



Carleton Place Girls Hockey Association

Executive Meeting #2 Meeting

Topic: Executive Monthly Meeting
Date: Wednesday, July 29, 2020
Time: 7:30pm – 8:50pm
Location: Microsoft Teams

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
Pat Bissonnette	Coach Mentor
Dwight McNutt	Player & Goalie Development Coordinator
Kayla Twigge	Senior Rep
Amanda Waterfield	Secretary
Steph Grabe	Equipment Manager
Pat Bissonnette	FUNDamental & House Director
Joanne Hall	High-Performance Director

Regrets:

Crystal Devlin	Ice-Scheduler
Brandy Mallinson	Registrar

1.0 INTRODUCTIONS

- Call to Order at 7:30pm
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- Meeting held by teleconference (Microsoft Teams)

2.0 REVIEW OF PREVIOUS MINUTES (7:30)

- Approval of minutes
 - Motion to approve minutes by Dave and seconded by Sarah.

3.0 NEW BUSINESS

3.1 Administration

- Approval of minutes
- Pledge of Confidentiality & Conflict of Interest
 - Was discussed in great context and agreed upon
- AGM
 - Introduction of new Executive members
 - Survey went out to all members regarding the changes in the Policies. Only one response with regards to the changes of having a coach only allowed to be on the roster for one team. Ryan will follow-up with the individual that voiced a concern regarding this change.
 - There will be no formal AGM as we have done the due diligence based on the CPGHA Constitution
- OWHA UPDATES:
 - COVID-19 Return to Hockey Framework
 - Review of the outlined stages. Follow the health units direction
 - No sanctioned events are allowed at this time; and no dates have been provided for when it may be expected that we can start having sanctioned events.
 - There is a maximum of 10 people allowed due to Social Distancing guidelines
 - The beginning of the year will be more of a focus on skills and player development as it is believed that regular game play will not be happening until January 1, 2021.
 - Dave with the House and Competitive representatives will put together a plan based on the different stages
 - There will be a certification process put in place by the OWHA, we must present our plan to them prior to any sanctioned events. This plan must also meet the health units requirements prior to holding a sanctioned event.
 - Requirements will be
 - Facility screening – question Will this be our volunteers that must coordinate this or will the town / facility staff be responsible



- Must keep records of who enters the facility during the CPGHA events
- PPE will have to be worn by coaches
- Facility openings – there are no firm dates as to when facilities will be opening.
- Registration can happen but no fees can be collected at this time
- There will be no releases of players allowed due to the restrictions
- OWHA is considering a phase approach such as allowing Eastern Ontario to move forward, while the GTA is not able.
- Registration System change
 - This item will be discussed at a later time as we are not opening registration yet.
 - May post a “Intent to Register” so that we can get an idea of the number of players we may have at each level.

3.2 Financials

- Budget – pre-approval of budget is not expected at this time as we are unsure what will be expected expenses this year. Expenses we will have to possibly approve this year is PPE and tryout jerseys.
- Taxes-Variance for 2017/18 season – this was an issue with the fact that a 3rd account (Lottery Account) was opened but not recorded on the end of year income statement. No monies was missing. Ben McNeeley reconciled the income statement to reflect the lottery account. An adjustment note was added. He will then file the taxes for that season.
- 2020/21 registration & tryout fees will be determined at a later date

3.3 Team Updates

- House Coach Selection (Applications only closes June 26)

3.4 Coaching and Referees

- **OWHA update on coach certification requirements - if applicable at the time of the meeting**
 - Still awaiting direction from Hockey Canada on when the training will be held. Usually held in class and maybe it will be going online.

3.5 Equipment

- First Aid Kits, Jersey bags
 - Not all items have been returned however we should reach out and order new ones as many were not working any longer.
- Goalie gear



- Fundies and Novice may not be able to play with goalies as they will not be able to share the goalie equipment
- Personal Protective Equipment – Steph will look into the pricing for masks
- Tryout Jerseys
 - Will not order this year as there will not be a tryout process

4.0 MOTIONS

5.0 ACTION ITEMS FOR NEXT MEETING

- Dave following up with the CP, MM, and Beckwith to see what their plans are to meet the health unit requirements and opening
- Trainer Kits, jersey inventory – waiting to get into the arena - since completed by Steph
- Steph will look into the pricing for masks
- House coach applications will be reviewed and announced
- ----- will email Pledge of Confidentiality Forms to executive members to review and sign
- Jen, Pat, Joanne, Dave and Dwight will meet to put together a plan for the upcoming season.

6.0 NEXT MEETING

- TBD

