

**Penticton Minor Hockey Association
Executive Meeting Tuesday, February 21, 2017
PMHA Boardroom at Memorial Arena**

In Attendance:

Stacey Gagno – President
Jamie Materi – Vice President
Shelley DesRoches – Secretary
Helen Goodwin – Treasurer
Craig Finer – Initiation & Novice Director (Arrived 6:46pm)
Jill Wrigglesworth – Atom Director
Kara Ouellette – Peewee & Mini Veers Director
Brian Hutcheson – Bantam & Risk Director
Ted Van Troyen – Midget Director
Barb Main – Female Director
Darrell Moog – Equipment Director

Pam Anderson – Administrator
Kelsey Johnson – Ice Ambassador
Rod Kenney – Coach Coordinator

Regrets:

1.0 Call to Order

President, Stacey Gagno, called the meeting to order at 6:40pm.

2.0 Approval of Minutes December 13, 2016 & January 17, 2017

***Motion:** It was Moved by Jamie Materi / Brian Hutcheson that the minutes from both December 16, 2016 and January 17, 2017 be adopted as amended.*

Carried

3.0 Correspondence

3.1 Referee, Matthew Frizzi, will receive copy of possible fraudulent cheques from the Glen Charbonneau case.

3.2 Helen Goodwin picked up donation cheque from Scotiabank for the team sponsorship.

4.0 Unfinished Business

4.1 Governance committee – Tabled from December 2016
(Proposed Revisions to Guidelines 1, 6, 7, 8, 10, 14, 16, 19, 20, 22)

4.2 Zone Team Info from OMAHA – Tabled to February

Stacey advised there is a meeting to be held for the associations that may have Zone team.
Likely to have a notice afterwards for public.

4.3 Executive Assistant Job Brief – Tabled from January – Discuss under “ Employee Contracts”

5.0 Reports

5.1 Treasurer Report – Distributed to executive

5.2 Ice Ambassador

- Extended practices in March for teams in playoffs and tournaments
- City Cup games cancelled due to later playoffs

Kelsey left 6:52pm

5.3 Referee In Chief & RIC Admin Reports

- Stacey emailed reports from RIC & RIC Admin to Executive at 6:05pm.
- Ref pay for PMHA/OHG games must be reviewed
- Check with BC Hockey for 2017-18 season regarding scheduling, etc.
- PMHA recognizes referees that help out the association so they may attend ref camps
- PMHA will need to budget for 2017-18 RIC, RIC Admin, assigners, etc.

5.4 Coach Coordinator – see attached report

- Rod would like to send out a private coach survey that has codes per parent with different questions that are on the PMHA website.
- Shelley suggested sample coach survey for small group of parents. Barb suggested to send out to female group for testing.
- Rod to hold off on sending out his private coach survey until board agrees on what he would like to send out.
- Rod to get prices for Jr. Coach program plaques & gift certificates; iPads; coach appreciation night / coach info session.

Rod left 7:52pm

5.5 Equipment Director – Midget grad jerseys are completed for this season.

6.0 New Business

6.1 Budget Committee

The President appointed Helen as Chair, Jamie, Darrell and Stacey for Budget Committee.

6.2 Tournaments

The Vice President advised he received complaint regarding Peewee recreation tournament. It was felt by the complainant that at this level, there should have been a raffle table as there were three PMHA hosting teams to volunteer. Candy was given out to the players and wine to the coach/managers, which the complainant also advised the VP, was not appropriate for the Peewee level.

If there is specific tournament business sponsors, more advertising to thank them would be appreciated. Apparently there was one small signage for sponsors that donated to the Peewee tournament.

6.3 Dead Ice Rule

Initiation & Novice Director asked the Administrator to add this rule to the Tournament Rules for these two divisions.

Pam left 8:15pm

6.4 Employee Contracts

Discussion held on two NEW Positions for PMHA to review for the upcoming season. Kamloops already has this model of paid positions to help their board members.

The first position is PMHA Administrative Coordinator. This position would oversee everyday operations of PMHA with an average of 30-35 hours per week, with a salary of \$35,100 per year. A very detailed list of duties and requirements was handed out for the board to review.

The second position is an Administrative Assistant position with duties that support the main position and a few other things that the person would be in charge of, with a base salary of \$25,000 per year.

Board members were asked to support looking into this position and the details for next meeting as we need to vote on this so that our budget will reflect increases. As well as advertise for the position.

7.0 Next Meeting – March 14, 2017 PMHA Boardroom at 6:30 pm

8.0 Adjournment It was moved by Ted Van Troyen / Brian Hutcheson that the meeting be adjourned at 9:15pm