

KPMHA Executive Meeting
MEETING MINUTES
Sept 9th, 2013
Kerry Park Lounge

Executive Members Attendance: Mari Ann Rockson, Alison Russell, Brandi Paisley, Erin Egeland, Bob Williams, Natasha Hennessey, Keith Reymerink, Louise Thomson, Nigel Hussey, Nelly Brummitt, Dave Brummitt, Dave McDill, Kirk Young, Chris Claxton, Kayle Bell

Members Present: Barb Norton, Sabine Bell, Kim Duffe

Absent: Jeremy Webb

Meeting called to order at 6:36 pm

Motion to approve agenda: DM

Second: MA

Carried

Motion to approve August, 2013 Minutes: DB

Second: MA

Carried

Old Business

New Business

- Communication Chain
 - Problems have surfaced around people not following this chain.
Please refer members to correct Executive member when you are approached with a question that does not deal with your job directly.
- Pinnies for Evaluations
 - Chris will order 2 more sets
- Referee in Chief position
 - Ian Chabot acclaimed
 - AR: Motion to waive the membership fee for Ian Chabot
 - Second: NB
 - Carried
- Motions
 - If you wish to submit a motion prior to the meeting for inclusion on the agenda please include complete text and send to Registrar.

President's Report – Erin Egeland

- President's report presented

- Motion: MA – Applications for Gaming Licenses shall be forwarded to the Treasurer within one week of receiving it.
 - Second: DM
 - Carried

Executive Reports:

1st Vice/Sponsorship – Dave Brummitt

- Report sent via email
- Looking at opportunities for checking clinic
 - Discussion around necessity of doing this on Recreational teams

2nd Vice/Ice – MR

- Report submitted
- Motion: DM – Morning ice slots to be rotated between Atom to Midget teams
 - Second: CC
 - Carried
- Coaches will be given a practice once a month 8:30-9:30pm on Friday

Treasurer- AR

- Financials were emailed to all.
- Alison having problems with loading Quickbooks software onto her laptop
- Motion: AR – KPMHA to purchase a laptop for use of the Treasurer and Registrar.
 - Second: NB
 - Tabled

Registrar – LT

- Entering Roster season. This is very busy!
- Teams should not send me rosters until team staff is in place and jersey numbers have been assigned.
 - All info needs to come in one email
- Once Managers are in place, I work with them as the team contacts. Coaches should have their managers contact me if they have a problem
- Any changes in rosters need to be sent to your appropriate VIAHA Commissioner. Requests for changes should come to me at least 72 hours in advance of when teams need them. I will update and send back to the manager to double-check and forward to the Commissioner.
 - This double-check system works best as the Managers are most likely to spot an error in a group they know well and they know that the info has been passed on to VIAHA.
- People are starting to access the Hockey University to get their courses. Please direct them to Bob to find out what they need or to the BC Hockey website for the link (also posted on our website).
- Just a reminder that we do not reimburse for coaching courses until the post-task is signed off by BC Hockey. This happens after the end of the season. The member will get a confirmation email from BC Hockey that they have passed. Please do not ask before then! :))
- Other requests for refunds can go straight to the Treasurer. Their receipt must be attached to the email.

- A request has been presented to waive refund policy for long-time Kerry Park player whose school schedule conflicts with hockey schedule.
 - Details of request presented as per emails received by Registrar and forwarded to President.
- Motion: KB – KPMHA refund policy to be followed.
 - Second : AR
 - Carried

Head Coach –BW

- Still working on coaching staffing
 - 80% are in place
- Coach's manuals ordered
- Bob thinking that the coaches would own the manuals. Erin asked if they could be signed out and returned at the end of the year and passed down. Erin suggests giving them an option to return.
- Bob will compile a list of all team staff

Equipment – CC

- Report submitted
- Socks and jerseys ordered

Risk Manager – Alison Russell

- CRCs have been received from previous Risk Manager

Referee Assignor: - Vacant (Louise filling in)

- Louise is filling in until an assignor can be found
- Need clarification on Referee Assistance program
 - What does that cover?
 - What is the income threshold?
 - Who administers that?

Referee in Chief – Vacant

Tournament and Sponsorship – Diana Bruvold

- Report submitted
- Looking at past sponsors
- Louise to send Diana letterhead

Competitive – KY

- Report attached

Development – no meetings

- Committee to consist of Dave B, Brandi P, and Barb Norton

Operations – no meetings

- Questions raised around the usefulness of this committee.
- It was decided that it would not be struck at this time.

Division Coordinators:

- Initiation – Kayle Bell -
 - Coaches in place
 - Parent meeting held
- Novice – Nigel Hussey
 - Email introduction sent out
 - Most team staff in place
- Atom – Natasha Hennessey
 - Report sent
 - Evaluations finished
- Pee wee – Nelly Brummitt
 - Report submitted
 - Discussion around tiering or balancing of teams.
 - Motion – DM: Pee wee Division to balance teams for the 2013-14 season.
 - Second: MA
 - Carried
 - Erin to send out email to division
- Bantam – Keith Reymerink
 - 2 teams
 - Teams will be tiered
- Midget – Dave McDill
 - Report submitted
- Female Division Coordinator - Brandi Paisley
 - Report submitted
 - Motion: To have the females released to Cow Valley for the 2013/14 season
 - Second: KR
 - Carried

Meeting adjourned at 9:57pm

Next meeting- Oct 7, 2013 – Elsie Miles School, Shawnigan Lake