

KPMHA Executive Meeting  
**MEETING MINUTES**  
Thursday, December 9<sup>th</sup>, 2010  
**Dennis McLean Room – Kerry Park Arena**

**Call to Order 7:55PM**

**Present:** Allan Willms, Tom Shadlock, Louise Thomson, Wayne Dunn, Jeremy Webb, Tara Claxton, Jan Collins, Ken Ramwell, Chris Claxton, Cam Birge, Lynda Slater, Brandi Paisley, Jim Macdonald, Erin Egeland.

**Guests:** Kristen Arnold, Pam Kearley, Karen Peterson.

**Absent:** Rick Pipes, Don Owens, Barb Owens, Chad Pearson.

- Approval of Agenda  
**Motion to approve December 9, 2010 agenda as amended to allow Kristen Arnold & Wayne Dunn to move their reports to the start of the meeting.**  

<b>Motion</b>	<b>Louise Thomson</b>	
<b>Second</b>	<b>Jan Collins</b>	<b>Carried</b>
- Approval of November 15<sup>th</sup>, 2010 Meeting Minutes  
**Motion to approve the November 15th meeting minutes.**  

<b>Motion</b>	<b>Louise Thomson</b>	
<b>Second</b>	<b>Jan Collins</b>	<b>Carried</b>
- Executive Reports
  - Interim Female Coordinator – Kristen Arnold
    - Many thanks to Ken Ramwell - the Bantam girls team are having a great time this season
    - Esso Funday date has been postponed to April in hopes of being better for all associations (after initial registrations for 2011-2012 season)
    - Ken asked about what will be happening with the girls program next year – Kristen noted that this season’s arrangement between KPMHA & CVMHA has worked well, we will need to decide what to do for the girls for the upcoming season
    - Kristen is hoping that CVMHA will be hosting female teams in the divisions of Atom through Midget next year
  - Ice Coordinator – Wayne Dunn
    - Lake Cowichan ice allocation issues have been raised by the Bantam rep team, and after looking over the options again there is not much room for adjustments as the ice at KP arena is maxed out and there is no other available ice times at LC either
    - Louise noted a major concern is with the practice ice – specifically the LC practice ice slot that ends at 9:30pm on weeknights
    - Lyn would like to see all teams get their game schedules to the season end
- Old Business

- New Business
  - Louise brought forward some concerns from the Atom C3 team with regard to the team placement in league play. Both the Atom C1 and Atom C3 teams from KP are in the same division for league play and are not balanced. The Atom C1 team has won all 3 league games to this point, including a game against the Atom C3 team which had a score of 13-1. The C1 team is a good fit with the other Tier 3 teams, but the Atom C3 team is struggling. Louise read an email from the coaching staff of the Atom C3 team and the board came up with the following comments:
    - VIAHA gave KPMHA the direction to tier the two atom recreational teams
    - Tiering teams is advantageous to player development
    - Louise will approach Barb Norton (VIAHA) to ask her to come and observe the Atom C3 team in a game situation and possibly reassess their placement
    - A draft note to explain the rationale behind tiering the Atom recreational teams should be sent to the Atom C3 team
- President's Report – Jeremy Webb
  - VIAHA website has a lot of useful information, in particular the game sheet examples – please remember to check the website often.
  - The fine that was given to the Atom A team was requested to be waived, but the request was denied, so the team is required to pay the outstanding amount.
  - CVMHA has undergone some major changes as of late. The association has several new executive members and Jeremy is hoping to maintain positive connections with the new executive.

#### **Meeting went in camera...**

- Executive Reports
  - Sponsorship Coordinator – Rick Pipes – Absent – No Report
  - Secretary/Registrar – Tara Claxton – No Report
  - Treasurer, Erin Egeland
    - Lots of revenue this season – more than projected
    - Erin noted that several players on the Bantam A and Peewee A team still have outstanding rep fees owing – could result in players becoming members in bad standing if not resolved quickly
    - Direct deposit is coming soon for referee payments – will cut down on paperwork substantially
    - Term deposit coming due in June, so options on what to do with it should be suggested soon
  - Head Coach/Development – Jim Macdonald
    - Summary of coaches who are not qualified for the remainder of this season: two rep coaches (Midget A and Peewee B) are not qualified as of December 1<sup>st</sup>, and three house coaches (Initiation, Midget C1, and Midget C2) are not qualified as of December 15<sup>th</sup>

- Lyn suggested that perhaps another coach should be found to assist with the Midget A team, Jim has one coach in mind and has had some parents and non-parents offer to help, so there are a few options available to the team. A deadline will be given to the Midget A head coach to assign another qualified assistant coach to his roster, or an assistant coach will be assigned to the team on Jim Macdonald's recommendation.
- Novice C+ team is having some issues with their goalie pads – Jim has asked them to touch base with the equipment manager.
- Equipment Manager – Chris Claxton – No Report
- Risk Manager – Ken Ramwell
  - The deadline for CRC's has been extended due to the large number of volunteers requiring fingerprinting this year. Both Ken and the RCMP are confident that this will not put any players at risk as most volunteers have had previous CRCs at KP or elsewhere.
  - 5 or 6 injury reports this season have been received so far, with three notable exceptions. Players and parents need to be strongly encouraged to submit injury reports when injuries occur.
  - Cam asked for a brief overview of how to handle suspensions.
  - 10 new first aid kits have been purchased, and Ken suggested that cost of ice packs should be coming from the safety budget and not team funds.
  - Reminder that cell phones are not allowed in dressing rooms – reminder should be posted on the risk management webpage.
  - A makeup checking clinic needs to be offered for those players who did not attend the first one this season – Jim, Tara, and Ken will coordinate on this.
  - Louise had a question regarding the two deep rule – does it also apply to off-ice team activities? Ken confirmed that it does apply, so all teams need to be aware that their off-ice activities (ie. dryland) are being run by two qualified team personnel.
- Referee in Chief – Don Owens - ABSENT – No Report
- Referee Assignor – Barb Owens – Absent, No Report
- Competitive Coordinator – Lynda Slater
  - A questionnaire was sent to the rep teams regarding development and asking for feedback on Jim Knight etc. The rep teams are looking for both player and coach development. All teams have had Jim Knight attend at least one practice.
  - Cam raised a concern over the actual time spent on Jim's contract and has suggested that an audit of his time be done, Jim Macdonald will ask for details on Jim Knight's work to date.
  - Lyn has suggested that for next season, perhaps KPMHA should look at hiring a skating coach to work with the players.
- Tournament Coordinator – Jan Collins

- Nick Collins Tournament is full, and the invoices for the medals and trophies are coming through
- Some concerns regarding the Novice tournament were brought forward
  - Exec approved an 8 team tournament, but no details have been provided to date indicating how many teams are actually going to be involved
  - More details are needed with respect to this tournament
  - Rick will get back to Mari Ann with details on the sponsorship and tournament proceeds
- Division Coordinators
  - Initiation – Tom Shadlock – No Report
  - Novice – Allan Willms
    - Happy to report a great turnaround for the Novice B2 team – Jeremy and Al spent a lot of time working with the team and things seem to be running smoothly now
  - Atom – Louise Thomson – No Report
  - Peewee – Cam Birge – No Report
  - Bantam – Brandi Paisley – No Report
  - Midget – Chad Pearson – Absent – No Report

**Meeting Adjourned at 10:30 PM.**

Next Meeting – Tentatively planned For January 17<sup>th</sup>, 2011 – 6:30pm – Elise Miles Building, SLCC