



**Chilliwack Minor Hockey Association  
Board Meeting Minutes  
January 6<sup>th</sup>, 2020  
6:30pm  
-Sardis Sports Complex-**

**1. Attendance**

- **Interim Presiding Officer:** Mike Jordan
- **Secretary & Tournament Coordinator:** Sarah Stevens
- **Public Relations and Sponsorship:** Charmaine Surman
- **Player and Coach Development Director:** Jason Tatarnic
- **Hockey 1/2 (Initiation Minor/Major) Director:** Chantelle Bisschop
- **Hockey 3/4 (Novice Minor/Major) Director:** Avalon Daugtrej
- **Atom Director and Coach Coordinator Rep & C Division:** Lee McCaw
- **Bantam Director:** Colin Prachnau
- **Midget & Juvenile Director:** Cindy Rhodes

**Guests:**

- **Equipment Manager:** Jack Surman
- **Ice Coordinator:** Ron Richardson

**Absent with regrets: Board Members**

- **1st Vice President:** Vacant
- **2nd Vice President:** Teresa Armstrong
- **Treasurer:** Krista Christuik
- **Female Director:** Taya Kuznik
- **Director at Large:** Ross Holding
- **Peewee Director:** Chase Porter

**Absent with regrets: Appointed and Guests**

- **Website, Register and Office Administrator:** Brittany Rhodes
- **Past President:**
- **RIC:** Connor McCracken
- **Divisional Coordinators:**

**2. Call to Order @ 6:30pm**

### 3. Action Items: To Be Completed

Action Item	Assigned	Due	Completed	Outcome
Constitution & Bylaw Review & Update Policies and Bylaw update	Lawyers - Mike			
Signs to be posted in Arenas: <ul style="list-style-type: none"> <li>Parent/player conduct</li> <li>No Cellphones in dressing rooms.</li> </ul>	Board of Directors	ASAP		
Development Proposal - FAQ sheet for membership	Jason	Early 2020- new season planning		
AP Guidelines	Teresa	ASAP		
Inventory of Equipment Rooms	Equipment Managers			
Team Fee Policy	Teresa and Krista	Early 2020- new season planning		
Name bar - policy and plan	Charmaine			
Rep Prep Proposal 2020 season	Jason	Early 2020- new season planning		
Development Coach rate – pay scale proposal 2020 season	Jason	Early 2020- new season planning		
2020 Registration Process revise	CMHA Board of Directors	Early 2020- new season planning		
Review Office admin employment contract	Andrea			
Rep Tryout cancellation policy for 2020 season	Jason	Early 2020- new season planning		
Discuss plan for replacing jerseys next season	Jack and Board	Early 2020- new season planning		
Rep evaluation process 2020 season	Jason			
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		
Player X Hockey fund request	CMHA Board of Directors	November 12 <sup>th</sup> - tabled		
Association Calendar to be displayed in office – create a draft for now	CMHA Board of Directors	Early 2020- new season planning		
Locker Room Policy	Mike	ASAP		
Tournament planning/schedule for 2020 season	Teresa			
Tournament Coordinator Expense Policy	Teresa	December/January		
Female Advertising	Taya			
Committee planning	CMHA Board of Directors	February and March		

### 3. Approvals

- Motion by Chantelle to approval of the minutes from the December 10th board meeting, seconded by Jason. All in favor, motion carried.

### 4. Appointed Positions and Committee Reports:

- RIC** – Connor

- **Ice Coordinator - Ron**
  - No show reports
    - Send info email to teams and how ice returns work
    - Ice needs to be given back 3 weeks in advance so he gets 1 week to find before returning to city
  - Suggestion for next season:
    - Have a meeting with coordinators and directors where Ron can go over how things work.
  - Christmas ice bookings
  - Spring ice up to June s available and if anyone needs Ron needs to know by Friday and only rink 3 is available
  - Hope ice bookings
    - Teams pay for not CMHA unless no ice available at all in Chilliwack which is never so if teams want extra ice they can pay for it
- **Equipment Manager – Jack**
  - First aid list
    - Find out from PCAHA/BC hockey a mandatory list of what needs to be in kit
  - Jerseys Plan for next year
    - Budgeting for wear and tear
      - Help from accounting – hire a bookkeeper
      - 2020/2021 budget
- **Tournament Coordinator – Sarah**
  - Motion by Lee, that Sarah the Tournament Coordinator be reimbursed \$1000.00 for tournament related expenses she has incurred from July 2019 to February 2020, seconded by Avalon. All in favor, motion carried
- **Coach Coordinator – Lee**
  - Coaching 1 and 2 course requirement conflicts
    - Coach X requested from BC Hockey that he get an exemption this year and be the first one on the list for coach 1
    - Coach X couldn't get to clinic in time so requested to become HCSP instead
      - He can be on the bench and on ice but can't speak to refs or coaches but he can open doors and help kids line change.
      - Team has 2 other approved coaches so they are fine just as long as original head coach does not coach but can help out
- **Registrar and Website – Brittany**
- **Website – Mark**

## 5. Treasurer's Report – Krista

## 6. New/Outstanding Business

- Teresa – resigned effective immediately
  - We will support her and figure out a strategy

- Reach out to a member we have in mind and offer position to them. If they say no, Lee would like to put his name in to do.
- Player X moved from C division to A3 and paid rep tryout fee.
  - Colin motions that we prorate rep fees for Player X, seconded by Chantelle. All in favor, motion carried
- Sponsorship photos
  - Didn't get separated from team photo packages so Sponsorship needs still
  - Brittany or Charmaine to email Photographer
- Next meeting new photographer
- Make Hockey day in Chilliwack standing agenda item
- Nomination committee – standards
- Constitution/Bylaw Update
  - Get legal expertise, lawyer draft up

## **7. Public Relations and Sponsorship Update – Charmaine**

## **8. Player and Coach Development director – Jason**

- Send out sportsmanship in the stands and on ice
  - parents and players sign
  - Never went out this year and should have
- Code of conduct needs to be sent out and followed by everyone

## **9. Director at Large – Ross**

## **10. Officer Reports:**

- **President – Mike**
  - Discussion of Committees – Table
  - Board member attendance
    - Sarah send attendance to Mike
  - Past Board member A situation – stand by
  - Letters sent to 2 past board members
  - Ask Connor to come to more meetings and provide reports – mike will connect with Connor
  - Parent A requesting registration for their children to be reimbursed – Ask Parent A to send proof of applications and we can discuss via email and vote
  - Motion by Lee to buy a new laptop for the office with a budget of \$2,500 or less, seconded by Avalon. All in favor, motion carried.
- **First Vice-President – Vacant**
  - No Report
- **Second Vice-President – Teresa**
  - Update attached
  - 2020/21 Planning
    - Tournament schedule (proposed)
    - Camp schedule

## 11. Divisional Reports:

- **Hockey ½** - Chantelle
- **Hockey ¾** - Avalon
  - Is the association buying more ice for the season?
    - There seems to be a huge gap in ice times from the start to the remainder of the season
    - Answer is – No, no more to get
- **Atom** – Lee
- **Female** – Taya
  - Can female have the use of a Bulletin Board at SSC for Specifically female hockey division?
  - Videos to explain the value of Female hockey from the perspective of the players and maybe a word from a coach or two. A detailed budget could be provided.
  - Table until February for when Taya is present
- **Peewee** – Chase
- **Bantam** – Colin
- **Midget** – Cindy
- **Juvenile** – Cindy

## 12. Next meetings scheduled for:

Date: Thursday, February 6<sup>th</sup>

Time: 6:30pm-10pm

Room: Fraser Room

Purpose: Board Meeting

Status: BOOKED

Motion to adjourn by Colin, seconded by Chantelle. All in favour, motion carried.