## **Richmond Munster Minor Hockey Association**



## 2020-2021 AGM Director's Reports

Prepared by Matthew Covey, RMMHA Secretary

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# President's Report

The 2020-2021 season has been an unprecedented and unpredictable one for all minor hockey associations. Planning was always a challenge as decisions made were often deemed irrelevant or unfeasible shortly afterwards as the public health and government guidelines were constantly changing. I would like to thank all members, team staff, and players for bearing with us through this difficult season as we worked our way through uncharted waters.

As a board, we are extremely proud of our ability to keep the players on the ice throughout challenging times while maintaining public health guidelines. In my work life, I unfortunately was aware of a number of young people in our community who have struggled during the pandemic. Although I am no expert, it is my personal belief that the exercise and social interaction generated by keeping the players on the ice as much as possible, was beneficial for their physical and mental wellbeing. As a result, when we were able to restart in early February, we worked hard to add more ice per week for each team in addition to adding ice during what would have been the March Break and during the first week of April. This allowed the RMMHA to get very close to the original ice allotment per team that was planned for the year.

The 2020-2021 season saw:

- The navigation of everything Covid;
- The amalgamation of Hockey Eastern Ontario (HEO) and Hockey Eastern Ontario Minor (HEO Minor) into one organizational structure;
- The continued partnership with Osgoode Rideau Minor Hockey Association (ORMHA) to offer our members a tier 3 competitive program (Osgoode Richmond Romans).

2021-2022 will (hopefully) see:

- A return to normal hockey including game play within the Lanark Carleton Minor Hockey League for our house league players and the within the appropriate competitive league for our members within the competitive programs;
- The replacement of the remaining team sweaters (postponed from the 2020-2021 season);
- The implementation of atom pathways;
- A return to partnering with Osgoode Rideau Minor Hockey Association (ORMHA) to offer the the Winter Classic House League Tournament;
- A new district chair.

As I have done the last couple of seasons, I would like to thank the following for the roles they play within minor hockey:

- The members of the district executive who work to ensure the smooth operation of the district and specifically to Tim Sheehan (district chair) and Glenn Austin (vice-chair) for their leadership and support;
- Tom Stephens (President, LCMHL) and the LCMHL board members;
- The coaches, trainers, and managers who work directly with our players to create lasting memories for our members;
- Other volunteers who give of their time to enhance the experience of all involved;
- The families of our players who support our players;
- Our players who represent the Richmond Munster Minor Hockey Association in a positive manner;
- The community members who sponsor and support our association;
- This year's safety officers who have helped teams this season navigate the Covid-19 landscape;
- And finally, and certainly not least, the members of the RMMHA board who dedicate countless hours of service to provide a positive experience for the youth of our community.

The successful operation of the association depends on volunteers. As a result, I would encourage members to become involved whether as a coach, trainer, or team manager or as a volunteer in some other capacity including that of a board member.

The situation surrounding Covid-19 has created a great deal of upheaval within the minor hockey community. I understand that the impact on minor hockey is less significant than the possible impacts on your families but I am hopeful that before long we can put the pandemic behind us and return to a more normal life.

As I depart form the role of RMMHA President, it has been a pleasure to serve the community in this role and I wish to thank the board and community members for their support.

Wishing everyone a great offseason,

John Sunstrum

# Vice President House

The 2020-2021 hockey season was like none other. While unfortunately, we did not have the opportunity to play against other teams in league, tournament or play-off games, the season did offer positive experiences for our youth.

Our children were able to get on the ice, work on fitness levels, hone their skills and, most importantly, get out and have fun. Every year, our house league teams are tiered, based on the skill level of players. This year we were unable to have proper sort-outs and the hockey operations team decided to make groups based on age rather than ability (i.e. second year players with second year players and first year players with first year players). Away from the ice, students were unable to socialize as they normally would at school and in the community, only leaving home for specific reasons. Having the groups comprised of same-aged cohorts provided the players with not only ice time, but with safe and invaluable personal connections with friends whom they may have never played with before, or ever again. In my opinion, that was the greatest asset RMMHA offered to the players this year.

I want to express my gratitude and admiration for the members of the executive who volunteered their time and had to make many difficult and unprecedented decisions, with the ability to adapt and pivot as the landscape kept changing. This included handling budgets accordingly, shifting ice times based on evolving protocols, overseeing safety measures and managing hockey operations through turbulent times. Twice during the season, Ottawa reverted to Red Zone protocols and in January, there was a complete shutdown. Throughout the season, we faced difficult and unique decision-making moments. While other associations paused or shut down, RMMHA forged through allowing our youth to seek healthy and worthwhile physical and social outlets at the rink. As a member of the executive, I understand the complexities and difficult situations the association faced, and as a parent, I appreciate the decisions made so my children could continue playing.

I also want to express my gratitude to our members. Parents who were patient, understanding and adhered to the new protocols and ever-changing expectations thrust upon them this year. Most importantly, I want to thank our players. From what I saw and feedback provided, our players were consistently positive, happy and exemplary representatives for our association and community at the arenas. We still do not know the full picture ahead for the upcoming season; however, after this year I am confident our players will have an enjoyable and worthwhile 2021-2022 season.

Craig Dunn

**RMMHA VP House** 

## **Vice President Competitive**

The Tier 1 and Tier 2 Competitive programs had a successful season despite the challenges brought on by Covid-19. The Upper Canada Cyclones ran practices and in addition, played exhibition games against both the Ottawa Jr 67's and the Eastern Ontario Wild.

Furthermore, most teams within the Ottawa Valley Silver Seven held team practices, as well as scrimmages against the Gloucester Rangers. These scrimmages were well received by the membership and made the challenges of transitioning between the different levels of restrictions and shutdowns worth the effort.

Tryouts for Tier 1 and Tier 2 Competitive Levels plan to be held in August, when Public Health allows league play to resume.

### **Bantam Protection Draft**

Congratulations to the following players on their selection in the 2021 CCHL Bantam Protection Draft.

Brandon Carr - Carleton Place Canadians Jack Knox - Smith Falls Bears

Sincerely, Andy Castellarin

## **Director of Hockey Operations**

This season was for sure one of the most challenging we have had to date with the ever changing COVID restrictions.

Through it all we were able to offer our kids an on ice program in the Fall and Winter, which allowed them continue their minor hockey development, but most importantly allow them an outlet during these stressful times.

A personal thank you goes out to the following individuals for making this happen:

- Our Ice Scheduler, a very under appreciated position at times, who dealt with a number of Contract renewals and Ice time adjustments throughout the year.
- The RMMHA Executive as a whole, and their continued support during the ever shifting restrictions.
- Our Coaches and Safety Officers, who stepped up to make this year a success, while ensuring safety was a number one priority.
- Our additional Coaching volunteers, who stepped up twice on a moment's notice throughout the season when we had to transitions to the 10 skater on ice restrictions.
- Lastly the Players and Parents, for your patience and cooperation during the Fall and Winter sessions.

Although "Curbside" drop off and pick up of players seemed to be the Norm this year for most age groups! We are optimistic our 2021-22 Season will be back to what we are used to with league play and stands filled with spectators.

We look forward to seeing you all next season.

Kevin O'Brien and Jim Wallace

**RMMHA Director Hockey Operations** 



## **Director of Competitive**

-Nothing to report

Martin Bouchard

**RMMHA** Director of Competitive

# **Treasurer Report**

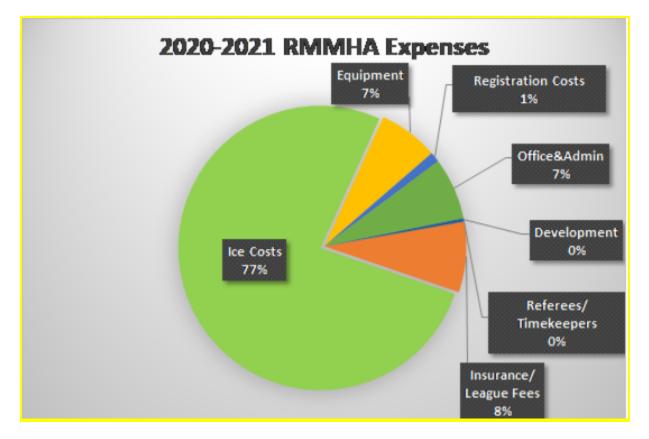
The RMMHA began this year with net assets or retained earnings of \$135,896. This balance is the result of prior year surpluses and excludes the partnership investment with the Romans.

The COVID-19 pandemic had a significant effect on the hockey schedule this year. As a result, the budget needed to be modified to reflect a more realistic projection.

Despite all the changes, RMMHA was able to contribute to its reserve in order to be able to purchase replacement jerseys. The Fall bottle drive was a great success, as we were able to purchase additional goalie gear that was long overdue to replace much older gear. The remaining funds have been transferred to the Longmire-Bujold fund for continued community support.

Fall session Registration fees were determined based a cost recovery program, which means a surplus was not to be projected. For the winter registration, we took in to account the small surplus from the fall session to determine the winter session fees. Again, the winter session was designed on a cost recovery program but was based on the same number of players in the fall session. Fewer players registered for the winter session, therefore the fall surplus was reduced.

In 2020-2021, estimated direct hockey costs accounted for **93%** of total operations costs (ice, district & league fees, equipment, and registration costs). The remaining 7% of hockey operations costs incurred were to enhance our hockey program - coach and player development/training, recognition awards and administrative costs. Administrative costs include banners and awards which needed to be purchased this year.



RMMHA's savings account has a balance of \$69K at the end of April. This amount is set aside for the purchase equipment and jerseys. A reserve study was approved by the Board in the summer which demonstrates how the reserve would be used should the current sets of jerseys be rotated out on a 5 year basis. The Study concluded that increases in registration fees between \$25 and \$30 (starting in the 2021-2022 season) can sustain the reserve and fund jerseys for the next 9 years. Without this increase, reserves may be depleted by the 2023-2024 season.

Financial statements as of April 15 are attached, some transactions may occur between this date and the June 30 year end.

Erica Leveque RMMHA Treasurer

### RMMHA Balance Sheet As of April 15, 2021

	Total
Assets	
Current Assets	
Cash and Cash Equivalent	
1130 CIBC- General Account	76,895.63
1140 CIBC-Savings Account	69,238.34
Total Cash and Cash Equivalent	\$ 146,133.97
Accounts Receivable (A/R)	
1250 Accounts Receivable	0.00
Total Accounts Receivable (A/R)	\$ 0.00
1800 Computer Equipment	566.12
Other current assets	0.00
Prepaid expenses	0.00
Total Current Assets	\$ 146,700.09
Non-current Assets	
1500 Other Long Term Investments	34,965.59
Total Non Current Assets	\$ 34,965.59
Total Assets	\$ 181,665.68

#### RMMHA April 2021 YTD vs Budget

	April YTD	2021F Budget	vs Budget
Income			
Sales (Registrations)	132,921	162,850	(\$29,929)
Signage Revenue	0	0	\$0
Tournaments Income	0	0	\$0
Interest earned	136	400	(\$264)
Total Income	\$133,057	\$163,250	(\$30,193)
Expenses			
Advertising	2,537	3,500	\$963
Awards & Banners	3,409	1,000	(\$2,409)
Bank charges	4,552	4,000	(\$552)
coaching expense	480	4,000	\$3,520
Donations	1,200	1,000	(\$200)
Ice Expense (\$250 per player. IP & Juv \$125)	96,532	111,854	\$15,322
Insurance (up \$0.70 per player)	10,096	20,196	\$10,100
Romans Reconciliation after Session 1	-3,095		\$3,095
Meals and entertainment	250	100	(\$150)
Membership	0	200	\$200
Office expenses	700	1,500	\$800
Officiating Expense (increase of 10%)	0	0	\$0
Other general and administrative expenses	575	500	(\$75)
Post Office Box	195	300	\$105
Repair and maintenance	0	0	\$0
Room rental	0	0	\$0
Stationery and printing	0	0	\$0
Tournament Expense	0	0	\$0
Uniforms	8,579	5,000	(\$3,579)
Miscellaneous	0	1,000	
Total Expenses	\$126,011	\$154,150	\$28,140
Replacement Jersey Reserve 2021	\$8,400	\$8,400	
Net Income	(\$1,354)	\$700	(\$2,054)

### RMMHA Profit and Loss July 2020 - April 2021

	 Total	
INCOME		
Sales	132,920.59	
Total Income	\$ 132,920.59	
GROSS PROFIT	\$ 132,920.59	
EXPENSES		
Advertising	2,537.00	
Awards & Banners	3,409.00	
Bank charges	4,552.00	
coaching expense	480.00	
Donations	1,200.00	
Ice Expense	96,532.02	
Insurance	10,095.75	
Romans Reconciliation	-3,094.58	
Meals and entertainment	250.00	
Membership	0.00	
Office expenses	700.00	
Officiating Expense	0.00	
Other general and administrative expenses	575.00	
Post Office Box	195.49	
Repair and maintenance	0.00	
Room rental	0.00	
Stationery and printing	0.00	
Tournament Expense	0.00	
Uniforms	 8,579.00	
Fotal Expenses	\$ 126,010.68	
OTHER INCOME		
Interest earned	 441.40	
Total Other Income	\$ 441.40	
PROFIT	\$ 7,351.31	

## Registrar

### **Online Registration**

#### Email Notifications

Please note that members receive an emailed notification for successful registrations. If no email notification is received from the HCR stating a successful registration has been completed, please follow up with the Registrar in a timely manner to identify and resolve any issues.

#### Reminders

#### 1. Player Information

To access a player's account, please note that either the hockey ID number or the player's name <u>as it was initially uploaded</u> be entered in the system to find the correct profile. There were several situations this season where returning members were not able to access their players' profiles right away. Members are urged to take note of their players' information (e.g. the name includes first and middle name, the nickname is used in place of first name, etc.) to make the registration process trouble-free in subsequent seasons.

#### 2. Payment Confirmation

If opting to pay by credit card, once the credit card data is added, please <u>be sure to</u> <u>wait</u> to be redirected back to the HCR site. If members click "back" too soon, the credit card data is not stored properly and the registration is not confirmed in the system. Please wait to see the payment confirmation email message from Netbanx. Please also make note if paying by installments the expiration date of your credit card. As once the credit card is declined you are unable to update in the Hockey Canada system please ensure that your card can accommodate the payment plan chosen.

On occasion, certain credit cards (e.g. some Debit Visa Cards) are not accepted by the system due to regulatory issues. It may be necessary to use a different credit card or to arrange to pay by e-transfer.

#### 3. Registering Using a Smart Phone

In some instances, members have had issues such as incomplete registrations when using a smart phone. According to the Hockey Canada support team, some mobile phones (and/or phone settings) are not compatible with the HCR system. If you fail to receive a registration notification when using your phone to register, it may be necessary to try the registration again from a different device.

#### Mandatory Fields in the HCR

The HCR system is robust in that it allows users to run several kinds of reports. This functionality requires that information be added multiple times into similar fields. Currently, the HCR is set up to receive information in multiple areas and is not re-configurable by the Registrar.

#### Full Fee Payment Requirement

To streamline the short time-frame for RMMHA sort-outs, members are reminded that fee payments MUST be received in full before players can be allowed on the ice for sort-outs. This requirement enables the RMMHA to remain in compliance with Hockey Canada insurance regulations.

Juvenile players are eligible to be on the ice once fees are paid in full.

#### Competitive Try-outs

As in past years, players who wish to try out for competitive teams must be registered with the home association and in good standing (i.e. registration fees paid to the home association).

OVSS spring try-outs require players to have been registered and in good standing with their home associations in the previous season.

If players make competitive teams, their registration fees (less a \$25 administration fee) will be transferred to the competitive team (or refunded to the member). Due to the fact that the registration fees are paid to an association other than the home association, receipts for registration fees must be obtained from the competitive association.

#### Team Roster Requirements

Thank you to the RMMHA members who step up to be coaches, assistant coaches, trainers, managers and on-ice volunteers! These excellent volunteers are urged to review the accreditation requirements for these positions across divisions. Members who volunteer in these roles also need a valid Police Record Check, Respect in Sport (Activity Leader), and Gender and Identity Training (\*Recommended for team managers but not mandatory at the time of writing.)

When Head Coaches assemble their bench staff, it is essential that all volunteers are notified of the expectations (including obtaining all accreditations and a valid PRC) and are able to comply in a timely manner. Once all bench staff have obtained the required

qualifications and all team members have a parent (or guardian) who has completed Respect in Sport (Parent), the Registrar is able to submit a request for the Official Team Roster to the District Registrar who grants approval and issues the Official Rosters.

### 2020-2021 Registration Numbers

Given the situation with covid 19 this year registration was broken down into two different sessions.

As outlined below, the RMMHA had a total of 237 players for the September session and 209 for the January session on our house league teams; 60 RMMHA members played on competitive teams this season.

September - December Session		
TEAM	Total	
RICHMOND MUNSTER U7	33	
RICHMOND MUNSTER U9	52	
RICHMOND MUNSTER U11	28	
RICHMOND MUNSTER U13	47	
RICHMOND MUNSTER U15	48	
RICHMOND MUNSTER U18	29	
Grand Total	237	

January - March Session	
TEAM	Total
RICHMOND MUNSTER U7	33
RICHMOND MUNSTER U9	48
RICHMOND MUNSTER U11	26
RICHMOND MUNSTER U13	41
RICHMOND MUNSTER U15	40
RICHMOND MUNSTER U18	21
Grand Total	209

TEAM	Total
Kemptville 73s U18 AAA	1
OSGOODE RICHMOND ROMANS MAJOR ATOM B	8
OSGOODE RICHMOND ROMANS MAJOR BANTAM B	1
OSGOODE RICHMOND ROMANS MAJOR MIDGET B	8
OSGOODE RICHMOND ROMANS MAJOR PEEWEE B	7
OSGOODE RICHMOND ROMANS MINOR ATOM B	6
OSGOODE RICHMOND ROMANS MINOR BANTAM B	6
OSGOODE RICHMOND ROMANS MINOR MIDGET B	1
OSGOODE RICHMOND ROMANS MINOR PEEWEE B	5
OTTAWA VALLEY SILVER SEVEN MAJOR BANTAM AA	3
OTTAWA VALLEY SILVER SEVEN MAJOR PEEWEE AA	2
OTTAWA VALLEY SILVER SEVEN MINOR BANTAM AA	2
OTTAWA VALLEY SILVER SEVEN MINOR MIDGET AA	4
OTTAWA VALLEY SILVER SEVEN MINOR PEEWEE AA	3
UPPER CANADA CYCLONES U13 AAA	1
UPPER CANADA CYCLONES U14 AAA	1
UPPER CANADA CYCLONES U15 AAA	1
Occurd Tatal	00
Grand Total	60

Best wishes to everyone for a rewarding and enjoyable season next year!

Michelle Conway RMMHA Registrar

## Ice Scheduler Report 2020/21

Covid played an interesting part with the ice schedule throughout the season. Below are the highlights from the year.

- In a normal season we would have about 4-5 contract revisions or amendments. This season there were 45. For every hour that gets added/cancelled/change in price/location from our original contract an amendment must be reviewed and re-signed for the City of Ottawa.
- At the start of the season due to no required Sort outs, ice was sold off where possible in Beckwith as we cannot return or cancel any of that ice. By the end of September, we did not lose money on ice in Beckwith as between what was sold and our credit from the end of last season we came out even.
- From Sept 1-Oct 12 27 hours were returned to the City that was not needed for Sort outs and the extras on Thanksgiving weekend.
- Oct 14-Oct 21 Ice was returned to the City due to the first shift in participants in the arenas from 25 to 10 max on the ice, to allow us time to reorganize the teams and the ice schedule.
- From Oct 22-Nov 6 we operated with max 10 on the ice
- Nov 7-Dec 20 Operated with "normal" 25 on the ice
- Dec 21-Jan 6 was our scheduled shutdown ice was returned at the start of the season

- Jan 7-Feb 15 back in Lockdown and all ice was cancelled
- Feb 16-Mar 18 Start of Winter Session, operated with "normal" 25 on the ice (Orange Zone). Sourced extra ice to make up for lost ice at start of Winter Session, including March break ice.
- Mar 19-Apr 2- Return to Red Zone and Max 10 on the ice.
- April 3 Return to Lockdown and arena shutdown. End of Winter Session.
- Our Romans Rep B conducted a development program all season and did not require as much Richmond ice for the season. The Romans Allocation is further down in the report.

### Ice Allocation

I tried to keep the allocation of practices as even as possible throughout the season as well as try to share out the 5pm practices & Friday 5pm in Beckwith. All ice times this season were full ice. Below is a breakdown by team of the ice allocated for each session. There were 2 teams at the end of the fall session that lost a couple of their ice times due to Covid protocols that were put in place. Those lost hours were made up for in the Winter session.

#### **Fall Session Ice Allocation**

Team Name	Hours
U11-1 - White	21
U11-2 - Wallace	21
U13-1 - Black	21
U13-2 - Simmonds	22
U13-3 - Harris	21.5
U15-1 - MacLeod	21
U15-2 - O'Brien	21.5
U15-3 - Dunn	21.5
U18-1 - MacLeod	21
U18-2 - Kinkade	18.5
U7-1 - Kelahear	11
U7-2 - Byrne	11
U9-1 - Best	19
U9-2 - Houser	21
U9-3 - Thomas	22

#### Winter Session Ice Allocation

Team Name	Hours
U7-1 - Kelahear	9
U7-2 - Byrne	9
U9-1 - Best	19.5
U9-2 - Houser	18.5
U9-3 - Thomas	18.5
U11-1 - White	18
U11-2 - Wallace	18
U13-1 - Black	18.5
U13-2 - Simmonds	18.5
U13-3 - Harris	18
U15-1 - MacLeod	18
U15-2 - O'Brien	17.5
U15-3 - Dunn	17.5
U18-2 - Kinkade	18.5

This year, an average of 4.5-6.5 hours of ice per week were allocated to Romans as follows (the Richmond Sat night ice was only needed by the Romans for part of the fall session and not for their winter session):

User	Day	Time	Length	Arena
Romans	Wed	6:00 PM	3	Richmond
Romans	Sat	7:00 PM (Fall Session only)	2	Richmond
Romans	Sat	6:30 PM	1.5	Beckwith

I can't thank all our members enough for their flexibility and patience over the season with the repeated changes and modifications to our schedule. I wish you all the best of luck in the next season.

#### Erica Leveque RMMHA Ice Scheduler

# Director Of Risk and Safety

Thanks to all the volunteers that made this past year possible.

I would like to encourage all Members to consider volunteering next year. There are many ways to help.

#### **Police Records Checks**

With PRC's being done online with Ottawa police made it possible for most of volunteers to have it completed..

All PRC's were entered into Hockey Canada Registry, if you have an account. Please check your profile to see when your PRC is due for renewal.

Thanks Ron Lacroix

## **Director of Equipment**

For the 2020-2021 season, due to COVID impacts prohibiting game play, no sort outs were completed, and no games played, resulting in no jerseys or socks being distributed to most teams. U7 and U9 teams were provided sort-out jerseys at the direction of Hockey Operations since new players to the game would not have existing jerseys to facilitate practices and dividing of teams.

U9 level team jersey sponsorship by McDonalds Barrhaven was renewed for the 2020-2021 season which resulted in four sets of 20 jerseys and socks being replenished. All U9 players retain one set of jerseys annually.

This sponsorship was again renewed for the upcoming 2021/2022 season.

Further local company jersey sponsorships are always welcomed (please contact the Director of Fundraising to discuss these opportunities).

There was no Royals Day for 2020-2021 due to COVID restrictions.

The RMMHA executive approved the purchase of nine sets of 20 Home/Away sublimated jerseys (360) plus spares (40) in March 2021. This completes the lifecycle replacement of all knit jerseys and permits all RMMHA teams to wear the new sublimated jerseys for future games. If COVID restrictions permit, the knit jerseys may be available for sale at the 2021-2022 Royals Day.

Two sets of Intermediate blockers and trappers were purchased in 2020-2021 to meet needs of RMMHA goaltenders.

Coaches aids continued to be stored in the equipment room, but was off limits to coaches for the 2020-2021 season due to COVID mitigations. Access should hopefully return in 2021-2022.

Due to COVID-19 and the planned virtual delivery of this year's AGM, there is no planned practice jersey return this year, but this may return in future years.

Goalie Gear	Jerseys
Leg pads (16) (6 Youth, 6 Junior, 4 Intermediate)	6 sets of 20 Home/Away Sublimated (240) + Spares (10)
Blockers (21) (8 Youth, 11 Junior, 2 Intermediate, 3 Senior)	4 sets of 15 Home/Away AtoMc knit (120)
Trappers (17) (8 Youth, 8 Junior, 2 Intermediate, 3 Senior)	9 sets of 20 Home/Away Knit (360) + Spares (20)
Chest Protectors (16) (6 Youth, 6 Junior, 4 Intermediate)	U21 knit jerseys (10) + socks (32)
Mask (1) (1 Junior)	Sort out jerseys (337)
Throat Dangler (6) (6 Junior)	U7 sort out jerseys (100)
Sticks (10) (4-21" Sherwood, 6-Bauer 24")	3 Sets of 20 Home U7 game jerseys (120)
	Socks (330)
	70 Pinneys

#### High Level Inventory on Hand

#### New Equipment Purchased for 2020/2021 Season

Vaughn Intermediate Blocker (2)	35 weighted 6" cones (Courtesy of Kanata Canadian Tire)
Vaughn Intermediate Trapper (2)	180 pucks (Courtesy of Kanata Canadian Tire)
	10 5-gallon buckets (Courtesy of Kanata Canadian Tire)

Chris Harris Director of Equipment

# **Director of Fundraising**

Nothing to report

# Referee in Chief

Nothing to report

# **Director of Tournaments**

Nothing to report