

Carleton Place Girls Hockey Association

2022-2023 Executive Meeting #8

Meeting Minutes

Date: December 7, 2022

Time: 6:30pm – 8:30pm

Location: Carleton Place Arena Board Room

Attendees

1. Crystal Devlin	President /Ice Scheduler
2. Keith Wigney	Vice President
3. Sara Dorken	Secretary
4. Nicole Oesterle	Treasurer
5. Brandy Mallinson	Registrar
6. Jen Wright	Competitive Director
7. Joe Schut	Coach Mentor/Player and Goalie Development
8. Steve Swanson	Risk and Discipline Director
9. Stuart Robinson	HP Director
10. Fred Olmstead	Equipment Director
11. Joe Dowdall	FUNDies & House Director
12. Paislee Puckett	Senior Rep
13. Jamie Ladouceur	Head Coach U15A
14. Greg Moore	Treasurer U15A

Regrets

- Amanda Waterfield (filling in) Communications Director

1.0 Introductions

- Call to order
- U15A Discussion -
 - The coach expressed his concern with the way the assistant coach's suspension was communicated to the U15A team.

- It was explained to Jamie Ladouceur and Greg Moore that complaints were received by the board, board members convened quickly and decided a suspension needed to happen based on the severity of the complaints.
- The matter has been brought to the attention of OWHA, they are in agreement that the suspension was the right immediate course of action. The OWHA has involved SafeSport, a third-party group of legal experts, for assessment of the situation. Once OWHA has communicated the next course of action to the CPGHA Executive Board, the suspended individual will be notified immediately.
- **ACTIONS:**
 - The CPGHA Executive Board will await direction from the OWHA.
 - Steve Swanson, Director of Discipline and Risk will communicate the above to the suspended individual and will CC Jamie Ladouceur and Greg Moore.
 - The CPGHA Executive Board will strive to better communicate the process to the suspended individual and the U15A team staff as appropriate and as required.
 - Reagan Fischer (Head Coach U18AA) will support the team on-ice as required while they are short a coach.

2.0 Administration

- OWHA update - Crystal Devlin
 - DS teams - CPGHA hasn't had a development stream team in several years.
 - We will ext year U9 and U13
- U18BB Player Update - Crystal Devlin
 - A player quit prior to a tournament at the end of November. Her mother met with the team manager, head coach and Crystal Devlin.
 - There were some issues with online and in-dressing room bullying from teammates.
 - The coach has spoken to the team and some apologies have been made to the player from teammates.
 - **ACTIONS:**
 - Two Den Moms will be required in the dressing room at all times.
 - Crystal will reach out to communicate that the player's spot is still available on the team should she wish to continue.
 - If she chooses not to continue with the team she will be offered a prorated refund from December 1st.
- CPGHA Policy Changes and Updates - To be discussed at the next Board Meeting.
- Roster Update - Brandy
 - U15A roster was approved with the roster addition, there were initially a few issues based on Ramp entry errors but it has all been fixed and approved.

- Financials Update - Nicole Oesterle
 - Outstanding Balances:
 - There are outstanding balances, some will be challenging to get.
 - **ACTIONS:**
 - Individual emails will be sent out to each outstanding account by December 11th, unless a note indicates otherwise.
 - One player, due to joining the team late, will be given to the end of the year to pay registration fees.
 - Keith will send sock invoice details to Nicole.
 - Goalie development:
 - The total reimbursement amount for goalie development is \$500 + HST.
 - Bank Accounts:
 - The CPGHA currently has 4 bank accounts distributed at various institutions.
 - Nicole is proposing an unlimited small business account with CIBC so the money can all be within one bank. If we keep the account above \$45,000, there is no fee.
 - Accounting software can be purchased for \$11.95/month, it will provide automatic balance updates.
 - **MOTION:**
 - Move money into 2 accounts at the same institution (CIBC) with 2 people having signing authority and get accounting software for \$11/month,
 - First: Joe Dowdall
 - Seconded: Stuart Robinson; passed by all.
 - Checks:
 - All checks for ice time have been delivered to the Town of Carleton Place but they have not yet been deposited.
 - Brandy will look for Roster checks and let Nicole know.
 - Bank Statement:
 - There is a missing statement from TD for Sept 1st.
 - **ACTION:**
 - Crystal will check with TD Bank to find the missing statement, she will send it to Nicole once received.
 - Cyclones day:
 - \$2752 was raised in total from the raffle baskets (\$1350.25) and bake sale (\$1401.75).

- **MOTION:**
 - Offer \$100 back to each team or they can choose to make it a \$100 donation to the Love 4 Reesie Foundation; the Executive Board will donate all bake sale money (\$1401.75) to the Love 4 Reesie Foundation
 - First: Stuart Robinson
 - Second: Joe Dowdall, passed by all.

3.0 All Other Items

- **Keith: Vice President Update**
 - Spring tryout dates and ice:
 - Ice times for Spring Tryouts will be made available in January.
 - We will try to secure tryout ice times in May for two teams when they become available in January to take advantage of the lower costs.
 - Projected HP teams for next year:
 - Likely just one at U18
 - Insurance for outlying arenas
 - Anyone in the association can now go to Lanark.
 - Almonte will be releasing ice, Crystal will approve.
 - Perth and Kinburn will be added to the insurance.
 - Beckwith's agreement with Kanata ends next year, we will try to get a contact with Beckwith for additional ice time for next year.
 - Competitive Team Ice Time:
 - We would like to provide more ice time for competitive teams next year, to accomplish this there will be an additional "Competitive Fee" for next year.
 - Hosting a Cyclones tournament for next year:
 - Peewee tournament, will we be doing it here next year.
 - Need to apply to OWHA, do we work with the tournament agency.
 - What levels? U9, U11, U13? House only? Competitive only? We will come back to this in January. Crystal will talk to CP arena. Ballpark 30-40 hours needed.
 - Billing for socks and goalie gear:
 - Goalie gear, Keith will send Nicole all of the info.
 - Need a blocker and trapper and a chest protector for U9.
 - Jerseys:
 - The association is getting atomic jerseys for next year, they will match the other jerseys.

- We need to decide on a supplier, and determine required sizes.
 - To be discussed at the next meeting: will teams pay the jersey deposit (\$300-500) instead of collecting individual post-dated cheques from families.
 - Keith will send Fred Olmstead the jersey information.
 - A set of orange jerseys is coming along with numbers that will need to be put on. These will all be youth XL, adult small, and mediums (they will likely be used for U11 or U13).
- **Stuart: High Performance Update**
 - Social media posts for recruitment - DONE
 - Parents meeting update - U18AA and U15A
 - Stuart attended the parents' meeting, they wanted to know why they are not allowed to do certain things they could do in the past. He explained about the policies. It was a productive meeting.
 - Julia Bissonette was added to the roster.
 - They are attempting to recruit more players by December 31st.
- **Communications:**
 - We will ask Ken if he wants to take on communications, if so, he will need access to Instagram.
 - **ACTIONS:**
 - Crystal will look into finding the passwords.
 - If she cannot find them, Crystal will ask Amanda if she can add someone else as an admin or if she can send the email address and password.

Motions brought forward

- Motion to approve the minutes from the previous meeting.
 - First: Stuart Robinson
 - Second: Keith Wigney, passed by all.

Next Meeting

January 11, 2023 for now, conflicts TBD.