



# 2014 Operations Report

Gloucester Minor Lacrosse Association

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Authored by: Greg Rampley

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## Gloucester Minor Lacrosse Association

Dear GLA Members,

Please find enclosed the 2014 Operations Report for the Gloucester Minor Lacrosse Association (GLA). I took on the role of interim Vice-President of Operations for the GLA in May of 2014. In this capacity, I oversaw the GLA's off-floor activities largely with the help of the following GLA board members: Carol Brazeau (Purchasing Director), Leasa Kay (Registrar), Doug Nahirney (Equipment manager), Reese Adeney (Culture Keeper) and Dave Smith (Life time member – general advice). I also served as the website coordinator and floor time scheduler. The GLA positions of Apparel Coordinator, Fundraising Director and Purchasing Director were vacant this past season. These vacancies have put pressure on the GLA's ability to promote and recruit new players to the sport as well as fund new training opportunities for players and coaches.

The 2014 season saw the adoption of a new web management system (LeagueToolbox) complete with content management and online payment features. The GLA also selected Lacroix Sports as the Official Supplier for all of the GLA's Equipment and Apparel needs for the 2014 & 2015 seasons. The GLA executive created a new position, Culture Keeper, to undertake activities & communications that serve to develop, strengthen and/or maintain a positive, character-building youth sports experience for all athletes in the GLA.

Looking forward, the GLA has a significant number of "catch-up" equipment purchases that need to be made early in the 2015 planning season (House League jersey's, Competitive jersey's, goalie equipment, etc) in order to get back on an annual cycle of retiring and replacing association supplied equipment.

Sincerely,

Greg Rampley

GLA VP Operations

## Purchasing

### Highlights

- The GLA conducted an RFP process attracting three bidders. Carol Brazeau (Purchasing Director) recommended that Lacroix Sports be selected as the official vendor for the next 2 years. GLA board members voted unanimously to accept.
- Prior to entering into the agreement with Lacroix, the GLA purchased surplus lacrosse equipment from a vendor (T Litzen) exiting the business. Equipment was distributed to GLA members at cost. Some of the equipment was used to replace worn-out GLA equipment.
- The Junior C division moved to larger nets this season, resulting in an additional set of Jr nets to be purchased. The purchase cost was covered by the city and the default location for the nets is going to be Kilrea (a set already exists at Armstrong).

## Equipment & Jersey's

### Highlights

- The GLA has discontinued the practice of providing goalie helmets due to health and safety reasons. Throat protectors will continue to be provided along with the other goalie gear.
- GLA facilitated a used equipment sale in early April for members to sell their used equipment.

### Looking forward

- GLA House League jersey's need to be replaced. Sets are incomplete, worn-out and/or incomplete.
- GLA equipment replacement strategy needs to be revisited and lifecycles attached to the various goalie equipment sets in order to facilitate an annual replacement cycle.

## Registration

### Highlights

- Five in person registration sessions were held in 2014 (in addition to the ability to register on-line):
  - 14 Jan – Jim Durrell; 29 Jan – Ray Friel; 19 Feb – Leitrim; 19 Mar – Jim Durrell; and 2 Apr – Earl Armstrong.
- GLA required all Executive Members and Competitive Coaches to obtain a Vulnerable Sector Police Check for the 2014 season.

### Looking forward

- The GLA should investigate having members enter registration details directly into the website during the in person registration session to eliminate the step of having the registrar/website coordinator entering off-line registrants manually.
- GLA planning to extend Vulnerable Sector Screening Check to house league coaching staff for the 2015 season.
- GLA looking to add privacy officer duties/responsibilities to the Registrar's position in 2015. Likely to be an OLA requirement going forward.

## Website & Social Media

### Highlights

- Greg Rampley (Website Coordinator) recommended that LeagueToolbox be selected as the provider of League Management software and provider of online payment of registrations (\$300 annual fee + \$2.00 per registered player. Online payment processing results in additional fees. System selection approved by the GLA board in operating on January 15, 2014.

### Looking forward

- The GLA should invest in its social media presence (Website, Twitter, FaceBook, Pinterest, etc) as a means of communicating and distributing information to its members.

## Fundraising

### Highlights

- GLA purchased & sold 51 CRADLEBABY stickhandling tools for a profit of \$5 per item (headed by Kyla White)
- A new GLA by-law was adopted to govern fundraising in the GLA:  
*GLA BYLAW #16*

*All Fundraising efforts by individuals or teams of the GLA will be approved by the Board of Directors in order to ensure that efforts are in line with the vision and goals of the GLA. Fundraising efforts should be used as a team building opportunity and as such, team events will be prioritized over individual efforts. Requests to conduct fundraising must be forwarded to the President using the approved GLA form (see attached that would be posted to the website with a link inserted here) a minimum of 14 days prior to the planned event for consideration by the GLA Board. All funds raised must be used by the team for the board approved event. Should funds raised exceed the initial estimate, the GLA Board must be informed in writing within one week of the event and the GLA Board will maintain the right to have the final decision on where said monies are allocated. Any unused funds will be returned to the GLA by August 15th of the current season.*