



Nepean Knights Minor Lacrosse Association
 Executive Meeting – Thursday February 22, 2024, 7-9:00pm
 Bell Sensplex, Meeting Room
 1565 Maple Grove Road (Kanata)



Present: Jill Balcom, Al Brown, Jo-Anne Green, Sophie Green, Derek Herfst, Phil Kiazzyk, Mark Lange, Cheryl Scott, Sheldon Speers, Erin Petruska, Jessica White, Jon Zywicki, Nicole Zywicki

Absent: Dan Leduc, Tyler McDonald, Jeff Zywicki

Welcome and Call to Order – Al Brown (initiated), Sheldon Speers (seconded)

Land Acknowledgement – Al Brown

1. Opening Remarks (Al Brown/Jon Zywicki)

- Toronto Beaches vs Orangeville Northmen is confirmed scheduled on Saturday June 29, 2024, 7pm at Howard Darwin Arena.
- Looking forward to the arrival this fall of the Ottawa Black Bears NLL team.

2. Treasurer & Registration Report (Nicole Zywicki and Jessica White)

- Registration Update
 - [Registration and Budget Update February Meeting - Google Slides](#)
 - Registration continues until March, so we are currently watching and waiting on final numbers.
 - We are already receiving many inquiries regarding days of play however we can not provide answers until the registration numbers are closer to final (in order to determine scheduling).
 - We should see an increase in registration as we get closer to March 4th. At the moment we are approximately at the halfway point to our goal.
 - If we determine there are concerns regarding the projected vs actual registration targets, we will start reaching out to association members and increase socials to encourage people to register.
 - Following the “Try Lacrosse” event on February 17, we’ve had approximately 60 youth register which is great.
 - Current status (as of today) we have 329 full registrations, which includes players who have paid in full for the season, however we have a total of 403 which includes players who have paid in full for the season as well as players who started registration but have not yet completed/paid.
 - Reminder to the board, all board members, including the directors-at-large, need to register in order to be covered by the OLA. Please ensure that you register correctly and if you require a PRC form, talk to Erin P.
 - Coaches who have been named should also start the PRC process to ensure its done in advance of the season/try outs.
 - Hoping to get a bank account under the association account. Master account, with the sub accounts.



Nepean Knights Minor Lacrosse Association
Executive Meeting – Thursday February 22, 2024, 7-9:00pm
Bell Sensplex, Meeting Room
1565 Maple Grove Road (Kanata)



- Budget Update
 - Nicole is working on obtaining a master NKMLA bank account. Once this account is established, the hope is to create sub-accounts under it for each team that will remain in place at all times. Each season as a team treasurer is identified, they will be added to the team account (then removed at the end of the season). The hope is to streamline the banking process and make it more efficient for everyone (teams and treasure etc.).
 - Review and discussion of the proposed addition of the Borrowing Bylaw was discussed. [Knights Bylaws updated February 2024.docx - Google Docs](#)
 - Resolution of the Addition of Borrowing Bylaw (to the KNMLA Bylaws) was unanimously approved by the board (2024/02/22). Resolution signed and filed with RoD.

- New Policy on Team Fees & Sponsorship
 - In the past, team fees were quite low, and fundraising was unnecessary, however as costs increase, this is an option that some teams may want to explore to help lower team fees.
 - Subsequently, a policy on team fees, fundraising and sponsorship needs to be considered to ensure teams are equitable, as well as avoid situations in which individual teams are competing with the association to obtain sponsorships.
 - A few ideas to consider for the policy includes:
 - Policy that teams may not raise more money then their overall budget
 - Set a limit on how much a team may raise/collect (ie they can not collect over \$500 overall of the budget)
 - Clearly define that teams may not be profitable
 - Create a policy that if a team raises too much money (over the established amount), then 50% will be deferred to the association.
 - Creation of a set amount that individual teams may accept from sponsors.
 - Defining fundraiser vs sponsorships should be clear in the policy, as well as defining a lacrosse expenses vs unnecessary items (i.e. bus rental/bathing suits) in consideration towards money collected for the team. This could also include defining what a team may use fundraised/sponsorship money towards, vs when funds should be diverted to the association.
 - Another consideration to include is how do we address relationships that result in sponsorship money to a specific team? How should/would this be managed?
 - We need to examine this in more depth and discuss further. This policy needs to be as clear as possible. All board member should take a look at the preliminary draft and add to it, or include comments so we can get it finalized.
 - The Team Fees and Fundraising Policy was discussed by the board. [Team Fees and Fundraising Policy Draft.docx - Google Docs](#)
 - Resolution - deferred at this time to allow the board to review the initial draft of the New Policy on Team Fees & Sponsorship. Resolution will be discussed at the next meeting.



Nepean Knights Minor Lacrosse Association
Executive Meeting – Thursday February 22, 2024, 7-9:00pm
Bell Sensplex, Meeting Room
1565 Maple Grove Road (Kanata)



3. Vice-President Report (Jon Zywicki)

- Tournament Update (Home & Away)
 - The Nepean Knights Capital Showdown is scheduled for June 7-9, 2024.
 - Currently we have six teams registered for U11, five at both U13 and U15, and four at U17 however we may struggle at the U9 level again this year.
 - There may be a slow down on tournament registration during the tryout period and until teams are formed. We are hoping we see an increase once this is done for the majority of teams.
 - It is not expected that the OLA will expand tournament limits until everything is full.
 - Another consideration is teams may decide to stay in their own zones.

- Coach Selection Summary & Upcoming 2025 Policy
 - The coaches on the boys side were announced on the website.
 - The announcement for coaches on the girls side will follow once the selections are made.
 - New Coach Selection Policy – Jon has created a draft framework as a starting point for the board to look at and expand upon. The coach selection policy needs to include clear guidelines, timelines, detailed processes, verbiage and anything else required to ensure selection is consistent, as well as documented so the board can confirm each selection underwent the required steps. Part of the policy will include the creation of a panel, conduction interviews, detailing how recommendations are made, presenting the recommended coaches to the board, board deliberation on selections and subsequent approval and announcements of coach selections. We want the KNMLA Coach Selection Policy to be well documented and transparent. Jon will share this document with the board so once received, please take some time to review and contribute.
 - Recently a candidate for the U9 team has completed two conversations/interviews, with a 3rd pending. This individual is qualified, is an experienced coach, has been a successful coach, and has been in the KNMLA association for a while. This candidate has expressed interest but needs to confirm his availability. If he is able to take the position, the recommendation will be to accept him as the head coach for the U9 team. An assistant coach for this team has already been identified (however due to his schedule, he can not take on the head coach role). To be proactive and efficient, the board discussed this recommendation and determined that a pre-authorized resolution should be considered.
 - Resolution – The board has pre-authorized the acceptance of the recommendation to appoint Kirk Kealey as the U9 head coach for the 2024 season through a unanimous vote on this date (2024/02/22). Resolution signed and filed with RoD.

- Scheduling Update (Introducing Debbie, and Tryouts)
 - Debbie is currently hard at work on the scheduling for the upcoming season.
 - Although Debbie is currently away, the 2024 Try-out schedule is available. Phil will share it with Sheldon who will post it on the website/socials.
 - Try outs for Team 1s will commence on April 2, 2024 at Bell arena, and will be completed by Sunday April 7th, 2024. Team 1 tryouts will consist of four sessions (with the exception of U9, which will be three sessions).



Nepean Knights Minor Lacrosse Association
Executive Meeting – Thursday February 22, 2024, 7-9:00pm
Bell Sensplex, Meeting Room
1565 Maple Grove Road (Kanata)



- Try outs for Team 2s will commence on April 9 2024 and will take place at Bell and Howard Darwin arenas. Team 2 tryouts will consist of three sessions, however if needed a fourth session will be added (it is reserved if needed).
- There will be a Team 2 at the U11, U13, U15 and U17 levels.
- Debbie has the floor time for the Capital Showdown sorted as well.

Girls Scheduling

- The Girls schedule will come soon, along with the coaching clinic.
- To note for the girls – it would be ideal if the girls could start on the 15th (as opposed to the 22nd). This will be looked at but we do have time to figure it out (as we have 30 days with city).
- Jill utilised the registration numbers from last year to guide the creation of the House League schedule for 2024.
- Although there may be the odd exception, Phil and Debbie will try to place the girls at the same location (or within close proximity) as the girls often play up/together so we need to ensure they can do so easily and conveniently.

Other Scheduling

- Goalie training - once a week for the first part of the season is being considered.
- Weekly open run - Hunter Gibbons is interested in running a weekly open run if we're interested in hosting it. This was conducted last season and was well attended, the kids loved it and there were many benefits of having it. It would consist of a nominal fee (i.e. \$5 drop in fee). This Open Run session concept was conducted last season and there was quite a turnout. If there is an appetite for it we should consider it as it not only will help develop players, but can be used to raise funds.
 - We should consider asking coaches to participate in this activity as well (Mark will give them a heads up that this is an event that their participation will be requested).
 - We could reach out to the new Black Bears Lacrosse team to see if they would be willing to advertise these sessions, as well if they had a player or two who would be willing to come out. This would give them exposure, while providing our players the opportunity to learn from NLL players.
 - To consider how to proceed with this. Should we set up a dedicated/set schedule of sessions, or use the sessions to fill up extra pad time as it becomes available?

4. House League Update (Jill Balcom / Jon Zywicki)

- Sheldon (with input from Phil) is working on adding a “Coming Soon” for the girls program.
- House League days of play will be announced soon.
- It has been confirmed that the arena locations will consist of: Bell Arena, Howard Darwin, Richmond, Johnny Laroux, Jack Charron and eventually Minto.
- House League games will be conducted during the week, while practices will be held on the weekends (to accommodate other sports/cottages etc.)
- House League sort outs will consist of all players attending three sessions. This will allow for all the players to meet (as opposed to smaller sessions). These sessions will include the hitting clinic (safety session), as well as skills. The coaches will be able to meet the players at once, and evaluate their skills before placing them on a team. Additionally these sessions will allow for new coaches to obtain guidance, training and support.



Nepean Knights Minor Lacrosse Association
Executive Meeting – Thursday February 22, 2024, 7-9:00pm
Bell Sensplex, Meeting Room
1565 Maple Grove Road (Kanata)



- We are not yet ready to advertise community based team concept. But when we are talking with people we can indicate this will be coming and will be a consideration (geography for team formation). When we're ready, we'll reach out to coaches during the hockey season and suggest they consider putting the team into the house community program so they can try lacrosse. When we work on logistics we'll include friend request guidelines (for example if both players are registered, and paid in full, then a friend request will be reviewed, as well both youth must make the friend request so they match).
- Jill would like to change the U15 house from Monday/Wednesdays to Thursday/Saturdays. This will be considered once we have a better sense of registration numbers. Sub-committee meeting to be set up.
- Social media / promotional video – A grade 12 high school class is offering to create a video for the house league program for our socials. Jill will advise them to reach out to Sheldon who can work with them and screen it before it is uploaded.
- Socials – Sheldon reiterated that he does not have exposure to the House League program and would like to find a way to obtain photos, videos and game results so he can increase the social presence of the KNMLA House League program. Some suggestion include offering teens volunteer hours if they send him house league videos, asking score keepers to take videos or photos and sending them to Sheldon. A consideration – why don't we include this as part of the Timekeeper job description? They can take a photo or two of each House League game, and send them, along with scores to Sheldon to post. Additionally, we need to encourage coaches and managers to email videos and photos so they can promote the program.

5. Girls Director Update (Jo-Anne Green)

- Coaching selection is continues to be challenging because we don't always know what teams we'll have season to season.
- Jo-Anne will need two people from the board to aid with coach selection, specifically to meet with two specific coaches to;
 - Review coaching ethics to ensure the right people are selected, and guidelines are followed.
 - Meet with Achante
 - Meet with Hunter (U17)
- The U22 bench is determined. At the moment, we are hoping to have a U13 team.
- We are still missing a U15 head coach, however there is an Assistant Coach identified who has coaching experience.
- Friend requests will be considered but primarily only for new players.

Releases & Late Fee

- There are six girls waiting for releases from Kingston, however their release will be after our registration date (so they would be charged the \$50 late fee). There are four who are U22, and one who is U17. There is not a program for these five girls so releases shouldn't be an issue.
- What will need to be considered is geographics and zones. These girls will need to be released by Kingston, then released by the next nearest zone, which may not necessarily be the Knights, before joining the NKMLA. Jo-Anne will send Jessica their addresses and emails



Nepean Knights Minor Lacrosse Association
Executive Meeting – Thursday February 22, 2024, 7-9:00pm
Bell Sensplex, Meeting Room
1565 Maple Grove Road (Kanata)



so Jessica can identify if any of them have to obtain a secondary release, and who they will need to get it from before they come to our association.

- Jessica can address this manually in the system to provide them the 50\$ deduction so they are not penalized due to date incompatibility.
- Hunter spoke with Jo-Anne as she may want to run a girls session at a more elite level (i.e. girls trying for Team Ontario), however we need to examine if she will require insurance separate from us, as well as how this would be put in place. There are various considerations.

Mind-set Sessions

- Last year one of our coaches and her assistant coach ran mind-set sessions for their team (i.e. similar to dryland training). It went over well, but there were some concerns so it was halted. They have indicated they would like to run these sessions again this season.
- There are a lot of considerations surrounding this type of situation and the board will need to determine if a policy will be required for it, or similar requests. We want to ensure that any supplementary offerings are conducted by those with proper credentials, while also considering conflicts of interest, and the aspect of association insurance applications/risks. Are parameters, outlining what supplementary training teams can partake in, who may provide the services etc. required? If teams want to use services to improve their teams skills, at their own cost, would they need to be included in their budgets (thus discussed with the team prior to budget finalization)? If it is included in the budget it can then be reviewed by the board at that stage. These are all considerations we need to discuss in more detail.
- Until we have a formalized policy and criteria for this type of offering for teams, we need to have baselines. The board has requested that a written proposal be provided so they can review and further discuss. This document should include credentials, session plans and any other relevant information.

6. Try Lacrosse Update

- With much thanks to everyone who helped set it up (Jill, Derek, Phil, Jen, Sophie etc.), the February 17th Try Lacrosse Event was successful. There were many alumni and active players who participated, which was excellent, and having Colin Gallager there was a great experience (he was wonderful with the kids).
- There were 56 kids and they all appeared to have fun and enjoy it. Additionally a father was there who is lacrosse experienced and will have a U11 daughter in the system so we may want to reach out to him for engagement within the team.
- Next time we may want to consider discouraging or limiting parents on the floor, however this may be difficult with little ones who need parents with them. To consider separating the floor so younger players can be grouped and separated so if parents need to be there, its in a designated area, thus allowing the older players to interact sans parent?



Nepean Knights Minor Lacrosse Association
Executive Meeting – Thursday February 22, 2024, 7-9:00pm
Bell Sensplex, Meeting Room
1565 Maple Grove Road (Kanata)



- For the first time feedback from parents was received. People reached out to indicate they fully enjoyed the Come Try Lacrosse event and some even indicated they subsequently register as a result. This proves it is a worthwhile event.
- Moving forward we should consider holding more than the one session, perhaps one a month (December, January and February). We could also consider charging a nominal fee to participate instead of free.



Nepean Knights Minor Lacrosse Association
Executive Meeting – Thursday February 22, 2024, 7-9:00pm
Bell Sensplex, Meeting Room
1565 Maple Grove Road (Kanata)



7. Other

a. Winter Lacrosse Update (Mark)

It continues to go well, we have great numbers, even at the 7am session. Coaches have been great with Hunter conducting the first hour, and various coaches continuing after. There is a good turn out to both sessions.

b. Timekeeping

We need to post that we are looking for timekeepers. Sheldon will post it, with a request to email Phil.

c. Competitive Clothing (Jessica White)

Shorts - We need to look into different supplies for shorts this season due to the issues we had last year with the new type of shorts used.

The left over shorts could be offered to the house league players (one consideration).

Try out T-shirts – Discussed the potential to bring back free t-shirt for competitive tryouts, especially now that there is an increase of tryout fee. This is not only incentive but free advertising.

The board discussed and determined that the initial decision to not provide free t-shirts at tryouts will remain in place, however the discussion regarding having clothing available at tryouts, and other events (i.e. tournaments, games etc.) may be something to consider and discuss further.

d. Competitive Benches - Suggestion to explore the possibility of having Axeman players on our benches as coaches, and in exchange we provide an incentive (perhaps sponsor that player and pay a set amount toward their team fee/requirement). This facilitates knowledge sharing, closer relationships as well as supports each other. Mark was asked to put something in writing so the board may discuss in more detail.

e. Banners – Jessica will work on getting all the KNMLA banners installed at arena this season.

f. Release committee people needed – If your interested in joining the committee please reach out to Al. Ideally the committee should be a panel of three. Any board member can participate and will be trained accordingly.

g. Give Away Stick Reminder – Reminder we are only providing sticks to players who are brand new to lacrosse (and its their first season) and who are playing at the house U9 or above level. We are not providing U5 or U7 free [sticks\[1\]\[2\]\[3\]\[4\]](#).

Move to adjourn the meeting: Al Brown (initiated), Sheldon Speers (seconded).