



3205 Forest Glade Drive, Windsor, ON, N8R1W7
SPFHAhockey.com

**Sun Parlour Female Hockey Association
MEETING MINUTES
June 11, 2023
7:00 pm - Holiday Inn – Huron Line**

Present: Lorie Gregg, Maria Lloyd, Steve St. Louis, Rob Poisson, Francine Stadler, Glenn Powney, Jen Soulliere, Stephanie Bell, Steve Truong, Joseph Gajda & Kayla Raniwsky

Late:

Regrets: Katie Doe, Stacie Lobzun-Howe & Kevin Bell

Meeting called to order at 7:01 pm

Approval of Agenda:

Stephanie put a motion to Approve agenda. Seconded by Maria - Approved

Approval of Minutes:

Rob put a motion to Approval of minutes from May 10th, 2023 Meeting. Seconded by Stephanie - Approved

Old Business:

1. 2023-24 Budget

Lorie presented where we stand as an association and that we are working on some assumptions which remain unknown in terms of costs and # of registrants. Currently there are 404 players registered which keeps us on budget so we will move forward with current budget and make and necessary amendments in August when we know more concrete registration numbers.

Stephanie put a motion to defer the approval of the 2023/24 budget until the August meeting – Seconded by Maria – Approved.

New Business:

1. Non-parent Coach Policy

Lorie outlined some changes and updates to the policy based on experiences over the last two seasons. The changes will go into effect for the 2024/25 season. The updates are related to

expensing of coach hotel rooms, meal allowances and compensation for milage. To be highlighted – SPFHA will be implementing a max on these expenses, also outlined that when possible coaches must stay at team hotel and limit number of rooms to be expensed to team.

Maria put a motion to accept the changes for the 2024/25 season as presented. Seconded by Stephanie - Approved

2. Financial Reporting Policy

A new policy brought forward by Lorie. This policy outlines the responsibilities of the team manager and head coach in regard to financial reporting and fundraising reporting. All monthly team budget reporting must be submitted to the VP of Travel, President and the Treasurer by the 15th day of the month, the year end statements must be submitted by April 30th. All fundraisers must submit a fundraiser approval form as well as a report once the fundraiser is completed. (These forms will be on the SPFHA website).

Rob put a motion to accept the Financial Reporting Policy as presented. Seconded by Maria - Approved.

3. Sponsorship Policy

The new sponsorship policy was circulated in advance of the meeting via e-mail. Through some discussions it was decided that the policy would outline HL teams being allowed to get a one time sponsor to be allocated to tournament costs. This would be accepted following the procedures outlined in the policy.

Lorie made a motion to approve the policy. Seconded by Joe -Approved

As a part of the addition to the policy regarding house league tournaments Maria made a motion to allow House League Teams to attend 3 tournaments maximum with only 2 being away. Seconded by Stephanie - Approved.

4. Travel Staff Approval

Steve S made a motion to go in camera @ 8:15pm. Seconded by Jen

Kayla made a motion to come out of camera @ 8:33pm. Seconded by Steve S.

5. 30-year Logo

Steve showed the 2 entries we received.

Steve S made a motion to give both individuals the winning prize (Gift card). Seconded by Lorie - Approved

Steve S showed a few different mock ups of the 30th logo. After some discussion and a vote by the board members logo E was selected.

Steve S made a motion to use logo E as our 30th anniversary logo to go on a patch for the jerseys. Seconded by Stephanie - Approved.

6. Registration

Registration numbers as of the meeting date: (not including Travel players)

U11 – 21players

U13 – 45 players

U15 – 33 players

U22 – 55 players

Maria will e-mail all players from last year as a reminder to register and to inform them of the closing date.

Registration will close on July 10th, 2023.

A final push will also be made on Social Media.

7. Player Request

Francine made a motion to go in camera @ 8:46pm. Seconded by Jen

Kayla made a motion to come out of camera @ 8:53pm. Seconded by Steve S.

8. Picture Day

Stephanie has finalized all of the fixes with Sooters Photography. Moving forward it is a must for a designated board member to approve the proofs before printing in hopes of avoiding the mixup next time. Travel will be moving to have pictures done in September. All teams will be required to have coaches in the pictures and attendance of a team at picture day is required. It was decided that SPFHA will go back to traditional photos rather than “green screen” photos we had in the previous season.

9. House League Jerseys

Glen presented the selected house league jersey at a cost of: Jersey + Sock =\$55 with decoration

He is going to revisit the cost with Brians Source for Sports and ensure correct sizing. There was lots of discussion regarding the choice of numbers on HL jerseys.

Jen made a motion to use the Team Canada Women’s Team’s numbers for our House League Jerseys. Seconded by Jessica – Approved.

10. First Shift

26 of 30 spots are filled as of the meeting. Rob is working with the Ice Scheduler to get the schedule set, as well as working with Kayla and the Southwest team to provide on-ice help.

11. University of Windsor

Francine will be meeting with them tomorrow where she will bring our proposal forward of what asks we have for them in a partnership with our association and assist in growing the game locally.

Round Table:

Stephanie – will take the lead on the Canada Day parade – she will send out a blast email and some social media posts to try to get a few more participants.

Stephanie has divided the policy manual into sections that pertain to board members and positions. We will be working to make sure all policies are updated in a timely manner.

Kayla – Southwest will be putting on a hockey school in July as well as holding a volleyball fundraiser.

Tournament – each board member is asked to attain a prize for the tournament raffle table.

Motion to adjourn meeting at 9:56pm by Maria, Seconded by Steve S. - Approved