

Titans Water Polo Executive Team Meeting
Thursday, December 21, 2006 from 1830 hrs to 2030 hrs
Ottawa University, Montpetit Building, Room 103
Approved Minutes

In attendance:

1. JP Caron, President
2. Paul Massel, Facilities Director
3. Deb Wilson, Registrar
4. Alka Steenkamer, Secretary
5. Pierre Tremblay, Past President
6. Nicole Le Saux, Special Events Director
7. Hurd Stein, Competitive Director

Regrets sent from: Damian Laflamme (Treasurer), Deanna Barry (General Manager) and Cathie English (Director of Fundraising)

Meeting commenced at 1840 hrs.

Adoption of agenda

Adoption of November 30th minutes.

Moved by: Paul Massel; Seconded by: Deb seconded.

Highlights from Report from Treasurer:

1. JP noted that Damian was unable to attend the meeting. Key highlights of Damian's email shared with the Executive prior to the meeting were: 1) The Audit of the 2005-06 financial records is progressing well. The audit should be completed by January 15th. **Action: Damian will provide details on the Audit findings and update on 2006/07 finances at the January meeting.** 2) Some financial pressures this year: a) It is anticipated that ILWP revenues will be down significantly (\$15-20K) this year; b) Pool costs are about \$15K higher than estimated; c) Administrative costs will be higher due to hiring of a full-time General Manager; and d) Need for significant investment in equipment (clocks, nets, caps, etc.). 3) **Action: Tanya needs more signed cheques.**

Report from Registrar:

1. New members have joined the club increasing the number of competitive athletes to 117. Deb is currently registering athletes for provincial tournaments to take advantage of early birds rate. The deadline is January 3rd. **Action: Deanna needs to provide Deb with cheques.**

Report from Competitive Program Director:

1. A number of coaching changes have occurred: 1) Alison Davis and Steve have both stepped down as coaches for the Piranhas effective January 1, 2007. Jen Hampton will be covering two of the practices and Kasia Hart the other two.

- Only 3 or 4 girls are showing up regularly to practice. **Action: Need to address what the issues/concerns are related to Youth girls' attendance.** 2) Egon Kiss has been hired to help out with technical coaching issues for the 6 older teams.
2. An Ontario Provincial Senior Water Polo League is being planned to start up in the first half of 2007. The plan is that 4 university teams from the following cities - York, Toronto, Hamilton, and Ottawa – will participate in the league from January to March with possible involvement at the Senior Nationals. The Piranhas will be part of this league.
 3. There has been some dissatisfaction expressed by the Marlins with the level of tournament involvement. Corrective measures are being taken.
 4. Code of conduct meeting is being planned. It is difficult to organize. This meeting should be a regular event in each competitive year and should be held early in each new session.
 5. The Managers meeting was held on December 4th. It was well attended.
 6. Dragan Jovanovic (Men's National Head Coach) and David met recently to discuss the establishment of the National Men's Development Centre in Ottawa/Hull area. The Club has committed to fully supporting this Centre by donating one 2 hour pool time slot per week. The Hull Club and Carleton have been asked to do the same. Pierre Fiset has been confirmed as coach for the program.
 7. The Executive discussed the Head Coach's bonus. **Action: JP will follow-up Dave regarding his bonus requirements.**
 8. Referee clinic is planned for early January. The Executive discussed making it mandatory for older athletes as the Club is experiencing difficulties finding suitable referees for their tournaments. **Action: JP, Deanna and Hurd will discuss how best to engage the older athletes to participate.**

Report from Special Events Director:

1. Organization of the Titans Cup and February Cadet Tournament is on schedule; no operational issues. Titans' computer went to KW for upgrade of computer program. All Ontario Clubs are using program to record tournaments' statistics. The plan is to have two computers on deck, one for each tier. Back-up sheets will still be completed. The targeted tournament organizational meetings were a good idea and a good way to secure volunteers for all key positions.
2. Nicole had a teleconference with Deanna and David regarding the summer camps. The Titans summer camp will take place in August on the same dates as in the past. There will be a different program for the younger and older athletes. Deanna is trying to secure Dragan Jovanovic for one of the camps. **Action: Need to determine when and where the Tech Polo Camp will take place.**
3. Nicole recommended that there be an email sent to Club members asking all parents to work at getting sponsorship for the Titans Cup. This email should also be directed at the parents of Cadet Athletes. Pierre Tremblay suggested that Andrea Kennedy and Cathie English should get together to discuss sponsorship and acquisition of merchandise for the Titans Cup. **Action: JP will follow-up with Cathie.**

Report from Facilities Coordinator:

1. Paul indicated the Club had the third week in August at the NSPLX for Titans summer camp. The Club might need to accommodate camps by others that may be scheduled at the same time. Plan not to publish exact hours in the summer camp brochure to allow for maximum flexibility.
2. Booked pool times for Stay-in-Shape program. This program may not be challenging enough for the older athletes. Pierre had suggested linking with Carleton University summer water polo program. Nicole indicated that corrective actions based on past summer lessons learned regarding the Stay-in-Shape program will be applied.
3. Jim is soliciting the Club's participation as well as the support of other aquatic sports to put more pressure on the City of Ottawa to enhance our services/support. **Action: JP will follow-up with Jim on this matter.**

Report from Director of Fundraising deferred to next meeting. Lottery fundraiser will probably be run in March.

GM's report appended to minutes. **Action: JP will follow-up with Deanna on actions required.**

Investment Strategy

1. An investment strategy will need to be developed early January. This will be linked with a broader Club vision/strategy.

Equipment

1. An equipment acquisition/replacement and maintenance plan will need to be developed for the Club. **Action: Hurd and Deanna were asked to come up with a plan.** Club should consider purchasing equipment with University of Ottawa.
2. Regarding game clock at NSPLX: The Executive agreed in principle to purchase the entire Daktronics clock. Deanna will determine scheduling and source of capital funding. While Club is awaiting delivery of Club, Deanna will get an electrician to repair the existing game clock for the upcoming Club sponsored tournaments. If clock can not be repaired, the Club will follow-up with Carleton to borrow their clock.
3. The Executive decided to buy 6 nets: 2 Ottawa U; 2 Teen Polo; and 2 Orleans at a cost of \$300 per nets as well as 2 portable shot clocks (1 set).
4. **Action: Pierre Tremblay will follow-up with DuPont about the foam to repair the nets at NSPLX. Pierre forecasted the cost of the foam to be between \$400 and \$600.**
5. Balls have not been ordered. Deanna indicated that these are needed. **Action: JP will follow-up with Deanna regarding the balls.**

Miscellaneous:

Action: JP will write a letter on behalf of the Executive introducing Deanna as the Club General Manager. The note will request all parents seek out sponsorship for Titans Cup.

Executive discussed the start-up of the Women's league between the Ravens, Ottawa U and Titans athletes as this was a great experience for all involved last year and allowed the Club athletes to play in a less structured and intense league. **Action: JP will investigate and report back to Executive.**

JP indicated that an early January, 2007 meeting will be scheduled to make decisions regarding the budget.

**Titans Water Polo
General Manager Report to Executive
December 20, 2006**

Competitive Program

- Now monitoring tournament budget proposals and reconciling final budgets with Team Managers. Disbursements requested from book keeper.
- Have organized a Regional Referee Certification Course the week of January 2 (approved by Hurd Stein, and with the assistance of Head Coach David Hart).
- Assisting Marlins and Bull Sharks Team Managers to organize team meetings.

'I Love Water Polo' Program

- Fall session has wrapped up
- Coaching payments have been requested
- A few more registrations in. Still confirming many players who have not yet committed to winter/ spring session.
- Distributing brochures and posters across the City, promoting 'try it for free'.
- All coaches and team managers are confirmed for winter/ spring session (one TM may need to be replaced if her daughter moves to Teen Polo)
- Recent team lists have been sent to all coaches and team managers to follow-up with players.
- Final preparation of the league night schedule for winter/ spring session is underway. Will be posted on website once complete.

Issues/ Concerns for ILWP Program:

- *Recruitment of new players*

- *ILWP late registration/ refund policy must be finalized so it can be posted on website.*
- *ILWP coaches require a more formal coaching mentoring program.. It is a priority for the ILWP program that this issue be addressed and a plan put into place*

Teen Polo

- Interest in this program continues, with increasing registration.
- We were able to provide 3 scrimmage opportunities to this team for the fall session, as per the plan. **Now need to ensure we plan 5-6 opportunities for the winter/ spring session.**

Equipment

- Five sets of competitive caps were ordered. Team Managers are anxiously awaiting their arrival for the tournament season.
- Balls and nets not ordered. **Direction required by General Manager.**

Issues/ Concerns for Equipment:

- Game Clock options were submitted to Titans Executive on December 18. *Decision required by Executive at December 21 meeting.*
- Repairs to nets at NSP are still required. *Advice needed by General Manager as to who could fix these in time for first ILWP League Night on January 14.*

Special Events

- Guidance and mentoring being provided to Tournament Directors for both the Titans Cup and Cadet Invitational tournaments.
- Special Events Director, Head Coach and General Manager have met to discuss content of 2007 Summer Camp. Initiatives underway to secure guest coaches and clinicians. Budget and brochure will be completed in the next month, to be presented for approval.

Issues/ Concerns for Special Events:

- *Whatever new game clock we choose will not be delivered in time for Titans tournaments in January/ February. Solution needed to secure a game clock for these two tournaments.*

Miscellaneous

- A number of pieces still to be transitioned to General Manager first thing in new year, including:
 - Senior Program/ Performance Polo details
 - Meet with Paul Massel to hand over facility booking tasks
 - Meeting with book keeper and Finance Director to determine tasks.
 - Receive blank cheques and take action to have signing authority

Respectfully submitted,
Deanna Barry
General Manager