



Carleton Place Girls Hockey Association

Executive Meeting #4 Minutes

Topic: Executive Monthly Meeting
Date: September 11, 2019
Time: 7:00pm – 9:00 pm
Location: Carambeck Library

Attendees:

Ryan Carroll	President
Renee Colley	Vice President
Jen Wright	Competitive Director
Sara Simpson	Special Events & Communications Coordinator
Dave Mitchell	Director of Discipline and Risk Management
Alex Bennett	Treasurer
Dwight McNutt	Player & Goalie Development Coordinator
Kayla Twigge	Senior Rep
Christine Shillinglaw	Secretary

Regrets:

Hamish Fraser	High Performance Director
Christine Larush	Registrar
Ron Buchanan	Coach Mentor
Steph Grabe	Equipment Manager
Crystal Devlin	Ice-Scheduler

1.0 INTRODUCTIONS

- Call to Order 7pm by Ryan
-

2.0 NEW BUSINESS

2.1 Administration

- Approval of minutes
 - Approved by Renee and Dwight
- Confidentiality form
 - Renee provided at meeting – Christine to review
- 20th anniversary logo design
 - Kayla to provide logo design and budget to produce logo for approval
- Photo Day to take place on October 15th or 16th – Christine organizing
- Cyclones Day
 - Sara to contact Victoria Fraser regarding last years event
 - To take place on November 16th
 - Suggestions for the event:
 - Mandate what teams should do for the event
 - Coach dress up game
 - Katie Weatherston
 - Alumni team
 - Have adults guess the score of games

2.2 Financials

- Budget
 - Alex continuing to monitor and update as the season moves along – Alex to provide an updated forecast in October
 - Tryout jersey refunds – Jen tracking and to provide Alex the numbers – Alex to coordinate payment by cash or e-transfer pending amount
 - Midget A has an invoice for ice time – it is to be paid by the team not the association
 - Bantam A has an invoice for ice time – 4 of the 5 ice times are to be invoiced to the team and the association is to pay one ice time

2.3 Team Updates

- Senior Team – Kayla provided an update
 - The team has a full rooster
 - Crystal has provided ice times
 - Goulbourn team folded this year
 - League fees need to be paid – Kayla looking into and association to pay



- Referee fees need to be paid – Kayla looking into and association to pay
- Tryouts
 - Tryouts are complete and the following discussion took place on suggestions/comments on process:
 - Set drills and expectations for scoring each drill – score depends on the level of hockey
 - Drills should not be new at the tryouts
 - Atom was challenging with the B/C trying out together – too many kids on the ice at once and harder to evaluate
 - Allow 24 hours to enter results before coaches see the numbers
 - Scoring was between 1-5 and used to be between 1-10 – debate on which is more effective
 - Need to spend time with our evaluators before tryouts start
 - Tryout jerseys were not sized properly and hard to see numbers when evaluating
 - Christine Larush is working on a “how to” manual for tryouts
 - Policy to be reviewed throughout the season to see if we can adjust wording in relation to the tryouts
 - Should we hold tryouts in the Spring
 - Won’t have to play with numbers as much for each team
 - Can pick coaches after the tryouts

2.4 Coaching and Referees

- Coach clinic – completed on September 7th
- Referee clinic – still being examined

2.5 Equipment

- Steph to review jersey inventory and purchase required jerseys per Motion #1 below

3.0 MOTIONS

MOTION #1: Motioned by Ryan and seconded by Christine

- All in favour to use the jersey fund to purchase additional jerseys at the Equipment Mangers discretion up to a maximum budget of \$3000.
- VOTE: All in favour – motion passed

4.0 ACTION ITEMS FOR NEXT MEETING

- Review requirements for Fundraising and Governance Committees
- Confidentiality forms – who are we missing? Christine Shillinglaw to review
- Tryout jersey refunds – Jen tracking and to provide Alex the numbers – Alex to coordinate payment by cash or e-transfer pending amount



- Steph to review jersey inventory and purchase required jerseys per Motion #1 below
- Master Schedule link missing from website – Ryan would like it back up – shows the schedule for all teams at once
- Sara working on organizing Cyclones Day
- Christine Shillinglaw working on organizing Photo Day
- Christine Larush is working on a “how to” manual for tryouts
- Policy to be reviewed throughout the season to see if we can adjust wording in relation to the tryouts
- Senior team
 - League fees need to be paid – Kayla looking into and association to pay
 - Referee fees need to be paid – Kayla looking into and association to pay

5.0 NEXT MEETING

- Wednesday, October 2nd, 2019

Meeting Adjourned at 9pm – Motioned by Ryan and seconded by Christine

