



Carleton Place Girls Hockey Association

Meeting Minutes

Topic: Executive Monthly Meeting
Date: Wednesday, October 7, 2020
Time: 6:30pm - 9:05pm
Location: Microsoft Teams

Attendees:

Ryan Carroll	Past-President
Renée Colley	Vice President
Sara Simpson	Special Events & Communications Coordinator
Dave Mitchell	Director of Discipline and Risk Management
Brandy Mallinson	Registrar
Alex Bennett	Treasurer
Crystal Devlin	Ice-Scheduler
Amanda Waterfield	Secretary
Jen Wright	Competitive Director
Pat Bissonnette	FUNdamental & House Director & Coach Mentor
Dwight McNutt	Player & Goalie Development Coordinator
Kayla Twigge	Senior Rep
Guest Attendee	
Angela Creamer	Cohort Leader U9-2, U11-2

Regrets:

1.0 INTRODUCTIONS

- Call to Order
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2.0 REVIEW OF MEETING MINUTES

- Review of September 16th meeting
 - Motion to approve the meeting minutes by Dave, 2nd by Alex

3.0 ADMINISTRATION

1. Executive responsibilities and accountability
 - Reminder that all members of the executive has signed the pledge of confidentiality and that we are to accept the decision made during meetings.
 - All communication to the association members, coaches and managers are to be sent to the Communication Director to distribute.

4.0 EXECUTIVE UPDATE

- Dave – Risk and Discipline – no need for discipline at this time.
 - COVID – Attendance sheets are being completed and submitted. 93% of our player screening forms are being completed correctly.
 - Den Moms – unfortunately the Town of CP will not allow Den Moms to leave and re-enter at this time.
- Crystal – Ice Scheduler – Ice schedule for October has been booked and everyone’s schedule looks good.
 - Beckwith arena contacted Crystal as there were issues last night with the FUNdies first session where parents were not aware of the facility rules. Sara to send an email to that cohort lead and remind the parents of the facility rules
 - CP Arena –On the screening forms handed into the rink teams are forgetting the dates.
- Pat – Coach Mentor – Bill Bowker has been booked for Coaching development sessions hoping for ice every 2 weeks, weekday evening. Preferably Thursday’s at 7pm. Asking coaches to share their 5 best practice plans among the coaches of the association.
- Pat – Director FUNdies and House – no new updates, mentioned that Option 1 U9 will not be able to use their ice time Sunday due to Thanksgiving. Only 1 player in attendance.
- Jen – Competitive Director – the Option 3 Midget girls have been doing their off ice training and have now moved to a private gym.
- Dwight - Director of Player & Goalie Development – Application has been approved by the OWHA for modified game play 3 on 3 Novice, 4 on 4 for the others.
 - Endeavour sessions have ended. Next sessions start this week with Power Edge Pro (PEP)
- Kayla – Senior Representative – waiting until January to start their season.
- Steph – Equipment Manager - Trainer bags have been handed out.



5.0 COVID-19 UPDATE

- Updates from rinks
 - No changes at this time to the facility guidelines.

6.0 OWHA UPDATES

- Sept 25 - Mandatory Modified 3 on 3 and 4 on 4 playing rules

7.0 FOLLOW UP – NEW BUSINESS

- Dwight / Steph/Dave – review of the HP program – where are we on this?
 - Hoping to start review of this by the end of October
- Pat / Dwight – review of scrimmage plan and approval and return to play for executive approval.
 - Application was submitted on Sept 30th and approved as of October 1 for scrimmages and game play within our association and with other associations.
 - 3 on 3 for U9
 - 4 on 4 for all ages
 - Motion put forward – send out survey to parents regarding game play for January.
 - Yes – Pat / Dwight / Dave / Kayla / Jen
 - Denied – Alex, Brandy, Steph, Sara, Crystal, Renée, Amanda
 - Motion denied at this time. We will want to move forward with this once we have a clear plan on how we will build this into the next phase.
 - Motion #2 – in order to move forward with game play and scrimmages cohort leaders must receive 100% agreement among the parents
 - Yes – Renée, Brandy, Sara, Alex, Crystal, Amanda, Steph, Dave, Kayla, Jen
 - No – Dwight / Pat
 - Motion passed
- Angela Creamer – concerns – RAMP is hard to completed, when parents have multiple kids on the ice and the 1 parent rule
 - Are we able to rosters approved late in the year as we know in the past they have to be submitted at a certain time.
- Yes, OWHA has indicated that they will be allowing association to change their rosters as the year progresses and new plans are put in place.

8.0 REGISTRATION & PAYMENTS

Alex

- Update on registration payments and discuss an action plan for players with zero payments



- 5 member we have 100% no payment – Alex to reach out by other means of communication to see if she can speak with the members of payment. Sara and Renée have sent the master list to her.
- Needs the address for FitQuest in order to send payment. – Dwight will provide.
- Parents are asking for official receipts. RAMP does not seem to provide this. Amanda volunteered to assist with creating an official receipt.

Brandy

- Missing coaches credentials, this is causing our roster to be denied. Pat to send Sara a step by step guide so that she can send it to all team staff

9.0 ACTION ITEMS FOR NEXT MEETING

- HP Program – Dave, Dwight, Steph
- Dwight / Pat – Put a plan in writing for review prior to the next meeting for discussion regarding game play, and preparations for next steps.

10.0 NEXT MEETING

November 4th, 2020 through MS Teams

