

KPMHA Executive Meeting
MEETING MINUTES
April 3rd, 2017
Kerry Park Recreation Centre Lounge

Executive Members Attendance: Erin Egeland, Dave McDill, Dave Brummitt, Heather Calabrese, Aaron Lamb, Louise Thomson, Lonnie Goodfellow (late), Jason Rockson, Wendell Rederburg, Mike La Roy, Isabel Grondin, Nelly Brummitt, Martin Wright

Absent: Mari Ann Rockson, Aaron Wade

Meeting called to order at 6:30pm

Motion to approve agenda: HC

Second: DB

Carried

Motion to approve January 2017 Minutes: HC

Second: DB

Carried

Old Business

- a. Action items from previous minutes
 - i. Items requiring follow up:
 1. DB to make modifications to evaluation process to be added to P&P. Still in progress.
 - ii. Action: DB will distribute to the BOD for voting.
- b. Association documents – IG and AL
 - i. P & P Sections 7 and 10
 - ii. AL completed further research on policies in other associations.
 - iii. Discussion of interim versus naming head coaches and logistics around timing and Board approval of the recommendations of the Coach selection committee.
 1. Motion: AL - KPMHA Board to approve option #1 of the draft Section 7, Policy and Procedures to replace the old Section 7 and 10 of the Policy and Procedures.
 - a. Second – DB
 - b. Carried
 - iv. This is the last P and P for this season.
 - v. Action: IG to send to LT.
 - vi. Action: LT to post to website.

New Business

- a. Request from official –DB
 - i. Motion – ML – KPMHA support official request up to an amount of \$1000 to attend an officiating camp this summer.
 - ii. Second – DB
 - iii. Defeated
- b. Combining Initiation and Novice Coordinator positions – EE
 - i. Motion – NB – KPMHA to bring a proposal to the AGM to combine Novice and Initiation Coordinator positions into one called the Novice Coordinator.

- ii. Second – DB
 - Discussion around impending changes to the Societies Act and what other Associations are doing for the H1-H4 group.
- iii. Motion rescinded

President's Report – Erin Egeland

- Annual report to membership to be submitted.

Executive Reports:

1st Vice – DB

- Annual report submitted
- Coaching evaluations – Is an online survey an option? – Directed to Martin based on his experience with the member survey.
- Option to send them to Registrar, then identifying information removed by Registrar, remainder of form forwarded to coach selection committee.
- Action: DB, MW and LT to work n

2nd Vice/Ice – MR - ABSENT

- I have submitted the preliminary ice request to Kerry Park Recreation as per the current draft of the budget. I don't expect to see next year's preliminary ice contract until July.

Treasurer- HC

- For the month of March, a big thank you to all the teams. All the teams have been diligent about paying their accounts. Basically all the team accounts are paid. Very little to collect in accounts receivables.
- I have updated the cash flow and budget to actual statement for the 2016/2017 season and unfortunately we are in a somewhat worse deficit than previously anticipated.
- All the current bills have been paid to date, and all that is outstanding is coaching, RIS, and safety reimbursements.
- While we still must address our deficit position, Louise provided a breakdown of the current registration to March 24 for each division, which I have created a spreadsheet to show the maximum income possible in late fees. This spreadsheet does not include any new registrations, it's only late registration from our current players.
- We can anticipate we will lose some of our players and there will be some financial assistance to some players, however we should be able to safely assume that we can rely on a certain portion of income from the registration late fees. I would like us to discuss how much we would like to add to our budget for next year's income, for now I suggest \$1500 as a minimum.
 - Action: HC to add this item to the budget.
- At this time, I have been able to send over the requested information to Aaron Wade to begin the process to open our new set of financial books. I am hopeful I can start the work in those soon so then the monthly reports can come out of Quick Books directly as opposed to recreating them in excel.
- I attended the Gaming Webinar recently so I am in the process of collecting the required information for our application. I anticipate to have this application

ready as soon as we have completed the AGM and I have the required information from that.

- For the budget discussion I have asked Mari Ann to add a line item for any new jerseys that may need to be purchased and to add the line item for the late fees income. These are just placeholders for the discussion.
 - Action: MR to adjust budget to include item for jersey purchase.
 - Action: JR to send list of jersey cheques to be cashed to LT.
- I would also like to discuss the late fee charge noted for on the website that says “any returning players that register after March 8, 2017 for competitive tryouts will have a \$20 late fee applied”. I would like to discuss this because if we move forward with this charge we may want to consider adding another line item for income attached to that.
- Lastly in follow up to our last meeting, I have been looking into different options for collecting our registration income. I anticipate having more information of our options available by the June meeting but that said, I am reviewing, square, e transfers, CAFT for use with pre-authorizations, and of course cash and cheque.

Registrar – LT

- Lots of new members approaching to enquire about next year.
- Annual report submitted

Head Coach – DB covering

- Report given under 1st Vice.

Equipment – JR

- Jerseys and equipment will be collected from those teams that set an appointment for April 3. Dave M helping. Thank you.
- If division coordinators can remind all those goalies that have association gear to let me know if they wish to keep it over the summer.

Risk Manager – MW

- Annual report submitted

Referee Assignor – ML

- Annual report submitted

Referee in Chief – LG

- Annual report submitted

Tournament and Sponsorship - VACANT

Competitive – AW - ABSENT

- Annual report submitted

Discipline Committee

- Nothing to report.

Division Coordinators:

- Initiation – Nelly Brummitt
 - Annual report submitted
- Novice – Isabel Grondin

- Annual report submitted
- Atom – Wendell Rederburg
 - Annual report submitted
- Peewee – Aaron Lamb
 - Annual report submitted
- Bantam – Heather Calabrese
 - Annual report submitted
- Midget – Dave McDill
 - Annual report submitted
- Female – Isabel Grondin
 - Annual report submitted

Motion to go in camera at 8:19pm – LG

Motion to come out of camera at 8:39pm - DB

Meeting adjourned at 8:39pm

Next meeting – June 5th, 2017