

KPMHA Executive Meeting  
**MEETING MINUTES**  
Monday July 26, 2010  
Elsie Miles Building, SLCC

**Call to Order 6:38PM**

**Present:** Ken Ramwell, Erin Egeland, Brandi Paisley, Mike Martin, Allan Willms, Rick Pipes, Louise Thomson, Jeremy Webb, Chris Claxton, Tara Claxton.

**Guests:** Jim Macdonald, Karl Faber.

**Absent:** Jan Collins, Don Owens, Wayne Dunn, Lynda Slater, Tom Shadlock, Cam Birge.

**1.0 Approval of Agenda**

**Motion to approve July 26, 2010 agenda as recorded.**

**Motion**

**Rick Pipes**

**Second**

**Louise Thomson**

**Carried**

**2.0 Approval of June 21, 2010 Meeting Minutes**

**Motion to approve the June 21<sup>st</sup> meeting minutes, as amended.**

**Motion**

**Louise Thomson**

**Second**

**Brandi Paisley**

**Carried**

**3.0 Old Business**

**4.0 New Business**

- Development Proposal from Compton
  - A proposal has been received from Compton, reviewed, and sent back for fine tuning, resulting in the proposal we are discussing tonight
  - The proposal consists of three development aspects: manuals, monitoring, and development clinics
    - Manuals
      - Cost of manuals without video support +/- \$11,400
      - Cost of manuals with video support +/- \$16,200
      - This part of the proposal would see Compton develop a set of manuals specific for each division, with the emphasis on the recreational teams
      - A manual would be given to each coach and would include such things as: a detailed practice plan that covers each week in the season, parent contracts, player contracts, and coaches contracts
      - The goal of the manuals would be to provide coaches with a detailed, specific, easy to follow plan for coaching that will result in continuity of skills being taught to the players from year to year

- This would be a one-time expense, with a possibility of minor annual maintenance costs added on
- There was also discussion of the possibility for Compton to use the manuals he creates for KPMHA in other associations (copyrighting them) and in turn, providing the manuals to KPMHA for a reduced cost
- Monitoring
  - Cost of monitoring Atom – Midget teams, \$455/team
  - Cost of monitoring Initiation and Novice teams, \$280/team
  - Both of these estimates are based on a one-year contract
  - This part of the proposal would have Compton monitor KPMHA teams and coaches
  - This monitoring would include watching one dryland session, one practice, and one game per team per month. Compton would then sit down with each coach and discuss what was observed and engage in feedback with the coach. There would also be one hour of phone support for each team included in this monitoring package.
  - There was discussion of having this same type of monitoring program with a paid Head Coach from our own association, rather than paying Compton Sports. Rick noted that many MHA's now have paid Head Coach positions.
- Development Clinics
  - Cost of development clinics would be based on a user-pay system.
  - This part of the proposal would be a commitment on the part of KPMHA to provide development camp/clinic opportunities for all players throughout the season. The majority of these clinics would be provided on stat holidays and pro-d days.
  - This would require a financial commitment from the KPMHA executive in order to book and pay for all the clinics and not cancel clinics because of poor registration.
- Louise questioned the need for the manuals, as KPMHA recently purchased the entire set of Hockey Canada Manuals
- Karl said that the HC manuals are somewhat useful as a guideline, the practice plans are okay, but not as good as they could be. He probably wouldn't cover the HC manual plan to a tee.
- Ken said that he would be unlikely to follow the manual exactly.
- Allan likes the idea of having a manual, to at least provide a coach with an end-goal.
- Jeremy questioned whether there is enough resources within KPMHA to avoid the need to purchase more manuals.
- Karl mentioned that at the DevII clinic in Kelowna, Blake Wesley offered to share any resources and information that he has. Also, BC Hockey is supposed to be forwarding a booklet of practice plans to the coaches who attended.

- The general consensus was that these manuals might be best geared toward the initiation to peewee level recreational coaches. Most rep coaches have a good grasp of what they are working with and where they need to go.
- With the total development package costing +/- \$28 000, and new jerseys +/- \$12 000, is it an either or financial situation?
- Erin noted that we can commit the term deposit to the development program, and still have enough other monies to cover the jerseys.
- Rick would like to explore the option of an in-house volunteer from KPMHA vs. the Compton proposal.
- Ken asked if we could just offer this development proposal to the rep teams for this year as a trial, and then expand it to rec next year?
- Jeremy would like to see both rec and rep involved with the development program this year.
- Rick proposed that KPMHA pay the rec portion, and rep teams pay the rep portion.
- A sub-committee was formed to come up with three or four different options to present to the executive at the next meeting. The sub-committee members are Erin Egeland, Chris Claxton, Rick Pipes, and Wayne Dunn.
- Jersey Quote
  - Odd Man Rush has offered to match his jersey prices from last year.
  - Rick noted that it will take 8-10 weeks to get the new jerseys in, once ordered, and we are short one set of atom jerseys, and one set of peewee jerseys from last year.
  - Karl mentioned that the bantam and peewee rep jerseys are “ratty beyond belief” and that they need to be replaced this season.
  - Rick suggested keeping the same design as the last ones.
  - Equipment manager, Chris Claxton, has been tasked with ordering the jerseys from Odd Man Rush, and ensuring that they use staggered numbering to allow for movement of jerseys between teams without number conflict.

**Motion to spend up to \$12 000 for the purchase of home and away jerseys for Atom B, Peewee B, Peewee A, and Bantam A.**

<b>Motion</b>	<b>Louise Thomson</b>	
<b>Second</b>	<b>Brandi Paisley</b>	<b>Carried</b>

- Appointment of Head Coach/Development Coordinator, Jim Macdonald

**Motion to nominate Jim Macdonald for position of Head Coach/Development Coordinator.**

<b>Motion</b>	<b>Allan Willms</b>	
<b>Second</b>	<b>Ken Ramwell</b>	<b>Carried</b>

## 5.0 President's Report

- Jeremy has put together a note regarding the meeting that was held with the CVMHA presidents and KPMHA presidents on June 15<sup>th</sup>. The note has been sent to the CVMHA president, and will be posted on the KPMHA website.
- Jeremy and Tara attended the June 22<sup>nd</sup> VIAHA meeting hosted by Barb Norton. Several things were discussed, such as:

- Waitlist coordination among MHA registrars
- Setting up next meeting to work on getting waitlisted players registered to play
- Jeremy raised a question about the tiering process and review opportunities. A meeting has been set up between Jeremy Webb, Barb Norton, Cam Birge, and Tara Claxton to discuss further.
- Jeremy attended the July 11<sup>th</sup> VIAHA special resolution meeting.
- Melonie Corrigan has stepped down as female coordinator. A note has been placed on the website, asking for someone to step up for this position.
- Ernie Mansueti from CVMHA has contacted Jeremy regarding a Kidsport/NHLPA initiative which would supply a full set of gear to two deserving players in KPMHA. A player and a goalie have been selected to receive the gear.
- Karl Faber has put forward a request to take a midget team to Tri-Cities on the weekend of September 4<sup>th</sup> and 5<sup>th</sup> for a tournament. There is no entry fee and no roster needed beforehand. Jeremy supports the idea provided all items are taken care of, including, passports/bc id for players, parent letters allowing minors to cross the border, BC Hockey approvals granted, etc. Jeremy has suggested that Karl and a member of the executive meet with the midget tryout parents and players to inform them of this tournament.
- Karl commented that this trip would provide good team bonding, and he also noted that it is very difficult to find teams to play this early in the season. Tri-Cities has agreed to come to KP to play reciprocal games later in the season.

#### 6.0 Executive Reports

- Sponsorship Coordinator – Rick Pipes
  - Rick would like to have KPMHA consider getting a sponsorship coordinator on a commission basis.
  - Jeremy would like to see a Booster Club formed – he has a participant in mind, but not a leader. He would appreciate getting the names of anyone who might be interested in this task.
  - Karl asked how he can get sponsorship money for his own team. Rick commented that right now any sponsor money goes ½ to KPMHA, ½ to the team, and at the moment, no name bars are allowed on jerseys.
  - There is only a couple of weeks before the season will be underway, so Rick would like to have a Booster Club in place by next meeting, or will ask to hire a sponsorship coordinator from outside the association.
- Tournament Coordinator – Jan Collins – ABSENT - No Report
- Secretary/Registrar – Tara Claxton
  - Special event sanction forms have been sent in (July 20<sup>th</sup>) to BC Hockey for the rep-prep dryland activities.
  - The rep-prep has a healthy number of participants signed up so far.
- Treasurer – Erin Egeland
  - KPMHA has a healthy bank balance, but ice payments will be coming out soon
  - Erin asked Tara to send out a reminder about the August registration cheques being deposited on August 5<sup>th</sup>
  - Erin would like to get a firm ice cost as soon as it is available
  - Erin will be drafting a letter to get the signing authorities changed to: Jeremy Webb, Erin Egeland, and Tara Claxton.

- Ice Coordinator – Wayne Dunn – ABSENT – Report Presented by Tara Claxton
  - The Lake Cowichan ice schedule has come in and has been forwarded to Wayne by email for his review
- Head Coach/Development – Jim Macdonald
  - Jim asked that the executive meeting after the tryouts be changed to Monday September 13<sup>th</sup> in order to better deal with team/coach selection issues that may arise
  - A list of evaluators will need to be made up, Jeremy will contact evaluators from last season, and Jim will connect with Tom and Lyn.
  - A reminder was put out that evaluation forms from tryouts must be kept for one year. The evaluation forms are to be given to the Head Coach after tryouts, who will then give them to the Registrar for safe-keeping until next years' tryouts, when they will be shredded.
- Equipment Manager – Chris Claxton
  - Chris is making his way through the lockers and has come up with a few changes
  - Chris would like to see each team have a jersey manager who would be responsible for bringing the jerseys to and from the arena (in a jersey bag), and then washing and hang-drying the jerseys after every game. Each team would need to be provided with two jersey bags. This would ensure a longer lifespan for the jerseys than KPMHA is currently getting.
  - Chris would also like to come up with a \$ value for deposit on first aid kits, pucks, buckets, and cones.
  - Chris will be advising coaches not to store anything in the lockers at the arena, as break-ins and thefts are frequent.
  - Chris also asked if KPMHA could look into purchasing cones as a sponsorship deal with a local construction company. There are no cones in the equipment room from last year. He suggests giving out cones to each coach instead of having the shared cone system that was in place last year.
  - Erin commented on the very large sizing of the novice goalie gear. Chris and Karl are going to look at all the goalie gear to see what is needed for this season.
- Risk Manager – Ken Ramwell
  - HCSP clinic is being held in Duncan (CVMHA) this year
  - Respect in Sport is offered by BC Hockey as an online program
  - Ken will meet with Chris to discuss first aid kits
- Referee in Chief – Don Owens - ABSENT – No Report
- Referee Assignor – Mike Martin
  - Referee system is now live on RAMP
  - Mike and Don are coordinating a ref fun-day for sometime after Labour Day
  - Tara will forward the Special Event Sanction Form to Mike to fill out
  - Mike will be putting a request in to KPMHA to provide funds for snacks and refreshments for the fun-day
  - Jeremy suggests getting help from Mr. Duffe to arrange for refs to help out with tryout scrimmages
- Competitive Coordinator – Lynda Slater – ABSENT – No Report
- Division Coordinators
  - Initiation – Tom Shadlock – ABSENT - No Report
  - Novice – Allan Willms

- Allan will touch base with Jim Macdonald regarding his duties as novice div coordinator
- Atom – Louise Thomson – No Report
- Peewee – Cam Birge – ABSENT - No Report
- Bantam – Brandi Paisley – No Report
- Midget – Vacant
- Female – VACANT

**Meeting Adjourned at 8:28 PM.**

Next Meeting – Monday August 16<sup>th</sup> – 6:30PM – Elsie Miles Building, SLCC