff Lankowski.  
*M/S/C: KIM FORD / KELLY GILLESPIE / CARRIED*

**Approval of Previous Meeting Minutes**

*Motion: to approve the minutes from the March 24th, 2025 & March 30th, 2025 board meeting minutes as presented.*  
*M/S/C: KIM FORD / AARON O’KEEFE / CARRIED*

**Presidents Report**

Jeff is working on U22 player availability and JR C reimbursement rules for using Cambridge players.

Additionally, Jeff has been assisting Katrina with completing the release paperwork for the U22 players in question.

**Directors Reports**

* **Vice President Report**

The U22 registration will remain open, and dates may be extended if necessary. This will ensure all Junior team camps are completed before finalizing U22 decisions. Jeff to confirm when most Junior teams are expected to complete their camps.

Concern raised regarding Wilmot Jr C recruiting Cambridge players without compensating the minor system. Last year, Wilmot took 7 Cambridge players, and this year they are considering 4 more. This could total 11 players lost to Wilmot in 2 years, impacting Cambridge’s ability to run a U22 program. Jeff to investigate whether Wilmot is required to pay development fees and inquire with the OLA regarding their obligations.

MyLax has been purchased and made available to all coaches. This tool is particularly beneficial for both new and experienced coaches in developing practice plans. Trevor has provided MyLax access to all coaches for use.

* **Secretary Report**

Assisted with sign-ins and jersey distribution for four tryout dates covering U9, U11, and U13 teams.

Final adjustments were made to the Managers Checklist and the updated checklist has been sent to Jason for posting on the website.

* **Treasurer Report**

As of March 31st, 2025 bank statements are as follows:

CMLA: $ 28,545.68  
Bingo: $7,307.48

Several payments have been processed, including the third jersey installment from the CMLA account, coaching clinic fees for E. Girdler and D. Gillespie, and Zone 8 team fees totaling $300 for six teams ($50 per team). Additionally, LaxLife and lacrosse ball payments were made from the Bingo account, and all outstanding invoices have been paid.

Kim has worked with team managers on budgets and bank accounts, though the U11-2 and U13-2 teams still require bank letters.

In terms of registration, the total deposits to date amount to $33,634.25, and refunds issued total $4,626.00.

Kim continues to track incoming invoices, with a floor time invoice due on April 15 and the third jersey payment due by April 30. Planned activities for the coming month include monitoring incoming MOLAX payments through both e-transfer and SportzSoft, with anticipated expenses including $2,160 for floor time (12 weeks, 2 hours per week at $90 per hour) and $50 per player for pinnies.

* **Registrar Report**

Most of the player registrations are done and approved by the OLA. Currently working on completing the bench staff registrations.

Currently there are 11 U22’s registered.

Next month, Katrina will be continuing to work on getting the coaches registrations approved. Additionally, Katrina will be working on the MoLax registrations in the coming month.

* **Rep/Travel Report**

Aaron actively worked to recruit coaches for the U11-2 team. Brady was able to successfully secure Tanner Poole as the head coach. Aaron connected with Tanner to outline coaching requirements, including the need for a team manager, a certified trainer and related certification requirements, and completion of the Coaching 1 certification. Tanner shared that he would benefit from additional support, such as a Junior B or U22 assistant, but is prepared to proceed regardless. Efforts are ongoing to find him both on- and off-bench support.

Aaron requested team rosters from all rep teams, although most are still pending. He also communicated the denial of a player release request to a parent; the player has since decided to play for Cambridge.

Teams were reminded to register all bench staff in SportzSoft, with a follow-up reminder planned. Aaron is also scheduled to attend a team meeting with Tanner Poole and the U11-2 team early next week to review expectations and requirements with parents.

To enhance parent communication and engagement, Aaron requested that all coaches appoint a Parent Rep, with plans to communicate with them monthly via email to ensure any team issues are identified and addressed early.

Lastly, Aaron responded to several parent inquiries about joining the U9 team. One player was able to register and has begun attending practices. The U9 roster is now full, and unfortunately, additional interested players have had to be turned away.

* **Scheduling Report**

Kalin attended four days of tryouts to assist with sign-in and jersey distribution.

On April 6, Kalin participated in the Zone 8 scheduling meeting held in Kitchener. Work is currently underway to enter all game schedules into the Zone 8 Master Schedule. Once finalized, these details will be uploaded to the CMLA website. The remainder of the season schedule is also being finalized and will be posted online shortly.

Hotel booking links will be sent to team managers for Provincials.

* **Coach and Player Development Report**

Trevor attended the majority of tryouts and provided coaching support throughout the process.

Trevor welcomed Tanner Poole to the coaching team, adding him to both the WhatsApp group and the LaxLife platform.

LaxLife was renewed and paid for in preparation for the upcoming season.

Trevor coordinated with Paul to ensure all team coaches received the necessary equipment, including balls, cones, and goalie gear, and is continuing to work with Paul to arrange the pickup of additional equipment from Guelph for practice use.

Trevor ensured that each tryout session included at least two non-parent evaluators by coordinating with both coaches and evaluators.

Trevor also communicated with all coaches regarding bench staff requirements and key deadlines, and shared the NLPT development opportunity through the coaching group chat.

* **Equipment Report**

Paul reported that the new jerseys have arrived and have been distributed to all teams. Each team has also received an allotment of 30 new lacrosse balls.

All goalie gear requests have been fulfilled to date.

The online store is expected to go live this week as per Gary McCrae.

Paul is currently working on picking up training aids from Guelph and transporting them to Dickson Arena for use by coaches and teams.

* **Social Media Report**

Jason reported that he has updated the CMLA website, including uploading the revised Rep Manual.

Jason has also continued to actively promote the organization, its players, and events across all social media platforms.

Looking ahead, Jason plans to maintain regular social media activity with a focus on highlighting players and promoting upcoming events such as Junior B Minor Night, Croc charm sales, and the Junior B 50/50 draw.

Additionally, Jason intends to record, stream, and upload games to the CMLA YouTube channel at [www.youtube.com/@jasongillespie3178](https://www.youtube.com/@jasongillespie3178).

* **Special Events Report**

Kelly assisted with check-in during tryouts and attended the recent Zone meeting, where key updates were shared including that coaches were reminded that game sheet rosters for interzone play and tournaments are due, and they must complete their Emergency Action Plans.

Looking ahead, Kelly plans to sell Croc Charms at the arena and distribute the remaining winter swag to recipients. She is also assisting with the organization of Junior B Minor Night, scheduled for June 8 at 3:00 PM, which includes securing prizes and recruiting volunteers.

In addition, Kelly will be reaching out to local businesses for gift card prize donations, gathering information about participation in local market events and Canada Day celebrations, and assisting with the distribution of clothing orders.

* **Referee in Chief Report**

Dylan assisted with player evaluations during tryouts and created a timekeeper training slideshow, which was distributed to all timekeepers.

Dylan also attended a referee clinic to support his continued development and to stay updated on any changes for the upcoming season.

Looking ahead, Dylan plans to organize and lead an in-person timekeeper training session. He will also be submitting referee and timekeeper information to the Zone for entry into the Horizon system and will ensure that all officials have set up their Horizon accounts and are prepared for the season.

* **Marketing**

Natasha attended the April 6th Zone 8 meeting with Kelly.

The team sponsorship letter has been updated.

Natasha explored advertising options for the upcoming jersey reveal but found that local newspaper outlets were too costly and not open to providing free or discounted coverage. As an alternative, she will be working with Jason to manage the jersey reveal promotion through internal media and social media channels.

**New Business**

Coaching Clinics – there is another coaching clinic in Centre Wellington at the end of April.

MoLax – E-transfer; insurance; one hour floor time;

**Old Business**

**Date of Next Meeting**

To be confirmed and sent via email.

**Adjournment**

*Motion: To adjourn the meeting at 7:26pm  
M/S/C: NATASHA DALTON / KALIN WILSON / CARRIED*

Signatures:

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Signature Name Date

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