

# KPMHA Executive Meeting

## MEETING MINUTES

### Sept 11<sup>th</sup>, 2017

### Kerry Park Recreation Centre Lounge

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Executive Members Attendance: Gord Closson, Aaron Lamb, Dave Brummitt, Dale Purinton, Michele Taron, Heather Calabrese, Nelly Brummitt, Mari Ann Rockson, Jason Rockson, Lonnie Goodfellow, Blue Bennefield, Martin Wright, Justin Leamy, Darren Van Oene, Andrew Ketch

Absent: Wendell Rederburg, Kayle Bell, Mike La Roy

Meeting call to order at 7:32 pm

**Motion** to approve agenda:

First: MR

Second: DB

**Carried**

**Motion** to approve August 8<sup>th</sup>, 2017 meeting minutes:

First: MR

Second: NB

**Carried**

**Guest:** Veronica Brown from Shawnigan Lake School to speak to the Board about **Shawnigan lake school 3 on 3 tournament** info for autism September 29/30.

- Canucks alumni will be attending with 120 athletes with parents.
- BBQ possibility for KPMHA to run to make some money.
- Cost is \$175/ team and they will possibly receive jerseys to keep.
- Email Ronnie if teams are interested (Novice, atom and pee wee aged).
- 6 players and one goalie per team.
- Working on getting the insurance certificate from moving company for boards.
- Any other ideas for involvement from KPMHA let Ronnie know.

#### Old Business

- Fee increase to members for the read and review engagement.

**Motion** – MT – to strike extra fee increase for membership.

**Second** – MW

**Carried**

- Half ice net storage  
**Action:** Justin to talk to Tony about possibility of storing inside other spare nets.
- Registration Fees - Ready to go to accountant Heather just waiting for email when to send.
- Addressing payments- addressed previously
- Policy about apparel- AL DB carried  
**Motion** – AL - Be it so moved the following to be added into the Policies and Procedures as a new Section 4.9.  
*"4.9 /n order to represent KPMHA in a proud and consistent fashion, the head coach for competitive teams will make the decision as to what the team players and coaches are to wear prior to games, within reason. Examples of pre-game team apparel could include dress shirts/pants and dress shoes, team track suits etc. KPMHA track suits, facilitated through the Equipment Manager, must be approved by the Executive Committee."*  
**Second – DB**  
**Carried**
- Managers Manual – NB- Couple of updates then it can be sent out.
- Goalie Development
  - Will be billed hourly every 2 months
  - Possibly have development coaches to coaches meeting.
  - This is not a set price for year.**Action:** Gord to follow up with parameters for development

### New Business

- Home Town Hockey  
**Motion:** The Executive Committee go in-camera.  
**First: DB**  
**Second: NB**  
Carried  
**In-camera: 8:00 pm.**  
**Out of camera: 8:07 pm.**
- Midget waitlist  
**Motion** – DB – to over roster midget C team to a maximum of 19 players and 2 goalies – late registrants first to sit if more than 17 skaters show up for a game.  
**Second: NB**  
**Carried**
- Three goalies in bantam. Possibly 1 moving to Midget in CV. MT will know more this week.

➤ Registrar position

- As per Gord's request in early August MR, AL and HHave met and prepared the following recommendation going forward to fill the Registrar position.

**Motion**- HC- Be it so moved the following is approved to mitigate the vacant secretary-registrar position for the remainder of the 17/18 hockey season:

1. Hire a bookkeeper to manage the association's financial transactions and work closely with the Treasurer.
  - Position to be posted.
  - Budget to pay bookkeeper not to exceed \$3500
  - Position to start October 15 and to end May 15
2. Meeting minutes duties to be rotated
  - to Divisional/Competitive/Female Coordinators
  - (not including Novice and Bantam Coordinator)
3. Registrar position to be filled
  - Recommendation Raina Bennefield takes on this role
  - Roster Management
  - Updates to HCR
  - First point of contact for all registrar related matters (Divisional/Competitive Coordinators and Team Managers)
4. Webmaster assigned to Bantam Coordinator (MT)
  - Additional support for Facebook page provided by Raina Bennefield
  - MT assigned to [info@islanderhockey.com](mailto:info@islanderhockey.com) email address
5. Head Coach/Development Coordinator provided access to HCR
  - Directly manages coach credentials
6. Risk Manager provided access to HCR
  - Directly manages criminal record checks
  - Directly manages EPACT needs
7. Policy and Procedure Updates assigned to Novice Coordinator (AL)
8. Purchase Locking cabinet for association Documents to be kept in locker
  - DB to be main point with key (GC with Back Up)
9. President to be main point of contact for all other inquiries
10. Recommendation for Secretary/Registrar position (beyond 17/18) will be part of the work required for new Constitution/Bylaw work through the committee assigned to create alignment with new Society Act which is planned for the AGM in 2018.

**Second: MR**  
**Carried**

➤ Team photos.

**Action:** MT to contact Gordon Lee Photography to try and set up for Oct 30 to Nov 3.

**Action:** NB will let MT know when it is best for the Initiation teams, as they may not be formed at that time.

- Social media policy.

**Motion** – NB – to put forward social media contract to all players atom and above. To be done and handed in by Oct 31 2107 carried

**Second: MR**  
**Carried**

**Action:** All Coordinators to send a copy of the contract out to your teams, Manager gets the players to fill them out and then the manager leaves them at the KP office for Heather.

## SOCIAL MEDIA POLICY

KPMHA identifies the standard of behavior which is expected of all its members and participants including but not limited to; players, guardians, parents, team staff, officials, volunteers, administrators involved in KPMHA activities and events. KPMHA is committed to providing an environment in which all individuals are treated with respect.

It is understood that KPMHA teams and players may have an official web page and/or social media accounts. Social media accounts can include but are not limited to; Twitter, Facebook, Snapchat, Instagram, Tumbler, blogs/vlogs, YouTube, etc. Social media is a public domain which may be used to enhance opportunities in life and hockey. The positive use of social media is acceptable and encouraged by Kerry Park Minor Hockey.

I promise that all content I post on social media should portray a positive image of the participant, team, association, league or BC Hockey.

I promise that my social media posts may be used to promote hockey events (e.g. practices, games, tournaments etc.) Highlighting team play and success, good sportsmanship, achievements in hockey, school, or the community.

I promise not to use social media to post inappropriate comments, pictures, racial slurs, threats against teammates, officials or opposing teams. I will not use Social media to bully, harass, promote negative influences or criminal behavior.

When using social media, I will not post confidential or personal information of others. Remember, it is almost impossible to ever permanently delete a post

I understand that violation(s) of the outlined guidelines occur they should be reported to your team official(s) and will be subject to an investigation. If a violation is found to have occurred, the participant(s) may be subject to disciplinary action.

Team: \_\_\_\_\_

PrintName: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_

➤ Competitive Team Managers

**Motion**- DB – To approve the following managers for the competitive teams

- Shelley McDonald – Atom Development
- Raina Bennefield – Peewee A
- Nadine Gendall – Bantam A
- Sabine Bell – Midget A

**Second LG**

**Carried**

**Reports**

**President - Gord Closson**

- I'd like to start by **thanking all of our volunteers and board members for their hard work** and dedication to the KPMHA during this busy time. It's been impressive to see all the help we have received from membership. Everything from coaching to evaluators to administrators it seems everyone is willing to contribute anywhere they can. The atmosphere at the rink has been equally impressive, there is a sense of excitement in the air and it's been extremely fun to be around. The kids at Kerry Park are very lucky!!
- I have some very exciting news; Rogers Hometown Hockey is bringing their broadcast to the Cowichan Valley this January. KPMHA have been invited to participate in the event on several levels. I have already been to a meeting for the event and am attending another meeting on Sept 12 to discuss it further. I have attached the News Release to my report and will go over some of the meeting agenda items with you tonight for input.
- I will be contacting Bill Ennos over the next few days to follow up on the BC hockey observation program and will bring info back to our next meeting.
- Attended the VIAHA executive meeting on Sept 11 2017.
- Final team declarations were made for atom and up competitive teams. New coaching requirements were discussed and I have attached the info Cross ice hockey was also discussed and there is info attached as well.
- Recreational hockey playoffs have been discussed as well and we are moving to have all teams make the playoffs in Rec this year. A few wrinkles to work out but an announcement should be out soon.
- Tiering game schedules will be out soon. Island league to start tiering Sept 23-24/2017, Atom Development tiering to start Sept 30th 2017 and Recreation placement Oct 14-15/2017.
- Mandatory Coach Managers meeting info has been sent out to Kale. Sept 17/2017 in the social center at Beban Park 11:00am for island league and 1:30 for Atom Dev.
- Discussed coaching certification program.

September 6, 2017

## **Cowichan Valley Excited to Host Rogers Hometown Hockey**

**Duncan, BC** - Rogers announced Wednesday that the Cowichan Valley will be part of the Rogers Hometown Hockey Tour for the 2017/18 season. Rogers Hometown Hockey, now in its fourth season, will bring host Ron Maclean and co-host Tara Slone to Cowichan for a special live pre-game show to air on Sportsnet prior to the Sunday, January 21, 2018 nationally broadcast game between the Vancouver Canucks and Winnipeg Jets.

The tour will arrive in the Cowichan Valley on Saturday, January 20 through Sunday, January 21, 2018. The free, family-friendly weekend will include interactive games and activities celebrating all things hockey, plus live entertainment, a chance to meet NHL alumni and lots of free contests and giveaways.

"Having the Cowichan Valley named as a stop on the Rogers Hometown Hockey Tour is an incredible honour and we are thrilled to share our stories with the nation," said Jon Lefebure, Cowichan Valley Regional District Chair and North Cowichan Mayor. "I invite everyone to join us for the fun and excitement. This fantastic showcase provides an opportunity for all families, children of all ages and of course hockey fans, to participate in this interactive event."

Local minor hockey associations will also be a huge part of the event and will receive exclusive access and perks during the weekend. The weekend will culminate in an outdoor viewing party of an NHL broadcast on the Sunday, with Maclean and Slone hosting live from the Sportsnet Mobile Studio. Maclean and Slone will feature grassroots hockey stories and tales of local players that helped build Cowichan's hockey community.

The full event schedule and broadcast details for Rogers Hometown Hockey in the Cowichan Valley will be announced closer to the event. The estimated economic impact for Cowichan Valley from the event is \$1 million. There will be 24 communities featured as part of Season 4 of Rogers Hometown Hockey tour including, Surrey and Williams Lake in British Columbia.

*For more information, please contact:*  
John Elzinga

### **1<sup>st</sup> Vice President- Dave Brummitt**

- It has been a busy last couple of weeks with countless hours committed by many volunteers at Kerry Park, it is very appreciated.
- Most of what has been worked on is covered in other executive member reports

## **2<sup>nd</sup> Vice President** - Mari Ann Rockson

- Ice is coming along. I am still waiting for contracts from both rinks. Once I get the contracts I will have a better sense of where we are at in terms of the ice budget.
- Nelly and I had a chat this morning about an option to get Initiation away from the 4pm ice on Friday. I already have a plan in the works to eliminate Monday 4pm ice 2 of every 3 weeks to benefit Novice.
- I need final confirmation on team numbers. Before the meeting I will create a report showing the most up-to-date player registration numbers possible. There is still player movement to be finalized but I am expecting;
  - Initiation 2 teams
  - Novice 3 teams
  - Atom 3 teams
  - Pee wee 3 teams
  - Bantam 2 teams
  - Midget 2 teams
- This is going to create some inefficiencies in ice scheduling since we will have an uneven number of teams who share ice {3 novice & 2 atom C}. I am also concerned about inefficiencies that will come with each of the initiation and novice groups having different ice requirements. *I would like to see some money put aside to cover these costs. Will discuss at a later date.*
- I would like to discuss the format of recreational leagues and their playoffs. It would be great if we could pass a motion asking for change that Gord could present at a South Island Presidents meeting.
- There are quite a few changes coming to the way policy is going to be applied for teams this season {limits on number of games with association pays for refs, tighter controls on extra ice, tighter controls on excess team officials etc...} We should consider making the managers meeting mandatory for all managers so that everyone is fully aware of the changes.

## **Treasurer** - Heather Calabrese

- You have received an email with our current financials.
- To date we have received all registration fees for the season.
- I have attached an update to our budget. It will change a bit as we get more solid numbers on the cost of sponsorship. I will be using this budget to build the budget for next year outlining all our income and costs.

## **Registrar/Administrator (acting)** - Mari Ann Rockson

- Thank you to everyone for working with me during my time as the acting-registrar. It's been a steep learning curve and there are still some housekeeping items to be taken care of but so far so good.

- I would like to thank everyone who stepped up to cover off the administrator portion of the Secretary/Registrar job. Quite a few board members and parent volunteers stepped up to help make sure that everything got done and that all the kids made it onto the ice reasonably smoothly. Without a team effort it would never have gotten done. Thanks everyone!
- Here are the current registration numbers per division. Most of the transfers have been completed although there are still a few in progress. I would hope that we will register a few more Initiation and Novice players but there are currently no outstanding inquiries.

division	# of players	pending release	pending transfer in	# waitlisted	total in division
Initiation	21				21
Novice	43				43
Atom	54	1			53
Peewee	53	2	1		52
Bantam	36	1			35
Midget	38			2	40
					245

- Probably not at this meeting but we should have a conversation at some point about recruiting and increasing registration numbers. This is the lowest registration we have had since I've been on the board. Other MHA's are experiencing the same problems but we should at least try to stem the decline if we can.

**Head Coach/Development Coordinator - Kayle Bell**

- Nothing to report

**Equipment Coordinator - Justin Leamy**

- Rep Jerseys have had sponsor bars sewn on & have been handed out with the exception of Atom.
- Rec jerseys midget through peewee getting sponsor bars on now, will have back early next week.
- There are sizing issues with Bantam A. Too many large sizes & too many smaller players (approx. 9 players). There aren't enough spare pairs to swap out in Bantam A. Will need careful sizing of peewee & bantam house to get some correct sizes to Bantam A. Bantam A will use the set of Laga jerseys until sizing problem is corrected.
- First aid kits, pucks, game sheets ect. have been handed out to Peewee, bantam, midget divisions.
- Will be contacting Marks Instant signs to get sponsor logos installed on rink dividers. Will need to be done before they are loaned to SLS. We will also be getting a fold down banner with sponsor logos.



**Risk Manager - Martin Wright**

- Of 249 members, 200 have completed and submitted their ePACT medical information and parent and player contracts.
- In addition to the original request, I've sent two reminders to members with this outstanding. I am following-up with these members individually as well in order to have the necessary 100% completion rate before rosters are finalized and coaches are given access to their teams' ePACT information (for which I am arranging on-line training for coaches).
- Isolated ePACT completion problems have been reported to me and are being resolved on a case-by-case basis.

**Referee Assignor - Mike La Roy (absent)**

- Assigned officials for the final PW, Bantam and Midget competitive evaluations.
- Weekend of the 9th/10th saw three games requiring officials.

**Referee in Chief - Lonnie Goodfellow**

- I met with our officials last week to go over the expectations of the year as far as officiating goes. Kind of starting all off on the right foot.
- I had a chat with our senior officials first to go over my plan of mentoring our younger officials throughout the year as we have quite an experience gap between our junior and more senior officials. The idea is to give the junior officials some good feedback to try and close that gap moving forward.
- I am looking to pay our senior officials the same as the officials on the ice by utilizing some of the money that is not used at the beginning of the year for novice as they do not play games until around Xmas. What you will see is a couple of our junior officials and a senior official either on the ice or in the stands. They are checking on positioning making sure they are where they should be at any given time. Blowing the whistle so it can be heard using the proper procedure when making a call. Etc. They will not be critiquing on a call that they should have possibly made on a penalty as what the official sees on the ice and what they may see in the stands is 2 different things. They will also answer any questions that the young official may have. I think this will build a whole bunch of confidence in our officials as a whole.
- Our level 1, 2, 3 clinic is set for the 13th of Sept 5 -9pm

**Motion:** LG –To spend up to a max of \$360 for senior officials to mentor our younger officials.

Second MR

Carried

**Tournament and Sponsorship - Blue Bennefield**

- Nothing to report

**Action:** BB – to get sponsor list and logos to MT, Raina and JL to follow through with promises made to sponsorships.

**Action:** BB – to forward sponsorship platform to division coordinators to allow teams to get sponsors.

## **Competitive Coordinator - Darren Van Oene**

- Evaluations have been completed for the Pee Wee, Bantam and Midget teams.
- Pee Wee and Bantam team rosters have been finalized.
- The Midget roster will take possibly another week to finalize due to the possibility of players returning from the Jr. B Islanders try outs.
- Atom evaluations start on Sept.10 and finish on Sept.14.
- **Side note:**
  - I talked with Aaron Spotts the Jr b Islanders coach about his players getting involved more with KPMHA rep teams. I am not sure at this point how we can get his players more involved, but I do think this is something that is worth discussing. One idea we did discuss was the possibility of his players coming out and helping with team practices.
  - I would also like to recommend that the Atom Transition Plan ice sessions be completed before Labor Day weekend and that the ice slots consist of four 1.5 hour sessions as suggested by our Atom Coordinator, Wendell Rederberg.

**Action:** Coordinators to send a note to Mark Osmond about 7<sup>th</sup> man (Junior B Islanders) if interested.

## **Discipline Committee**

- Nothing to report

## **Division Coordinators:**

- **Initiation** - Nelly Brummitt
  - Initiation had its first practice on Sat AM; it was awesome to see all the smiling faces on the ice: hockey feel good therapy. Gained a couple of new players so we a total of 21 which at least will give us two small teams. Only 4, 2012's so will apply to VIAHA to have mixed teams.
  - Paint Nite: Went well, almost sold out, 46 tx sold (need to confirm number with organizers) = \$690 for KPMHA. As it was a fundraiser hoping CVRD will waive room fee.
  - Managers meeting: KP lounge booked for Sept 19 at 7pm. Details to follow.
  - Coach One/Cross Ice Seminar (initiation and novice coaches): Kp lounge for Sept 25 at 7pm, still waiting on Lee Richardson (SVIAHA Cross Ice Coord) to confirm date.
  - Just wanted to thank everyone who organized and helped out evaluations. Good job!
- **Novice** - Aaron Lamb
  - 42 current registrants - some still trickling in
  - Updated Guidelines sent from VIAHA on Sept 6 - formulation of team
- **Atom** - Wendell Rederburg
  - Nothing to report
- **Peewee** - Jason Rockson

- o All is good. The players are split into 2 teams and have played a game to check for balancing. The score was 4-4.
- o Got everything approved by 1<sup>st</sup> Vice and Head Coach.
- o Thank you to those who helped make it all happen smoothly.
- **Bantam** - Michele Taren
  - o Bantam C had 1 practice so far.
  - o Nicole L., one of our Bantam goalies has made the South Island Midget A girls team. **Congrats Nicole!**
  - o There are currently 3 goalies on the Bantam C team, looking into options regarding this.
  - o Bantam C has 15 skaters on the team after 1 player withdrew.
  - o In the process of recruiting managers and safeties for the Bantam C team.

**Website info**

- o I have updated several areas of our website
- o Linked our Face book page to it. **Thank you Raina Bennefield** for setting up and updating our KPMHA facebook page!
- o Sent Rep Managers their log in codes and pages
- o There are a few areas where I need further info from some of you in order to move forward.
- o *Sponsorship* - I need to know who is sponsoring each division and each team so that I can create the appropriate pages. Can I also get company logos in a jpeg format?
- o *Risk Management* - the link Dryland Instructors Qualifications has an error on it. MW can you provide a new link for this?
- o *Equipment and Apparel*- Justin if you want, I can set up this page. Would just need the pics of the clothing items.

**A few side notes;**

- o The Shawnigan Lake School Hockey Program has a bunch of **used hockey gear** they wish to donate to KPMHA. Sizing would be for Bantam to Midget aged.
- o Waiting to hear back on when we can grab this gear. Once I know that, can we do something in the warm room one night for members? My understanding is there is too much gear to be posting it all on our facebook page.

**Action:** MT to discuss with Kevin how much gear there is and how to give it out to KP Players.

- **Midget**- Dale Purinton
  - o I want to thank everyone who has helped in the tryout process.
  - o Midget started with a four man wait list, as this was challenging to get all the players a place to play, our boards members worked hard to find a solution as best as they could.
  - o There are two Midget teams, one Rep and one Rec.
  - o I would also like to discuss how we evaluate players, I believe we can find a better way to do this.
  - o It is great to be back to the arena, I wish everyone an amazing year.
- **Female** - Andrew Ketch

- o Nothing to report.

**Motion:** NB-To adjourn the meeting

Second: MR

**Carried**

Meeting adjourned 9:30 pm.