

**Chilliwack Minor Hockey Association**

**Board Meeting Minutes**

 **November 19th, 2018**

**6:30pm**

**-Twin Rinks-**

**1. Attendance**

* **Presiding Officer:** Jeremy Mann
* **Secretary:** Sarah Stevens
* **1st Vice President:** Mark Luknowsky
* **2nd Vice President:** Andrea Laycock
* **Treasurer:** Krista Christiuk
* **Tournament Coordinator:** Jennifer Kemp
* **RIC:** Doug Kemp
* **Hockey 1/2 Director:** Chantelle Bisschop
* **Female Director:** Colleen Nerbus
* **Bantam Director:** Wiley Borg
* **Pewee Director:** Ross Holding
* **Director of Coach & Player Development/Coach Coordinator:** Mike Kind
* **Ice Coordinator:** Craig Lehr
* **Sponsorship Director:** Charmaine Surman
* **Hockey 3/4 Director:**  Michael Jordan

**Guests:**

* **Equipment Managers**: N/A
* **Divisional coordinators:** N/A

**Absent with regrets:**

* **Director at Large**: Poma Dhaliwal
* **Co-RIC:** Connor McKracken
* **Coach and Player Development:** Scott Lindhout
* **Midget & Juvenile Director:** Cindy Rhodes
* **Atom Director:**  Kevin Naswell

**2. Call to Order @ 6:34pm**

**3. Approvals**

* Motion to accept the board minutes from October 15th, 2018 by Andrea, Seconded by Mark. All in favor, motion carried.

**4. Treasurer’s Report – Krista**

* Question - Coach Coordinator
* Rep evaluation cost, have a look at the numbers to break it down.
* Main RBC account still not closed waiting on some cheques to clear
* Sign letter when ready to close
* Deficiency list
* We decided we would not let kids step on the ice until fees are paid in full. At the point where membership should have their funding or payment plan in place and have notified the office if they are not aware by now.
* Effectively immediately we need to advice these individuals that they are no longer eligible to take the ice.
* Krista will draft up a letter regarding player ineligibility
* Update the list with everyone who does not have payment plan and funding in place for registration fees.
* Why isn’t team snap being used for all payment plans?
* Deals being made on the side in the office and shouldn’t be happening
* All financial matters in regard to payments will be forwarded to Krista from now on
* BC Hockey Sanction Fees
* CMHA receives the bill and pays it out and then reclaim from the tournament accounts
* Receive invoice 45 days after tournament ends
* Sanction fees have gone up $75.00 each
* Have not received the bill but tournaments wrote a cheque to CMHA not knowing the fees went up.
* This is based on online numbers its looking like we are having to pay more.
* Wait and see what the invoice will be as Jen applied before June 1 for sanction
* Jeremy to deal with if it’s a problem.
* Each tournament will end up eating up these fees
* Ask to be grandfathered in as we applied before June 1st
* Development payments to development coaches
* Development coach complained that they weren’t getting paid until 30 days and it’s never been like that.
* Krista mentioned to Brittany that lets change payments to Net 30 days but we were doing every 2 weeks.
* Communicate to vendors its Net 30 now so Krista can avoid coming in so much.

Motion to accept the financial statement by Andrea, seconded by Colleen. All in favor, motion carried.

**5. President Update: Jeremy**

* PCAHA Meeting – Division Balancing
* Atom declared unbalanced
* Goalie problems – not enough dedicated goalies
* Added more goalie development
* We can do any kind of player movements at this point, but the same issue will remain.
* Bantam declared unbalanced
* Move was made, and player and parents threatened to quit hockey, but they didn’t end up following through
* Bantam now balanced
* Midget declared balanced
* Coaching Honorariums
* Coaching Committee please comment on their point of view, process in place and rationale.
* Board voted prior to the AGM – new process laid out for coaching honorariums
* 1 member of committee came up with a grid
* Parent and non-parent
* Previously did not pay parent coaches
* Agreed that a parent coach honorarium would not be as much as a non-parent coach
* $25,000.00 budget
* Max $5,000 non-parent
* Max $2,500 to parent coach

The Coach Selection Committee recommends the following honorariums for the 2018-19 season based on the approved $25,000 budget. The total of the honorariums is $21,500.

Those involved in the recommendations:

Kevin Naswell

Scott Lindhout

Craig Lehr

Mike Kind

Poma Dhaliwal

We all agree on the following unanimously except Kevin Naswell believes there should be some sort of honorarium for Atom coaches.... maybe $500 each.

The following criteria have been considered when determining honorariums as discussed at previous meetings and with members of the Board:

- coaching experience

- coaching qualifications

- which team is being coached (A1, A2, A3/A4 etc)

- which division is being coached

- is the coach a parent / non-parent coach of the team

Atom A1, A2, A3 Coaches

* No honorarium recommended.
* While the Board had asked that we consider honorariums at the atom level, we still don't believe they are necessary.
* Atom is not considered Rep.
* While there is some travel, there is also travel in C division.
* In the end, all atom coaches are parents and we have never paid parent coaches in the past. While we are paying parent coaches in PeeWee and above, we don't recommend paying our Atom parent coaches.
* There has been zero discussion with Atom coaches about an honorarium for this coming season.

PeeWee A1 Coach

* $2,500 honorarium
* Parent coach with the required certification of Development 1.
* His coaching experience is very good.
* The time required, the dedication expected, and the expectations of the PeeWee A1 program are such that he should receive the highest level of compensation we would recommend for a parent coach in the association for the 2018-19 season.
* The Coach is aware that his recommended amount is in this neighborhood.

PeeWee A2 Coach

* $1,750 honrarium
* Parent coach with the required certification of Development 1.
* His coaching experience is very good and as a result, his honorarium is at the A2 level is based on 70% of that of the PeeWee A1 coach.
* This coach is likely aware that there will be an honorarium for him, but there is not been much discussion with him about the amount.

PeeWee A3 Coach

* $1,000 honorarium
* Parent coach and is a new Rep coach for CMHA.
* This coach requires his Development 1 certification.
* We recommend that this coach receives 40% of the max we would pay our parent coaches as he is at an A3/A4 level.
* There has been little to zero discussion with the coach about an honorarium.

PeeWee A4 Coach

* $1,000
* Is a new Rep coach for CMHA and requires his Development 1 certification. This coach is a parent coach and should receive 40% of the max we would pay our parent coaches as he is at an A3/A4 level.
* There has been little to zero discussion with the coach about an honorarium.

Bantam A1 Coach

* $5,000
* Is a non-parent coach with the required High Performance 1 certification.
* As an experienced, tenured Bantam A1 coach, the time required, the dedication expected, and the expectations of the Bantam A1 program are such that this coach should receive the highest level of compensation we would recommend for a non-parent coach in the association for this upcoming season. The coaches desire to continue to coach in future years is also a big asset to the association.
* This coach is aware that his recommended amount is in this neighborhood.

Bantam A2 Coach

* $1,750
* Is a parent coach with the required certification of Development 1.
* His coaching experience is average.
* His honorarium at the A2 level is based on 70% of that of the max available to a non-parent coach.
* There has been little to zero discussion with the coach about his honorarium.

Bantam A3 Coach

* $2,500
* Is a non-parent coach with the required certification of Development 1.
* This coach is coaching a team we asked him to coach and we appreciate him working with us to fill a position we required to be filled.
* He has 1 year of Rep coaching under his belt (Midget A3) and is an asset to the association as a non-parent coach who wants to continue coaching in the future.
* Due to experience and the team being coached, we recommend this coach receive 50% of the maximum honorarium we would offer to a non-parent coach for the 2018-19 season.
* There has been little to zero discussion with the coach about his honorarium.

Midget A1 Coach

* $3,500
* Is a non-parent coach who requires his Development 1 certification.
* He has coached many sports over the years, but has never been a head coach in hockey.
* As a non-parent coach and one who wants to continue coaching in the future, we recommend that the coach receives 70% of the maximum honorarium we would offer to a non-parent coach for the 2018-19 season.
* This recommendation is primarily based on the his previous general coaching experience and the level he will be coaching this season.
* This coach is aware that this is his approximate recommended amount.

Midget A2 Coach

* $2,500
* Is a parent coach with the required Development 1 certification.
* He has a number of years of Rep coaching under his belt.
* This coach should receive the highest level of compensation we would recommend for a parent coach for the 2018-19 season.
* This recommendation is based on the team he will coach as well as his experience and tenure.
* His desire to continue to coach in future years is also a big asset to the association.
* This coach is aware that his recommended amount is in this neighborhood.

Questions from the board:

* Colleen: Why are we not considering Atom honorariums
* Coach selection committee decided they would love to pay everyone, but everyone agreed but Kevin that Atom would not be included
* Atom doesn’t travel as far and not Rep its development still
* Kevin said we should give each coach $500.00
* Budget allows for it abut has not been agreed on at this time
* Mark: Where did the $25,000.00 come from
* Was built within rep budget
* First year we broke rep out
* Use to pay a standard fee
* Atom C doesn’t want to support a rep coach, so it’s included in Rep budget now
* Juvenile doesn’t pay rep fees, so they are not included
* Honorarium is for travel/vehicle expenses
* Juvenile rep doesn’t practice
* Not recommending for atom rep and juvenile rep
* Krista: Do we want such a huge difference between parent and non-parent honorariums
* Coach Committee response – paying the position not the person
* Doesn’t always look good to some people to balance it, we need to understand it.
* Committee in place to make these recommendations
* Board agrees, or they don’t
* Colleen – If a coach wants to coach A1 or follow player and coach it isn’t based on credentials then?
* Coach Committee – we pick based on resume not if they are parent or non-parent
* Colleen- committing to coach a higher level or choose to coach your kid. Moving a coach’s kid down so they fill a coach position now they are a parent coach and get less.
* Coaches already in place
* Coach selection operated within the process in place
* Did the process work? Do we have any questions?
* One of things we talk about as a board
* Why do we have a shortage of coaches – money makes its easier
* New process for us won’t get it a 100% right this season so we can try to get it as close as possible and make changes if needed for next season
* Jeremy politely asks members of the Coaching Committee up for coaching positions to leave the room for voting as it’s a conflict of interest if they stay
* Discussion regarding coaches history and current behavior
* Colleen – Already agreed these coaches were the best fit for each team. Who cares what parents think as this needs to be based on qualifications so lets move on.
* Jeremy – Atom discussion
* We believe in development and need to show these coaches we believe in them.
* Atom pays rep fees so why aren’t they included
* Park conversation on the atom honorariums for now as it needs to be discussed more with the Coach Committee
* Bottom line is we are paying these coaches, are these numbers appropriate for these positions based on qualifications for parent and non-parent?
* Any concerns based on the numbers that were recommendations?
* Andrea - Why are we doing different honorariums for parent and non-parent?
* Do a scale based on education and experience regardless of being a parent or not
* Build up credentials and work their way up in the pay scale
* Hiring the position not person
* Board decided on the two different – parent and non-parent though
* Doug:
* Make it black and white
* if you have 5 years’ experience you get $5k, 10 years $10K make it easy.
* Board - For now, we have to go with process we agreed on but change it for this next year.
* Support the committee and give them direction for next year that there will be no difference between parent and non-parent.
* Colleen - already budgeted enough to change to this recommendation or we use to assign extra budget to atom.
* Jeremy - We did decide that parent and non-parent get different numbers so table new recommendation for next season

Voting:

* Peewee Division
* Motion to accept the Peewee recommendations given by the coach selection committee for the coaching honorariums listed above by Andrea, seconded by Mike. 5 in favor, 4 no, 2 abstain, motion carried.
* Bantam Division
* Motion to accept the Bantam recommendations given by the coach selection committee for the coaching honorariums by Colleen, seconded by Mark. 8 in favor, 0 no, 1 abstain, motion carried.
* Midget Division
* Motion to accept the Midget recommendations given by the coach selection committee for the coaching honorariums by Colleen, seconded by Ross. 6 in favor, 1 no, 2 abstain, motion carried.

Coach Committee members who stepped out called back in

* Atom Coach Honorarium Discussion
* $3,500 left in the budget
* Ask committee to come back with a recommendation now that we want to include Atom.
* A1, A2, A3 coach honorarium recommendations for the next board meeting
* Reason why board is requesting - they are developing still but they also pay rep fees

Contract for Admin Assistant/Registrar:

* Segregated the financial functions and given them to Krista
* What should Brittany be paid
* Should she have a structured salary, regular office hours, ally out expectations
* $18.00 2017/2018
* 2018 Gross $32K - 1700 hours
* Provided her hours and expectations get nailed down a bit better
* She asked for a benefits package.
* Raise hourly or go salary
* Employee vs. contractor
* Put her at 35K call it a day – salary
* Jeremy and Andrea hammer out a draft and present to board
* 2 options salary vs. hourly

Motion to adjust the wage for the Admin Assistant/Registrar to 35k a year by Ross, seconded by Krista. All in favor, motion carried

Discipline Report

* Staying on top of it
* Tracking penalty minutes and emailing players when they get too high
* Dad suspending his own kid – not trying hard enough to get less penalty minutes
* Pacific Coast adjusted thresh holds so it could get bad and they can come in and take him out for 30 days.
* Parents, team manager and coaches are on top of it
* We are clamping down!
* Atom Parent issue - Jeremy will be suspending him for 30 days – had an agreement/parent contract and isn’t listening and following it. Walking onto bench not allowed.
* Will come to the discipline committee and may come to appeal committee.
* Coach in Peewee being relived as a coach

Coaching development – take offline

* Evaluate

Team official certificate deadline.

* Craig will help Mike and they will handle it

Player ineligibility to return to play after quitting

* A midget player – liability on the ice
* Offered overage exemption but the mom refused
* Doesn’t show up to practice for development
* 0 for 6 for practices then quit.
* Wants to come back but has been de-rostered and player balancing has finished so adding another player will imbalance which allows us to say no
* Player handed in jerseys so we agree they are done
* Mark:
* Liability for everyone as its not just player safety that’s a concern its other player's safety.

**6. 1st Vice President – Mark**

* Elite Cup Trophy
* Sponsored by Elite which is now named Sapphire
* Vote to change the name with the condition that they agree to pay for that trophy engraving

Motion to rename the Elite Cup to the Sapphire Cup by Mark, seconded by Jeremy contingent on Sapphire covering the engraving fee for that cup. All in favor, motion carried.

**7. 2nd Vice President – Andrea**

* Chilliwack Chiefs Game
* Chilliwack minor hockey night need volunteers for 50/50
* Email Jeremy info and he will send out

**8. RIC – Doug**

* Extensive 2-man system
* Wanted Bantam and above specifically for midget
* There’s a concern still by a coach about getting the short end of the stick on 2-man system
* Too many games not enough officials
* Officials not putting in their availability –
* No travel fees no one wants to drive for such a low ref rate
* Have to let process fail, feel the pain and hope for change from PCAHA.

**10. Sponsorship - Charmaine**

* Sponsor name bars (Company X) still sitting in a room
* Who made the decision to take them away?
* Could have been given to another team
* Still a sponsor since contract can’t be found
* New sponsor for team
* Sponsors child is on that team
* waiting on name bars still so sponsor is mad
* now getting it Friday and sponsored back in September need to prorate sponsorship fees.
* Getting these name bars and need to track teams down to get them put on is lots of work should be done prior to the season starting
* Last year given to managers and they would ask member X to do it, takes a week 8-9$ a jersey
* Asked Jason about Company X but he doesn’t remember if he ordered - check up with him again
* Laga's service is not good
* Charmaine has stopped until name bars sorted out
* Set up new contracts
* redo – Andrea, Charmaine and Jeremy.
* Clean slate get a good set up for next year
* Jeremy to deal with upset sponsors
* Concentrating on baskets for alumni game – don’t walk that path

**9. Divisional Reports**

**Hockey 1/2 Update – Chantelle**

* Everything is running smoothly, we have 4 teams wanting to go to the Timbits Jaboree. Taya is working on the paper work for that
* H1 got another new player so rosters are at 18 and 19
* H2 teams have started applying to tournaments
* Both divisions are working on credentials, its taking a bit to chase them down to complete but Cooridnator and I are working on it.

**Female Update – Colleen**

* Tiering has been done.
* The atom team is staying in their flight.
* Teams will be reevaluated in Dec.
* No issues to report.

**Bantam Update – Wiley**

* Bantam was declared unbalanced earlier this month by PCAHA.
* This resulted in two players being moved in a trade to appease the ruling.
* There has been an unnerving uprising in homophobic and racial slurs being reported lately.
* Currently looking into the latest accusations.
* Once I have further information it will be shared.

**Midget and Juvenile Update – Cindy**

Juvenile

* Nothing new to report
* Working on juvenile provincials

Midget A

* Congratulations to Midget A1 on two successful tournaments
* Midget A3 doing well also so far in league play

Midget C

* Declared balanced by PCAHA
* Tournament went very well and teams did a great job as its ambassadors
* Refs did a great job with limited manpower over the weekend, it was appreciated
* Fair number of suspensions, mark working through them with the teams/players

**10. Tournaments Update – Jennifer**

* Still have some Chilliwack teams that have fees that are outstanding. Chilliwack teams are giving me a run for my money!!
* Peewee Jamboree:
* A2 - 8 teams
* A3 – 9 teams
* A4 – 3 teams
* Paul Brenner Bantam
* A2 – 8 teams
* A3 – 6 teams
* C – 16 teams
* Atom Tournament
* A1 – 10 teams
* A2 – 8 teams
* A3 – 6 teams
* C – 16 teams
* Hockey ¾ Tournament
* Hockey 3 – 16 teams
* Hockey 4 – 22 teams
* 90% of schedules are completed
* Bantam AAA Tournament will be giving CMHA a cheque for $2,413.30

Motion by Andrea to extend the deadline for Chilliwack teams paying tournament fees to December 1, 2018 or the teams will no longer participate in the tournament, seconded by Colleen.

Amendment 1

Motion by Colleen to extend the tournament fee deadline to December 1st, 2018 for teams that have not paid their fees or the remaining balance will be debited from their bank accounts, seconded by Andrea. 9 in favor, motion carried

Amendment 2

Andrea Motions to extend the tournament fee deadline to December 1st, 2018 for teams that have not paid their fees, or they will be fined $175.00 for noncompliance for not paying by the deadline. Seconded by Colleen. All in favor, motion carried

* Jen to email all directors regarding the motion approved for new deadline and noncompliance rule.
* New tournament policy to made for next year.

**11. New/Outstanding Business**

* When do coaches get paid honorariums – November 30th first half , Feb 15 second half
* Hand out development from Scott to Directors

**12. Next meeting scheduled for:**

* Board Meeting: December 10, 2018 at 6:30pm, at the Capital Restaurant
* Tentative date - time and location to be determined

Motion to adjourn by Jeremy, seconded by Andrea . All in favor, motion carried.