

**YOU ARE INVITED**

**TO**

**TRIPORT MINOR HOCKEY'S**

**AGM**

**WEDNESDAY MAY 16, 2018**

**SPORTSMAN STEAKHOUSE**

**7:00 P.M.**

# TRI PORT

Minor Hockey Association

P.O. Box 1751, Port McNeill, B.C. V0N 2R0  
Port Alice Club, Port Hardy Club, Port McNeill Club,  
North Island Eagles, Female Hockey Program

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April 16, 2018

Attention: All Members of Tri Port Minor Hockey Association

## **INVITATION TO ANNUAL GENERAL MEETING FOR 2018 - 2019 HOCKEY SEASON**

The Annual General Meeting (AGM) of the Tri Port Minor Hockey Association (TPMHA) is scheduled as follows:

**Date:** May 16, 2018 (Wednesday)

**Time:** 7:00 PM

**Location:** Sportsman Steak House in Port McNeill (Side Room)

**RSVP:** Seating is limited so please RSVP to the undersigned if you plan on attending

TPMHA is the governing body for the four Hockey Clubs (Port McNeill, Port Alice, Port Hardy, and the North Island Eagles) and the Tri Port Female Hockey program. TPMHA represents the local membership within Vancouver Island Amateur Hockey Association.

As part of the AGM process, we solicit the membership for their input on proposed resolutions to the "Constitution/Bylaws". If you require a copy of the bylaws or the policy manual, please refer to our website at [www.triporthockey.ca](http://www.triporthockey.ca) or alternatively contact the undersigned. Forms are attached to this package that are to be used to submit proposed changes to the Bylaws and must be presented at the AGM.

The other major part of the business to be conducted at the AGM is to elect the Executive for the upcoming hockey season. As per the TPMHA Constitution, the following positions are available and elected annually from the Membership:

Position	Comments
President	Vadim Stavrakov (incumbent) is running for re-election
Secretary	We are currently seeking a volunteer to fill this position
Treasurer	Tricia Ewen (incumbent) is running for re-election
Referee in Chief	We are currently seeking a volunteer to fill this position
Coach Development Coordinator	We are currently seeking a volunteer to fill this position
Referee Coordinator	Alison Mercer (incumbent) is running for re-election
Female Coordinator	Lisa Brown (incumbent) is running for re-election
Members at Large (x 3 Positions)	Sabrina Dent and Natalie Stewart are running for re-election

If any individual of the Membership would like to run for one of the above positions, please contact Kevin Laird at [Triport Hockey@gmail.com](mailto:Triport Hockey@gmail.com). Those individuals' names will be put forward as part of the election process.

Kevin Laird  
Administrator  
Tri Port Minor Hockey Association

# **AGM – AGENDA – Tri Port Minor Hockey Association**

May 16, 2018 (Wednesday) – Sportsman Steakhouse in Port McNeill @ 7 PM

- 1. Call the Annual General Meeting to order**  
(All members sign attendance sheet)
- 2. Additions to Agenda**
- 3. Review & Adoption of previous AGM Minutes (held on May 16<sup>th</sup>, 2017)**
- 4. Tri Port President's Report**
- 5. Administrator's Report**
- 6. McNeill Club Report**
- 7. Hardy Club Report**
- 8. Alice Club Report**
- 9. Eagles Rep Club Report**
- 10. Treasurer's Report**
- 11. Referee in Chief Report**
- 12. Coach Development Coordinator Report**
- 13. Members at Large Reports**
- 14. Resolutions**
  - (a) Amendments & Changes to Association's Bylaws
  - (b) Amendments & Changes to Association's Hockey Operations Policy Manual
  - (c) Other Resolutions
- 15. Acknowledgment of Club Presidents for 2018-2019 Season**
  - (a) McNeill Club –
  - (b) Hardy Club –
  - (c) Alice Club –
  - (d) Eagles Club -
- 16. Election of Officers**
  - (a) Tri Port President
  - (b) Secretary
  - (c) Treasurer
  - (d) Referee In Chief
  - (e) Coaching Development Coordinator
  - (f) Referee Coordinator
  - (g) Female Hockey Coordinator
  - (h) Members at Large (x3)
- 17. Other Business Items**
- 18. Closing Remarks**
- 19. Next Tri Port Executive Meeting**

# TRI PORT

Minor Hockey Association

P.O. Box 1751, Port McNeill, B.C. V0N 2R0  
Port Alice Club, Port Hardy Club, Port McNeill Club,  
North Island Eagles, Female Hockey Program

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## ANNUAL GENERAL MEETING

May 16, 2018

### Sign In Sheet

#	Name (Please Print)	Address
1.		
2.		
3.		
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**Tri-Port Annual General Meeting  
Seven Hills Golf Club  
May 16, 2017**

Called to order 7:05p.m.

Members present: Vadim Stavrakov, Kevin Laird, Lisa Brown, Murray Estlin, Jennie-Lynn Noel, Alison Mercer, Sabrina Dent, Joe Jewell, John Bramham, Tricia Ewen, Natalie Stewart, and Tanya Spafford, plus 4 Proxy votes. 16 voting members

**Additions to Agenda**

- Budget Proposal for the 2017-2018 season
- Female Coordinator Report
- Proposed meeting schedule for the 2017-2018 Season

**MINUTES**

- Minutes from May 11<sup>th</sup>, 2016 AGM Meeting adopted  
Moved by John Bramham, Seconded by Jennie-Lynn Noel

**PRESIDENT – Vadim Stavrakov**

- Report Attached
- VIAHA implemented Fan Free weekends due to abuse of game officials. Tri-port did not have to do any as we did not have any issues that warranted it.
- Fair Play code is changing to exclude playoff games
- Cross Ice came into affect for initiation. We did not receive funding for the boards but will apply again. Hockey Canada is moving towards changing Atom to Cross-ice as well.
- The association needs volunteers to keep the clubs going.

**FEMALE COORDINATOR – Lisa Brown**

- Thanks to Tri-port Minor Hockey for supporting the girls program
- First year as a stand-alone program under the Tri-Port Association with the Female Program finances being separated and two accounts being opened one program account and one gaming account.
- There was a significant increase in enrolment with 50 players, 3 teams in total with 2 teams playing in the VIAHA Rec league and one Intro team
- It was a successful season though there were struggles with equipment and jerseys. Other clubs helped where they could and progress is being made towards addressing these issues before the start of he next season.

**ADMINISTRATOR – Kevin Laird**

- Report Attached
- The Policy Manual has been updated and the next step is the Constitution and Bylaws as soon as the new Society Act is in place.
- Thank you to the volunteers that helped with registration
- We have volunteers to fill in the positions that were not filled last season
- Accomplishments for the season involved the online game reporting. Rep teams will be required to fill out both the VIAHA and Tri-port game reports. This will offer better tracking for every team.

- Another accomplishment was the updating of the website.
- Improvements needed for the upcoming season; Better communication between clubs and Triport. As well as having a complaints/Discipline committee ready at the beginning of the season
- More meetings are needed throughout the season

#### Motions Needed

*Motion to accept the proposed meeting schedule as presented – Motion by Lisa Brown, seconded by Murray Estlin*  
**CARRIED**

*Motion to accept updated Policy Manual as presented – Motion by Sabrina Dent, seconded by Murray Estlin*  
**CARRIED**

*Motion to accept proposed budget for the 2-17-2018 season as presented – Motion by Natalie Stewart, seconded by Jennie-Lynn Noel*  
**CARRIED**

#### **PORT MCNEILL – Murray Estlin**

- Successful season with volunteers, though it was small group that was in place
- Held 5 tournaments
- Arena staff was great
- Looking for coaches for next season
- Challenges for next season are vacancies to executive and changes to the BC Hockey Regulations
- Another challenge is finding a Referee in Chief to replace John Bramham

#### **PORT HARDY – Joe Jewell**

- Season went well due to volunteers
- Highlights were early registration, well attended tournaments, the Ben Olsen mini camp and a well attended AGM
- Challenges were a lack of volunteers, a lack of refs (especially at the Midget level), and issues between the Hardy and McNeill teams.
- Upcoming plans involve minicamps that can hopefully include the Port McNeill club, including a goalie camp
- They have purchased new training aids
- Fees will include registration to the Port McNeill tournaments

#### **PORT ALICE – Natalie Stewart**

- Low numbers this year, needing to recruit some more players
- Struggled with low number of volunteers. Most of the seasons executive did not have players in the club
- Early registrations (by June 29) will be taken and some ages may need to join McNeill or Hardy teams
- Cross Ice was a bit of a challenge as not all teams played the same way
- The Port Alice arena received a grant to replace the chillers for next season

#### **NORTH ISLAND EAGLES – Tanya Spafford and Jennie Lynn Noel**

- Each team enjoyed successful season, with two league banners being won
- Atom Tournament was a success and will hopefully be an annual event

- Fair Play needed to be discussed a few times and there were a few travel issues but the Tri-Port teams did a great job managing to make it to all their away games. Updates to the VIAHA travel policy should help this next season
- Have a full executive for the first time in a few years. Was great to have so many step up to be part of the team.

**TREASURER – Tricia Ewen**

- Report attached
- Was a good season financially, budget was kept on track

**REFEREE IN CHIEF – John Bramham**

- Need more adult refs desperately
- 2 Port McNeill refs attending the Referee Camp this summer
- Ref Clinic will be in Hardy in October
- Had to call refs from Campbell River a couple of times. This is expensive but was necessary (Vadim commented that Ref fees are being standardized)
- Discussion regarding sharing the duties of ref in chief. Alison Mercer suggested she could help with scheduling if John could continue mentoring the refs and dealing with any situations that arose

*MOTION to divide Referee in Chief duties to include 2 positions; Referee in Chief and Referee Coordinator, Motion by John Bramham, seconded by Murray Estlin*

*CARRIED*

**Members at Large – N\A**

**Coach Development Coordinator – N\A**

**Elections**

President – Vadim Stravrovkov

Secretary – Tanya Spafford

Treasurer – Tricia Ewen

Referee in Chief – John Bramham

Coach Development Coordinator – Alison Mercer

Female Coordinator – Lisa Brown

Members at Large

- Sabrina Dent
- Natalie Stewart

Referee Coordinator – Alison Mercer

Next meeting is – August 2017

Adjourned 8:48pm

**Proposed Schedule of Tri Port MHA meetings for 2018-2019 Season**

**August 15<sup>th</sup> (Wednesday)**

**September 5<sup>th</sup> (Wednesday)**

**October 10<sup>th</sup> (Wednesday)**

**November 7<sup>th</sup> (Wednesday)**

**December 12<sup>th</sup> (Wednesday)**

**January 9<sup>th</sup> (Wednesday)**

**February 13<sup>th</sup> (Wednesday)**



**PROJECTED ANNUAL FEES (EXPENSES) FOR THE 2018-2019 SEASON**

Last Update :

5-May-18

Prorate % based on past 3 years of Player Registrations (for Balance forward only) >>		3%	33%	32%	21%	11%	100%	
Prorate % based on 2017-2018 Player Registrations :		0.0%	32.2%	36.0%	21.8%	10.0%	100%	
		Alice Club	Hardy Club	McNeill Club	Rep Club	Triport Female	Totals	
TRIPORT	"ESTIMATED" Balance forward from previous year	\$ 9,000	\$ 270.00	\$ 2,970.00	\$ 2,880.00	\$ 1,890.00	\$ 990.00	\$ 9,000.00
VIAHA	Annual player registration fee - 1st Installment	300 \$ 8.00	\$ -	\$ 772.32	\$ 863.67	\$ 523.18	\$ 240.83	\$ 2,400.00
VIAHA	Annual player registration fee - 2nd Installment	300 \$ 8.00	\$ -	\$ 772.32	\$ 863.67	\$ 523.18	\$ 240.83	\$ 2,400.00
VIAHA	Rec. Playoff "Recovery fee" - Atom Dev. & Female		\$ -	\$ -	\$ -	\$ 313.02	\$ 258.23	\$ 571.25
VIAHA	"Carded" Team VIAHL League fee + Atom Dev fee	4 \$ 400	\$ -	\$ -	\$ -	\$ 1,600.00	\$ -	\$ 1,600.00
VIAHA	Overage/Underage Fees (\$20 fee per player)	\$ 180	\$ -	\$ 60.00	\$ 60.00	\$ -	\$ 60.00	\$ 180.00
VIAHA	Handbooks (19 Teams x 3 books per team x \$8 book)	% teams \$ 456	\$ -	\$ 144.00	\$ 144.00	\$ 96.00	\$ 72.00	\$ 456.00
VIAHA	Game sheets	% teams \$ 500	\$ -	\$ 157.89	\$ 157.89	\$ 105.26	\$ 78.95	\$ 500.00
BCH	Carded Team Reg fees & Player Cards (PeeWee - Midget)	\$ 495	\$ -	\$ -	\$ -	\$ 495.00	\$ -	\$ 495.00
BCH	Recreational Team Registration Fee	15 \$ 5	\$ -	\$ 30.00	\$ 30.00	\$ -	\$ 15.00	\$ 75.00
BCH	Player Reg. Fee (Invoiced in Mid Oct)	300 \$41.15	\$ -	\$ 3,972.61	\$ 4,442.49	\$ 2,691.12	\$ 1,238.77	\$ 12,345.00
BCH	Team Officials Reg Fee (Invoiced in Mid Oct)	120 \$41.15	\$ -	\$ 1,156.65	\$ 1,690.49	\$ 1,468.05	\$ 622.81	\$ 4,938.00
BCH	Annual MHA Association Registration Fee	% Players \$ 50	\$ -	\$ 16.09	\$ 17.99	\$ 10.90	\$ 5.02	\$ 50.00
BCH	Tournament Sanction Fees	15 \$ 78.75	\$ -	\$ 472.50	\$ 472.50	\$ 78.75	\$ 157.50	\$ 1,181.25
BCH	Referees clinic fees (level 1's) \$82	25 \$ 93	\$ -	\$ 748.18	\$ 836.68	\$ 506.83	\$ 233.30	\$ 2,325.00
BCH	Referees clinic fees (level 2's) \$117	20 \$ 120	\$ -	\$ 772.32	\$ 863.67	\$ 523.18	\$ 240.83	\$ 2,400.00
BCH	Referees clinic fees (level 3's) \$144	2 \$ 150	\$ -	\$ 96.54	\$ 107.96	\$ 65.40	\$ 30.10	\$ 300.00
BCH	Week Long Referee Summer Camp	% Players \$ 1,260	\$ -	\$ 405.47	\$ 453.43	\$ 274.67	\$ 126.44	\$ 1,260.00
Misc.	Administrator Salary	% Players \$ 7,000	\$ -	\$ 2,252.60	\$ 2,519.03	\$ 1,525.95	\$ 702.42	\$ 7,000.00
Misc.	Ice Scheduler - RDMW	% teams \$ 2,500	\$ -	\$ 789.47	\$ 789.47	\$ 526.32	\$ 394.74	\$ 2,500.00
Misc.	June 2019 BC Hockey AGM delegate attendance	% Players \$ 2,000	\$ -	\$ 643.60	\$ 719.72	\$ 435.99	\$ 200.69	\$ 2,000.00
Misc.	Tri Port Legal Fees (\$10 Levy per Player)	% Players \$ 3,000	\$ -	\$ 965.40	\$ 1,079.58	\$ 653.98	\$ 301.04	\$ 3,000.00
Misc.	Clinics	% Players \$ 1,000	\$ -	\$ 321.80	\$ 359.86	\$ 217.99	\$ 100.35	\$ 1,000.00
Misc.	Post Office Box Rental	% Players \$170.00	\$ -	\$ 54.71	\$ 61.18	\$ 37.06	\$ 17.06	\$ 170.00
Misc.	Tri Port Mail out to all membership	% Players \$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Misc.	Tri Port 2018-19 AGM fees	% Players \$ 500	\$ -	\$ 160.90	\$ 179.93	\$ 109.00	\$ 50.17	\$ 500.00
Misc.	Society Act annual registration fee & Bylaw Changes	% Players \$ 150	\$ -	\$ 48.27	\$ 53.98	\$ 32.70	\$ 15.05	\$ 150.00
Misc.	Travel Expense for VIAHA Meetings & AGM	% Players \$ 1,000	\$ -	\$ 321.80	\$ 359.86	\$ 217.99	\$ 100.35	\$ 1,000.00
Misc.	Society Awards (ie: Life members, Volunteers)	% Players \$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Misc.	Miscellaneous	% Players \$ 750	\$ -	\$ 241.35	\$ 269.90	\$ 163.49	\$ 75.26	\$ 750.00
Misc.	Triport Website	% Players \$ 500	\$ -	\$ 160.90	\$ 179.93	\$ 109.00	\$ 50.17	\$ 500.00
Misc.	Admin Costs (printer supplies/paper)	% Players \$ 200	\$ -	\$ 64.36	\$ 71.97	\$ 43.60	\$ 20.07	\$ 200.00
			\$ -	\$ 15,602.04	\$ 17,648.85	\$ 13,347.63	\$ 5,647.98	\$ 52,246.50
				OPERATING BUDGET FOR 2018-19 SEASON TOTAL -->				\$ 52,246.50
	<b>CREDIT BACK TO CLUB &gt;&gt;</b>	\$0	\$0	\$0	\$0	\$0	\$0	
	<b>by Sept 15</b>	1st Installment	\$ -	\$ 5,200.68	\$ 5,882.95	\$ 4,449.21	\$ 1,882.66	\$ 17,415.50
	<b>by Oct 15</b>	2nd Installment	\$ -	\$ 5,200.68	\$ 5,882.95	\$ 4,449.21	\$ 1,882.66	\$ 17,415.50
	<b>by Nov 15</b>	3rd Installment	\$ -	\$ 5,200.68	\$ 5,882.95	\$ 4,449.21	\$ 1,882.66	\$ 17,415.50
			\$ -	\$ 15,602.04	\$ 17,648.85	\$ 13,347.63	\$ 5,647.98	\$ 52,246.50

The Clubs and female program are responsible for repayment of coaching, safety and respect in sport clinics. Since referees are used in all three towns as needed, Referee "training" will be reimbursed under this budget.

#2018/19 –  
**RESOLUTION --NOTICE OF MOTION**  
**TRI PORT MINOR HOCKEY**

Amendment to:

(1) Bylaw # 1, 2, 3, 4, 5, 6, 7, 8, & 10 or

(2) Hockey Operations Policy Manual # N/A

Submitted By: Kevin Laird

**Current wording of section proposing to change:**

See Attached

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**New (Proposed) wording of section:**

See Attached

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**Rationale for Change:**

To include Female Hockey Program into Tri Port MHA and to modernize the existing Bylaws.

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All notice of motions for resolution at the Tri Port Minor Hockey Association Annual General Meeting **must be submitted in writing a minimum of 21 days prior** to the A.G.M. meeting date.

SUBMIT TO :           President of TPMHA  
                              PO Box 1751,  
                              Port McNeill B.C.  
                              V0N 2R0

#2018/19 –  
**RESOLUTION --NOTICE OF MOTION**  
**TRI PORT MINOR HOCKEY**

Amendment to:

(1) Bylaw # \_\_\_\_\_ or

(2) Hockey Operations Policy Manual # \_\_\_\_\_

Submitted By: \_\_\_\_\_

**Current wording of section proposing to change:**

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**New (Proposed) wording of section:**

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**Rationale for Change:**

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All notice of motions for resolution at the Tri Port Minor Hockey Association Annual General Meeting **must be submitted in writing a minimum of 21 days prior** to the A.G.M. meeting date.

SUBMIT TO :            President of TPMHA  
                              PO Box 1751,  
                              Port McNeill B.C.  
                              V0N 2R0

Bylaw Thirteen – Proxy Voting

**PROXY**

**TRI PORT MINOR HOCKEY ASSOCIATION**

I, the undersigned member of Tri Port Minor Hockey Association,  
hereby appoint \_\_\_\_\_ as my  
proxy to attend, act and vote for me on my behalf at the Triport  
Annual General Meeting to be held on Wednesday, May 16<sup>th</sup>, 2018 and  
adjournments thereto.

Dated at \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
**Signature of Member**