

Executive Meeting Minutes

December 3rd, 2025

Present: Cynthia Wakelin, Ashley Kinnaird, Sheri Berard, Lauren Nunweiler, Jamie Burno, Jennifer Welburn, Russ Middleton, Ivan Schulz, Terry, Lindsay, Pat McNary, Jason Fothergill and Kathy Irving (recording secretary)

Absent with Regrets: Cory Mathews, Thomas Webber

Meeting called to Order: 7:00 pm

We began the meeting with warm welcome and introduction of new board members. We congratulate Jason on completing his probation period and securing the administrator position.

Motion: To adopt the agenda with amendment.

Motion: Jenn 2nd Jamie
Motion Carried.

Motion: To adopt the previous minutes.

Motion: Jamie 2nd Terry
Motion Carried.

Old Business:

a) **Membership Survey:**

- Pat reported we received many surveys.
- Intend to produce a Newsletter to membership with results and new mission statement.

Motion: To accept the CVMHA mission statement as presented..

Motion: Pat 2nd Ivan
Motion Carried.

Treasurer's Report-Sheri Berard:

- We received our gaming audit, had a few items that need to be addressed, funds into the gaming account quicker.
- Attended DDBS in camera meeting in regards to the future.
- Grant summary needs to be handed in, will have in by the deadline.
- Need for policy on how much money can be fund raised and what funds can be spent on , some team budgets extremely high, parents being burnt out on fund-raising.
- Cash raffles should have consistency in pricing and prizes award
- Team accounts looking good but many teams have excess funds.

Motion: To accept the Financials as presented by Sonya.

Motion: Jamie 2nd Jenn
Motion

Carried.

Administration – Kathy Irving and Jason Fothergill:

- Balance of recreation schedules in this week, will fill in empty weekends for teams
- Still have members joining.
- Display boards at both arenas are done.
- Primary Sponsor plaques have gone out as well as Tim Horton's presentation.
- Respect in Sport for parents is 100% completed.
- Qualifications chart still not out of the red, rosters being submitted for approval.
- New Shaw contract, paying slightly less than previous.
- We completed a windows upgrade on our computer.
- Teams need to be reminded of arena etiquette, respecting the buildings and other user groups.

President – Cynthia Wakelin:

- U7 Jamboree in Nanaimo was approved due to an error by VIAHA.
- Shortage of goalies continues to be an issue with many associations.
- Ladysmith Eagles donation put towards player development for all.
- Attended VIAHA policy review meeting.
- U9 reminded of cross ice guidelines.
- Player from a rogue league given BC Hockey permission to return.
- Welcome Jason as his probation is complete. Kathy will continue to work alongside in a reduced capacity.
- Consider new policies in regards to Board members being bench staff.
- Executive Board members to sign acknowledgment of job description upon election to position.

1st Vice President – Ashley Kinnaird:

- U18 F issue investigated and reported to VIAHA.
- Inappropriate chatter on U 11 team snap, parent issued warning.
- U15 T 2 parent inappropriate conduct towards director, parent issued warning.
- Working with Pat on Microsoft upgrade, including pricing.

Development Co-Ordinator Thomas Webber W/R:

- Positive feed back to the addition of Nathan Needham to review goalies.
- Sundays have been going better, will review schedule for new year.

Rec Level I-U 6-9- Russ Middleton:

- Transitioned from Kenny, most qualifications had been completed.
- Will issue game numbers, Cynthia to ask Dave for Spordle administration.
- Concerns with U 9 full ice interpretation.
- Division looking forward to addition of referees,

Rec Level II-U 11- U13 Ivan Schulz:

- Thank you to all that got the season started.
- Connected with coaches and managers in regards to dev ice.
- Will share suggestions with Thomas.

Rec Level III- U 15- U18 –U 21 Terry Lindsay:

- U 21 tournament went well.
- Player returned balanced out the U 15 teams.
- U 15 C2 won the Lake tournament.
- U 18 teams doing well in league.

Female Coordinator – Lauren Nunweiler:

- U 18 player issue resolved, Cynthia picked up jersey in Nanaimo.
- Working with Lake Cowichan for a tournament team, Cynthia signed off on that.
- U18 issue with Triport was dealt with by Ashley.
- Looking towards next year and working with the lake to ensure a;; girls playing, hopefully teams in each divisions

Competitive Coordinator Jamie Burno:

- All teams competitive in their divisions
- Teams have declared carding level.
- 3 teams will conduct baseline testing. See Risk report.
- For next season will be reiterating to parents pay schedule and refund policy.
- Will be transferring funds to each team.
- Concerns over level of development on Tuesday evenings.

Equipment Manager – Jennifer Welburn:

- Many teams have asked to purchase 3 rd. jersey, all have been approved.
- Thanks to Steve Watkins who donated a full set of goalie gear.

Risk Manager Cory Mathews W/R:

- 3 comp teams confirmed for baseline testing, tryout expense
- Will be using head check for the 3 teams at a reduce price tryout expense
- Still investigating the health and safety app that helps track injury reports
- Will be ordering additional 1st aid supplies
- Concerns over the 2 deep rule not being adhered to, will be doing more in person checks and possible suspensions to those not complying.

Referee-in – Chief-Pat McNary:

- Thanks to Chris who is doing a great job, performing more duties than assignor.
- We currently have 30 active referees.
- Nov 26 we hosted re certification clinic.
- Dec 5/6 new officials clinic
- Working on dev for one of our 2nd year referees wishing to officiate at a higher level.
- Held a referee dev session Oct 18 and will do another Dec 17
- Disclosure of compensation was for 3 games this month \$####.00

New Business:

Motion: Motion to adjourn 8:10.

Next Meeting: January 21, 2026

Motion: Jenn 2nd Ivan
Motion Carried.