



Carleton Place Girls Hockey Association

Executive Meeting #7 Minutes

Topic: Executive Monthly Meeting
Date: December 4, 2019
Time: 6:30pm – 9:30 pm
Location: Carleton Place Arena Boardroom

Attendees:

Ryan Carroll	President
Renee Colley	Vice President
Jen Wright	Competitive Director
Alex Bennett	Treasurer
Christine Shillinglaw	Secretary
Steph Grabe	Equipment Manager
Dave Mitchell	Director of Discipline and Risk Management
Hamish Fraser	High Performance Director
Crystal Devlin	Ice-Scheduler
Dwight McNutt	Player & Goalie Development Coordinator (late)

Regrets:

Ron Buchanan	Coach Mentor
Christine Larush	Registrar
Kayla Twigge	Senior Rep
Sara Simpson	Special Events & Communications Coordinator

1.0 INTRODUCTION

- Call to Order – Ryan 6:34pm
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2.0 REVIEW OF PREVIOUS MINUTES

- Review requirements for Fundraising and Governance Committees
- Steph to review jersey inventory and purchase required jerseys
 - Steph will be reviewing jersey numbers at the end of season – no urgency to order some at this point – likely going to fill in some of the smaller sizes once inventory is taken
- Dave to coordinate declaration of criminal checks for this year
 - They are starting to come in and Dave is monitoring
- HP program – Ryan and Hamish to discuss plans for next year – ongoing
- Christine Larush is working on a “how to” manual for tryouts
 - Christine has started – she is working on adding detail and is going to speak to Jen and Dwight
- Tryout policy to be reviewed throughout the season to see if we can adjust wording in relation to the tryouts
- Jen to initiate mid-season survey – complete
- Policy updates are required for Section 20.2 - Jen and Ryan to review and provide recommendations to the Executive
- A discussion was had on whether to bring a player up from the House team to the BB level. Jen to discuss with the coach to bring certain players from the House team up to the BB practices to have a look at their skills. If the skills are there Jen/coach to discuss with the player to see if they are interested.
 - Gone to the next person in line on tryouts – this player is not interested in leaving and going to BB
 - House team has complained about lack of ice time – BB is supposed to call up more House players regularly
- Ryan to discuss with Bantam AA team regarding the use of the Canadians name
- It was suggested to have Ron investigate regular coach training – Ryan to talk to Ron about this initiative

3.0 NEW BUSINESS

3.1 Administration

- Approval of minutes
 - Approved by Alex and Jen
- Mid-season survey
 - This has been initiated – over 100 responses have been received
 - Feedback to be provided to coaches prior to Christmas



- Affiliate players
 - Ryan sent out a draft of the policy changes to Section 20 prior to the meeting
 - Changes were made to the policy at the meeting – Ryan has documented, and it will be provided with the minutes – See Motion #1 below
- HP committee
 - Ryan read the draft Motion at the meeting – Executive agreed to form the committee – see Motion #2 below
 - Discussion was had as to who would form the committee and the roles on the committees – current executive members, outside sources etc. – Hamish to put something together for the January meeting
 - Committee to be formed to organize 2020 season and form the basis of the committees moving forward
 - Treasurer and Ice Scheduler will need to liaise with the committee

3.2 Financials

- Budget
 - Discussion was had on issuing a credit to Tier One teams for mispricing on gloves and track jackets
 - Extra cost for jackets - \$10 extra was for embroidery of names
 - Extra cost for gloves - \$20 extra was a discrepancy on what Jason quoted Hamish
 - Executive agreed not to pay the extra costs
 - Hamish to review with Jason
- 20th anniversary t-shirts
 - The shirts made to be sold during cyclones day did not all sell. We have already purchased these shirts – Sara has agreed to try and sell the extras for \$20 each

3.3 Team Updates

- Suspensions and warnings
 - OD has sent a letter out regarding game sheet errors – Ryan to forward to the Executive to review
 - Fines issued by OD are to be paid by the association
- Half-ice change rooms
 - Renee has dealt with this and complaints have subsided
- Bantam AA roster request



- There is a parent coach who received a suspension for 2 years from the Nepean Association (not from OW or OD) – he has now asked to be put on the bench for Bantam AA team – his request was denied at this time

4.0 MOTIONS

MOTION #1: Motioned by Dave and seconded by Renee

- All in favour to approve the policy changes to Section 20 regarding affiliate players and implement the policy immediately.
- VOTE: All in favour – motion passed

MOTION #2: Motioned by Dave and seconded by Renee

- All in favour to approve the High-Performance Committee per the motion drafted by Ryan and read at the meeting
- VOTE: All in favour – motion passed

5.0 ACTION ITEMS FOR NEXT MEETING

- Review requirements for Fundraising and Governance Committees
- Christine Larush is working on a “how to” manual for tryouts
 - Christine has started – she is working on adding detail and is going to speak to Jen and Dwight
- Tryout policy to be reviewed throughout the season to see if we can adjust wording in relation to the tryouts
- It was suggested to have Ron investigate regular coach training – Ryan to talk to Ron about this initiative
- Mid-season survey results provided to coaches
- HP Committee – Roles and Responsibilities to be reviewed by Hamish

6.0 NEXT MEETING

- Wednesday, January 8th, 2019

