**Cambridge Minor Lacrosse Association**

Board of Directors Meeting  
December 18, 2024 at 7:30pm  
@ 900 Jamieson Parkway, Cambridge

**Present:** Jeff Lankowski, Kalin Wilson, Aaron O’Keefe, Kim Ford, Kelly Gillespie, Jason Gillespie, Brady Campbell, Paul Guse, Shayna Devoe

**Regrets:** Dylan Gillespie, Katrina Campbell, Trevor Ford

**Call to Order**

Meeting called to order at 7:35pm by Jeff Lankowski.  
*M/S/C: KIM FORD / SHAYNA DEVOE / CARRIED*

**Approval of Previous Meeting Minutes**

*Motion: to approve the minutes from the November 5, 2024 board meeting as presented.*  
*M/S/C: KALIN WILSON / JASON GILLESPIE / CARRIED*

**Presidents Report**

* The Bylaws are compliant with Ontario's Not-for-Profit Corporations Act (ONCA)
* The Notice of Change has been submitted
* All board members should review their position and the role and responsibilities they are required to carry out. This is to ensure that everyone is doing the tasks within the scope of their position.

**Directors Reports**

* **Social Media**
  + Posted sessions to website
  + Looking at Livestream options for games
* **Scheduling**
  + Floor time for winter sessions has been finalized.
  + Permit for floor time submitted; will know in February the times we are allotted.
  + Tryouts to start the week of March 25th, 2025 at Dickson
  + Brady has requested that we look at booking floor time that includes Friday to Sunday as well and look at increasing floor time for each team to 45 hours
  + Kalin will book hotels for provincials in advance
  + Kalin and Kim will work together for enrolling teams in tournaments
* **Travel/Rep**
  + Coaching applications
    - U5/U7 program Brady Campbell
    - U7 Bryan Ladanchuk
    - U9 Kyle Rushton
    - U11 Grant Potoky
    - U13 Todd Holinshead
    - U15 Trevor Ford
  + Aaron will reach out to the one-team coaches and confirm their team as well as update unsuccessful applicants. Trevor will reach out to additional potential coaches for two-teams.
  + Coaching Clinic
    - Dickson is not an option for a coaching clinic. Duncan is an option but there is a condition that Kinbridge and the City of Cambridge are consulted and fees paid to each for use of the floor as well as the community room. As a result, we will not move forward with the clinic this year but will revisit next year.
* **Equipment** 
  + An inventory of the jerseys has been completed
  + Paul intends to photograph the inventory of equipment that shows condition and sizing
  + The goalie equipment is mostly cat 3, we should be considering equipment for smaller sizes
  + The larger sized equipment should be sold and the funds reinvested into smaller equipment, keeping two sets of each size
  + Families have been borrowing CMLA goalie equipment after the lacrosse season ends, leading to challenges with timely returns for inventory management. Moving forward, families wishing to borrow goalie equipment post-season will be required to sign a rental contract, which includes a rental fee.
  + The rental fee will help CMLA manage and replace equipment that becomes damaged, lost, or worn over time.
* **Finance**
  + Due to the Canada Post strike the most recent bank statements for either account have not yet been received
  + Payments for the winter registrations have been coming though. In the next week, Kim will coordinate with the Registrar to confirm if there are any outstanding payment required
  + First instalment of winter sessions is due December 15: $1890.00; 2nd instalment is due February 2: $1890.00. This will be paid by Bingo funds as discussed on November 5th, 2024.
  + Balance ending September 27, 2024 was $11,040.70.
  + All but 1 croc charms orders have been paid for and picked up. We should continue to advertise throughout the holidays and year, keeping charms available to purchase at lacrosse events
  + Emailing with bank about getting Kelly added. Looking for dates for phone meetings
  + All invoices are up to date
* **Special Events** 
  + Croc charm sales are underway
  + Working on clothing and swag orders
  + Brady will connect Kelly with Dan McCrae to revisit the design for swag
  + Signing privileges from Bingo have been received. The incentives for signing up will be 2x $150.00 giftcards. Teams will be assigned dates through the season that they must cover.
  + An orientation for managers should be set up for all managers to ensure they have all the necessary information and resources. Shayna will work alongside Aaron to set this up.
  + To remain compliant in terms of privacy and confidentiality, a legal disclaimer will be added to forms identifying who has access to personal and confidential information and how it will be used by the Board
* **Secretary**
  + Nothing to report
* **Referee in Chief**
  + Nothing to report

**New Business**

* Jerseys for 2025
  + Paul will talk to All Team Sports and look at options for leasing jerseys and look at the cost of garment bags
  + Brady will look into artwork for jerseys that mirror the Jr. B jerseys, but the Minor jerseys will be sublimated

*Motion: to enforce the use of garment bags for all teams and include it as part of the mandatory game day attire*

*M/S/C: KALIN WILSON / JASON GILLESPIE / CARRIED*

**Old Business**

* Finalize Winter Sessions
  + The registration numbers are great throughout all divisions
  + We can continue to encourage registration until the 30th

**Adjournment**

*Motion: To adjourn the meeting at 9:41pm*  
*M/S/C: KALIN WILSON / KELLY GILLESPIE / CARRIED*

Signatures:

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Signature Name Date

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Signature Name Date