



**Chilliwack Minor Hockey Association
Board Meeting Minutes
October 7th, 2019
6:30pm
-Sardis Sports Complex-**

1. Attendance

- **Presiding Officer:** Andrea Laycock
- **2nd Vice President:** Teresa Armstrong
- **Director at Large:** Ross Holding
- **Treasurer & Interim Secretary for Sarah:** Krista Christiuk
- **Public Relations and Sponsorship:** Charmaine Surman
- **Player and Coach Development Director:** Jason Tatarnic
- **Hockey 1/2 (Initiation Minor/Major) Director:** Chantelle Bisschop
- **Atom Director and Coach Coordinator Rep & C Division:** Lee McCaw
- **Pee wee Director:** Chase Porter
- **Bantam Director:** Colin Prachnau

Guests:

- Guest X

Absent with regrets: Board Members

- **1st Vice President:** Mike Jordan
- **Secretary & Tournament Coordinator:** Sarah Stevens
- **Female Director:** Taya Kuznik
- **Hockey 3/4 (Novice Minor/Major) Director:** Avalon Daugtrej
- **Midget & Juvenile Director:** Cindy Rhodes

Absent with regrets: Appointed and Guests

- **Past President:** Jeremy Mann
- **Equipment Manager:** Jack Surman
- **Website, Register and Office Administrator:** Brittany Rhodes
- **RIC:** Connor McCracken
- **Ice Coordinator:** Ron Richardson
- **Divisional Coordinators:**

2. Call to Order @ 6:33pm

Christine

Michael

3. Action Items: Completed

| Action Item | Assigned | Due | Completed | Outcome |
|--|----------------------------|------|---|---|
| Gift card purchase for thanking members who volunteered for AGM and nominees committee | Lee and Krista | | Yes | |
| Create and Post Job Descriptions for Equipment Manager and Ice Coordinator | Andrea | | Yes | |
| Development Equipment Order | Jason and Krista | | Yes – July 16 th , 2019 | |
| A3 Decision | CMHA Board of Directors | | Yes – July 17 th , 2019 | |
| Interview Questions Document | Teresa | | Yes | |
| Interview candidates for Equipment Manager and Ice Coordinator Positions | Andrea, Teresa, Kim and? | | Yes – July 15 th & 16 th , 2019 | 2 candidates hired |
| Cell phone bins purchase – waiting on pricing from Lee | Equipment Managers and Lee | ASAP | Yes | Using Puck bags |
| No cell phone policy | Teresa | ASAP | September 20, 2019 | Posted on website & Coach/Manager Meeting |
| Rep Tryout Policy – Players sick or away etc... | Jason | | Yes | |
| Team Apparel Purchasing Policy | Andrea | ASAP | September 17, 2019 | Posted on website & Coach/Manager Meeting |
| Samples and Pricing from Cheam & Sapphire | Andrea | | Yes | Brochure/Website link |
| Draft date decision C Division | CMHA Board of Directors | | Yes | September 16-22nd |
| New Rink CMHA Celebration Date | CMHA Board of Directors | ASAP | Yes | September 21 st 11:45-1:45pm |
| Request – Financial report to include AP and AR breakdown (more details) | Krista | | Yes | |

3. Action Items: To Be Completed

| | | | | |
|---|---|------|--|--|
| Constitution & Bylaw Review & Update | Committee: Andrea, Teresa, Cindy, Tonya and Francesca | | | |
| Peewee and Juvenile A1 Coach Decision “Motion by Mike to announce A1 coaches except Peewee and Juvenile, seconded by Chase. 1 abstention (Teresa) rest in favor, motion carried” | Coach Selection Committee | ASAP | | |
| Signs to be posted in Arenas: <ul style="list-style-type: none"> Parent/player conduct No Cellphones in dressing rooms. | ? | ASAP | | |
| Development Proposal - FAQ sheet for membership | Jason | | | |
| AP Guidelines | Teresa | | | |

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|---|-------------------------|--|--|--|
| Hockey Day in Chilliwack Date to be decided | CMHA Board of Directors | | | |
| Signs in Display Case - quotes | Brittany and Charmaine | | | |
| Inventory of Equipment Rooms | Equipment Managers | | | |
| Team Fee Policy | Teresa and Krista | | | |
| 2020 BC Hockey Bantam Tier 1 and Bantam Tier 3 Championships Host | CMHA Board of Directors | | | No decision right now – tabled until October 1st |
| Name bar - policy and plan | Charmaine | | | |
| Rep Prep Proposal 2020 season | Jason | | | |
| Development Coach rate – pay scale proposal 2020 season | Jason | | | |
| 2020 Registration Process revise | CMHA Board of Directors | | | |
| Review Office admin employment contract | Andrea | | | |
| Rep Tryout cancellation policy for 2020 season | Jason | | | |
| Discuss plan for replacing jerseys next season | Jack and Board | | | |
| Rep evaluation process 2020 season | Jason | | | |
| Team Fee Policy for 2020 season | Krista | | | |
| Director Job descriptions and duties | | | | |
| All directors to submit how drafts went | | | | |
| Team policies on showers | Teresa and Chase | | | |
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4. Approvals

- Motion by Chantelle to approve the minutes from the September 19th board meeting seconded by Teresa. All in favour, motion carried

5. Guest Discussion

- Teresa welcomed Guest X to the meeting.

6. Appointed Positions and Committee Reports:

- **RIC** – Connor
 - No report
- **Ice Coordinator** - Ron
 - Report attached
- **Equipment Manager** – Jack
 - No Report
- **Tournament Coordinator** – Sarah
 - Report attached
- **Coach Coordinator** – Lee
 - No Report

7. Public Relations and Sponsorship Update – Charmaine

- **No Report**

8. Player and Coach Development director – Jason

- **No Report**

9. Treasurer's Report – Krista

- **CMHA Funding**
 - Motion by Ross to approve funding for Player A for \$125, seconded by Chase. All in favor, motion carried.
 - Motion by Jason to approve funding for Player B for \$440, seconded by Lee. All in favor, motion carried.
 - Motion by Chantelle to approve funding for Player C for \$520, seconded by Ross. All in favor, motion carried.
 - Motion by Lee to approve funding for Family X for \$695, seconded by Chase. All in favor, motion carried. Krista will reach out to the directors to reach out to the family to see if we can get some donated hockey gear for their family.

10. Officer Reports:

- **President – Andrea**
 - Sponsors on toques the board is all in favor of this.
 - A parent has come to Andrea advising they did not know there is a no shower policy. Andrea advised parent there currently isn't. The issue is between girls in the dressing room, and the boys going into the showers. Teresa and Chase will look into other team's policies on showers. Tabled.
- **First Vice-President – Mike**
- **Second Vice-President – Teresa**
 - Nothing to report

11. Divisional Reports:

- **Hockey ½ - Chantelle – Report attached**
- **Atom – Lee – No Report**
- **Female – Taya – No Report**
- **Bantam – Colin – No Report**
- **Peewee – Chase – No Report**
- **Midget – Cindy – No Report**
- **Juvenile – Cindy – No Report**

12. New/Outstanding Business.

- Director job descriptions, tabled.
- Pre-Hockey, tabled.
- Townhall is happening tomorrow. Krista is unable to attend but will submit financials as of September 30, 2019.
- Team Fees, Teresa is going to draft a policy. Has not found anything with any other associations. Teresa is going to come to the board with a drafted policy so team fees don't get too high. Tabled.

Motion to adjourn by Lee, seconded by Jason. All in favor.

13. Next meetings scheduled for:

Date: October 24th

Time: 6:30pm-9:30pm

Room: Fraser Room

Purpose: Board Meeting

Status: BOOKED

Date: November 12th

Time: 6:30pm-9:30pm

Room: Fraser Room

Purpose: Board Meeting

Status: BOOKED

Ice Coordinator – Ron

- We need to work as a team, communication is key to run a successful season/organization. Arguing and bickering only hurts everything. Try and figure things out with the division first and don't go to the president all the time, CC the president to keep in loop though. No communication with the right people only makes the situation worse. Let's all try and work together

Tournament Coordinator – Sarah

- Email follow ups with teams and contact waitlisted teams when spots open up
- Booked Tournament committee dates and sent teams info (Volunteer rep letter, sponsorship letter and contract and volunteer duties and responsibilities)
- Midget
 - Brian Sprott will be running this tournament.
 - Helping with online registration, payments and bank account
 - Accepting 24 teams
 - 10 registered
 - 9 inquired
- Pee Wee Jamboree
 - Postponed until 2020
- Bantam
 - A1 - Accepting 6 teams including Chilliwack(1)
 - 2 registered, 3 more confirmed but need to register (send email reminder to register)
 - A2 - Accepting 6 teams including Chilliwack(1)
 - 4 registered, 1 open
 - A3 - Accepting 4 teams including Chilliwack(1)
 - 2 registered, 1 open
 - C Division - Accepting 12 teams including Chilliwack(5)
 - 7 registered, 2 open (email waitlisted teams)
- Atom
 - A1 - Accepting 4 teams including Chilliwack(1)
 - 1 registered, 2 open
 - A2 - Accepting 6 teams including Chilliwack(1)
 - 3 registered, 2 open
 - A3 - Accepting 8 teams including Chilliwack(1)
 - 6 Registered, 1 open
 - C Division - Accepting 14 teams including Chilliwack(5)
 - 7 registered, 2 open
 - Added an Atom Female division – 4 teams (registration does not open until tiering is complete)

- Hockey $\frac{3}{4}$
 - Hockey 3 – taking 14 teams (3 chilliwack)
 - 7 registered, 3 inquired, 1 open
 - Hockey 4 – taking 18 teams (4 chilliwack)
 - 7 registered, 6 inquired, 1 open

Hockey $\frac{1}{2}$ - Chantelle

- All drafts went well in initiation major teams are even and balanced as much as they can be in this division given that the kids in this age group grow and change on a weekly basis.
- The Timbits jamboree in November at Langley events centre we have all 6 teams attending.
- Working on completing all Credentials. Wondering when the coaching clinic for Initiation is?
- All ice is balanced, and we are picking up extra times from Ron when available. Teams are happy with ice time.

Chase: Pre Hockey

Hey Everyone,

I just wanted to get an email circulating for discussion at our next board meeting.

Over the last few weeks we have had numerous conversations back and fourth about moving kids around and registering underage kids to play hockey. With lacrosse we had similar issues as there really isn't any pre-hockey or pre-lacrosse development programs where kids can start learning the fundamentals of the sports. I know there are some programs through prospera and cheam skating which help skating but not all of them meet all the development needs to transition into a hockey player.

With that being said we started a program called "mini mustangs" which essentially we did to capture the younger kids into lacrosse before they chose other sports like soccer and baseball and that way we can grow the sport and start developing kids at a younger age. (none of this is to knock the other sports just a little bias on what sports i push for). Since doing things like this we have drastically improved our registrations numbers are we are growing by roughly 10% every year and our kids at the younger level are starting to be some of the best players in tournaments and we are no competing and beating all of bigger associations at these levels. (this never use to happen)

With all that being said I think it would be worth a discussion that maybe CMHA can make a mini program to get more kids interested in hockey. Obviously there would be a commitment to this and insurance requirements etc etc.

Let me know your thoughts if we think its a good idea and I can put a proposal together for everyone to look at.

