



Executive Meeting Minutes

May 13th, 2024

Present: Anthony Windsor, Cynthia Wakelin, Sheri Berard, Chander Sharma, Jennifer Welburn, Kirstin Marshall, Shannon McKinlay, Brad Scafe, Jena Windsor, and Kathy Irving (recording secretary)

Absent with Regrets: Leanne Plester

Meeting called to Order: 6:05pm

Motion: To adopt agenda as presented.

Motion: Brad 2nd Jena
Motion Carried.

Motion: To adopt previous minutes.

Motion: Brad 2nd Shannon
Motion Carried.

Old Business:

a) AGM Protocol:

- In future, ballots will remain secret but counting may be observed by no more than two people.
- Seasonal transfers will not be eligible voting members as they return to their home association. Resolution for By Law clarity will be updated next AGM.

Motion:

- To send Christine, Kirsten Arnold, and Sonya Wikkerink a small token of appreciation, not to exceed \$100.00 total.

Motion: Gary 2nd Jena
Motion Carried.

b) Bursary /Scholarship:

- Awarded to Owen Watson (Terry Lindsay to present), Camryn Waldron (Jaret Irving to present) and Trey West (Denise Tutte to present) won the Memorial tournament bursary.

Treasurer`s Report - Sheri Berard:

Motion: To accept the Financials as presented by Sonya.

Motion: Chander 2nd Brad
Motion Carried.

- Our application was accepted for the DDBS dividend.
- Gaming summary has been sent. Gaming grant will be submitted next week.

Administration – Kathy Irving:

- Ratio Chart attached. One Competitive team each division. Final decision on the balance June meeting. Currently wait listing U11 and U18 recreational. U21 requires several more sign ups to warrant 2 teams.
- Ice negotiations request to NC has gone in, we need Lake Cowichan to help with Lake request. CCC due May 31st.
- Will poll members regarding pre ice in August by utilizing Team Snap.
- Executive meeting schedule will change to 6:00pm start and December 6th.
- New VIAHA Residential transfer form, we have members who will need to supply updated proof of residency.

President – Anthony Windsor:

- Thanks to Christine for years of service and welcome to Cynthia.
- Will attend the VIAHA AGM May 26th and the BC Hockey AGM June 6th, Jena will also attend both.

1st Vice President – Cynthia Wakelin:

- Reviewing a complaint carry over from last season.

Development Co-Ordinator Chander Sharma:

- Will begin to look at possible dev sessions for this season with ice-coordinator.
- GIN will remain Sundays.

Please Note: Chander will fulfill duties of 2 positions but will have one executive vote.

Rec Level I-U 6-9- Jennifer Welburn:

- Would like to cap registration at 32 per age group.

Rec Level II-U 11- U13 Leanne Plester W/R:

- Would like to cap at 15 skaters per team.

Rec Level III- U 15- U18 – Kirstin Marshall:

- U21 will be added to U 15/18 job description.

Female Coordinator – Shannon McKinlay:

- Will attend May meeting as requested by KP to discuss working together.
- Numbers are low, but aiming for U11, 15 and 18.
- Will host female development in the summer, focusing on females in integrated.

Competitive Coordinator –Chander Sharma:

- Tryout funds from last season were \$3227.34.
- Will work with Ice Co on dev ice to align with dryland.
- Coaches to date, Pat Papineau U18 T3. Tyler Forrest U11 Dev.

Motion: In accordance with Policy 18.1 to allow Brad Scafe to head coach U13 T 3.

Motion: Chander 2nd Sheri
Motion Carried.

Abstained: Anthony, Jena, Brad, and Shannon.

- Tryouts will begin August 24th, checking clinic the prior week, and will host more once teams established.

Equipment Manager – Gary Hui:

- Will move towards U13-18 recreation keeping jerseys each season, negotiating price. Looks like 75.00 per jersey.
- Still missing several U18 jerseys, players are blocked in the HCR and remain members in bad standing.

Risk Manager/Tournament Co-Ordinator – Brad Scafe:

- Will submit tournaments to VIAHA for approval.
- Jena expressed concerns about U21 at Thanksgiving, entry fee higher to accommodate possible referee travel.

Referee-in – Chief-Jena Windsor:

- Owen Watson invited to WHL referee camp.

New Business:

1) Employees:

- **Motion:** To contract Sonya Wikkerink as bookkeeper with a \$2.00 per hour raise.
Motion: Sheri 2nd Brad
Motion Carried
- **Motion:** To hire Kathy Irving to fulfil; d, e, i, o, w, x of administrator duties under Policy 18.128 with a \$2.00 per hour raise.
Motion: Brad 2nd Sheri
Motion Carried.
- **Motion:** To hire Kirstin Marshall to be the executive administrator and perform duties of administrator as outlined in Policy apart from the ones noted in hiring of Kathy Irving, with a \$2.00 per hour raise.

Motion: Chander 2nd Brad
Motion Carried.

Please note: Kirstin will fulfill her Rec director III term and declare conflict when/if it arises.

2) Committee assignments:

- Kirstin (chair), Cynthia, Jena, and Kathy to form Policy review committee.
- Executive members to review and submit suggested changes to Kirstin.
- 1st draft will be out for June meeting.

3) Transfers:

- **Motion:** To approve transfer of U18 player to Lake Cowichan

Motion: Jenn 2nd Gary

Motion Carried.

- Please direct all transfers to the office, lots more involved and all require executive approval.

Motion: Motion to adjourn 7:55pm.

Motion: Jena 2nd Kirstin

Motion Carried.

Next Meeting: June 17th, 6:00pm CCC