



Chilliwack Minor Hockey Association
Board Meeting Minutes
April 14th, 2020
6:30pm
Virtual – Go to Meeting

1. Attendance

- **Interim Presiding Officer:** Mike Jordan
- **2nd Vice President and Website:** Mark Luknowsky
- **Secretary & Tournament Coordinator:** Sarah Stevens
- **Treasurer:** Francesca Shannahan
- **Director at Large:** Ross Holding
- **Player and Coach Development Director:** Jason Tatarnic
- **Public Relations and Sponsorship:** Charmaine Surman
- **Hockey 1/2 (Initiation Minor/Major) Director:** Chantelle Bisschop
- **Hockey 3/4 (Novice Minor/Major) Director:** Avalon Daughtrey
- **Atom Director and Coach Coordinator Rep & C Division:** Lee McCaw
- **Female Director:** Taya Kuznik
- **Pee wee Director:** Chase Porter
- **Midget & Juvenile Director:** Cindy Rhodes

Guests:

- **Past President:** Jeremy Mann
- **Website, Register and Office Administrator:** Brittany Rhodes

Absent with regrets: Board Members

- **Bantam Director:** Colin Prachnau
- **1st Vice President:** Vacant

Absent with regrets: Appointed and Guests

- **Ice Coordinator:** Ron Richardson
- **Equipment Manager:** Jack Surman
- **RIC:** Connor McCracken
- **Divisional Coordinators:**

2. Action Items:

Action Item	Assigned	Due	Completed	Outcome
Constitution & Bylaw Review & Update Policies and Bylaw update	Lawyers - Mike	30 days prior to AGM		
Signs to be posted in Arenas: <ul style="list-style-type: none"> Parent/player conduct No Cellphones in dressing rooms. 	Board of Directors	ASAP		
Committee planning	CMHA Board of Directors			
AP Guidelines	Teresa	ASAP		
Equipment Rooms – Inventory, clean up and organize	Equipment Managers			
Discuss plan for replacing jerseys next season	Jack and Board	Early 2020- new season planning	Completed	No jerseys for next year 2020 – reassess for 2021
Name bar - policy and plan	Charmaine			
Review Office admin employment contract	Andrea – Mike took over		Completed	Current contract is missing some info that's covered by employment standards act but to be added with more clarity when contract is up for renewal
Director Job descriptions and duties	CMHA Board of Directors			
Team policies on showers	Teresa and Chase			
Pre Hockey Idea	January	Early 2020- new season planning		
Association Calendar to be displayed in office – create a draft for now	CMHA Board of Directors	Early 2020- new season planning	Donated – in office as of January 2020	To be filled in and posted
Locker Room Policy	Mike	ASAP		
Tournament planning/schedule for 2020 season	Sarah and Jeremy	Completed but not approved depends on ice we receive from city – Practice and game slots come first		

Female Advertising Proposal	Taya	ASAP	Completed March 12 th , 2020	Advertising will be done via posters, social media and a video?
Team Fee Policy	?	Early 2020- new season planning		
2020/2021 Registration Process	CMHA Board of Directors	Early 2020- new season planning	Completed March 12 th , 2020	Late fees, dates and 3 rd party funding rules
Fee Advertising – website/email Registration details with fee, dates and late fees – include 3 rd party info and ramp user fee info	Brittany			
Registration fees for 2020/2021	Francesca	ASAP	Completed March 12, 2020	Fees staying the same as 2019/2020 season – even though ice costs increase every year
Ice Contract 2020/2021 Season	Mike and Ron	ASAP ???		
Development Proposal - FAQ sheet for membership	Jason	Early 2020- new season planning		
Development Coach rate – pay scale proposal 2020/2021 season	Jason	Early 2020- new season planning		
Rep Prep Proposal 2020/2021 season	Jason	Early 2020- new season planning	Sent board proposal hasn't been approved	
Rep evaluation process 2020/2021 season	Jason	ASAP		
Atom Pathways 2020/2021 – Rep Tryout process	Jason	ASAP		
Rep Tryout cancellation policy for 2020/2021 season	Jason	Early 2020- new season planning		
Player and Coach development paid position consideration				
Coach Selection Committee – coach applications	Board of Directors			
Election Policy and Nominations Committee	Jeremy			
Board positions open and nominees posted on website and emailed	Jeremy			

Townhall Date	Board of Directors	ASAP	Completed	No townhall
AGM Date	Board of Directors		In progress	June for now
Hockey Day in Chilliwack – Postponed or cancelled	Board of Directors	ASAP	Completed	Cancelled
Rink Board Dividers	Equipment Manager	Postponed until further notice with Covid-19		

3. Call to Order: 6:31pm

- Welcome

4. Approvals

- Motion by Lee to accept the March 31st board meeting minutes, seconded Jaosn. In favor (9), none opposed, motion carried.

5. New/Outstanding Business

- 2020/2021 Ice Contracts
 - Discussion with city taking place
- Coach Selection Committee
 - New application to be available this year
 - Longer advertising period and vetting process
 - To be made available and sent out soon
- Registration
 - Lee motions that we remove the motion we passed last month adding late fees and we extend the plan until November 1, 2020. After November 1st players will be removed from the ice if registration and fees have not been paid, seconded by Charmaine. In favour (9), none opposed, motion carried.
- Female advertising
 - Taya motions that the posters presented get posted to all CMHA social media platforms every 3 days starting no later than Monday, April 13, 2020, ending when registration opens. With an addition of also adding advertising for our Bantam Rep team and one poster be forwarded to Hope who has offered to advertise for us, seconded by Avalon. In favor (9), none opposed, motion carried
- Rep Prep and Tryouts
 - On hold until BC Hockey/Hockey Canada announce start date
 - Plan and structure so we are ready and adjust once date is set
- Atom Pathways
 - On hold until BC Hockey announces whether they will move ahead with implementation this season
- Financials
 - Francesca has resigned from Treasurer
 - Sarah and Brittany to help finish out season
 - To be completed still:
 - 2020/2021 Budgets to be voted on next meeting

- Team financial review
- Team ref fee reconciliation
- Invoices and reimbursements to be paid online
- Waiting on update from bookkeeper
- Budget actuals to be completed and submitted to board next meeting
- Close team accounts when teams are ready – delays due to covid
- Jersey deposits – postdated April 30th
 - Members who want to keep jerseys can and we will deposit cheques
- AGM
 - BC Hockey has reached out and offered to help run virtually including a voting process
 - Date: June 30th
 - Time: 6:30pm
- Bylaw review
 - Mike follow up with lawyer
 - Must be submitted to societies by May 30th

6. Next meetings scheduled for:

Date: April 18th, 2020

Time: 6:30pm-8:30pm

Room: Virtual – Go to Meeting

Purpose: Board Meeting

Status: Booked

Motion to adjourn by Lee, seconded by Avalon. All in favour, motion carried