

Carleton Place Girls Hockey Association
2023-2024 Executive Meeting - September
Meeting Minutes

Date: September 13th, 2023
Time: 7pm – 9 pm
Location: Carleton Place Arena Boardroom

Attendees

- | | |
|---------------------|--|
| 1. Keith Wigney | Vice President |
| 2. Sara Dorken | Secretary |
| 3. Kristyn Hesse | Special Event and Communications Coordinator |
| 4. Jen Wright | Competitive Director |
| 5. Stuart Robinson | HP Director/Player and Goalie Development |
| 6. Brandy Mallinson | Registrar |
| 7. Paislee Puckett | Senior Rep |
| 8. Joe Dowdall | FUNDies & House Director |
| 9. Nicole Oesterle | Treasurer |
| 10. Mike Soper | Equipment Director |
| 11. Adam Seguin | Risk and Discipline Director |

Regrets

- | | |
|------------------|-------------------------|
| ● Ken Proulx | Webmaster |
| ● Crystal Devlin | President/Ice Scheduler |

1.0 Introductions

- Call to order

2.0 Administration

- Approval of August Executive Board Meeting Minutes:
 - MOTION #1: To approve the CPGHA Executive Board August Meeting Minutes.

- First: Joe Dowdall
- Second: Keith Wigney
- Passed by all.

3.0 All Other Items

- **Keith: Tampering**
 - We will be filing a tampering complaint to OWHA about a former board member who, based on information they were privy to on the board, took 6 players to a different association, negatively affecting one age group and eliminating one full competitive team.
 - Keith or Crystal will file the complaint with OWHA.

- **Kristyn: Welcome Back Pizza Party**
 - Booked for Sunday, October 1st at Carleton Place Arena parking lot
 - Food:
 - Pizza/drink/pop covered by association for player. Family members \$3 a slice
 - Biosteel from Kings- Water purchased
 - Mavericks donuts- selling to us at wholesale \$1.50 and allowing us to sell at a higher price- proceeds going to both foundations - 50 ordered.
 - Spartans gave us a discount and paid for 8 pizzas- Total cost is \$548 tax included for 30 XL pizzas- 300 slices total. Nicole- will need cash.
 - Events:
 - Face painting- Sponsored enterprise OR Jetts angels- \$250
 - 67s Raccoon - Pending booking and sponsor- \$250
 - Inflatable games/Road games- using generator- approved by steph-Sponsor (1) Michale Fyke- will be running the INFLATABLE Ax throwing game for us. Sponsor (2) Beans
 - Poster contest- participants get their names in a draw to win one of 2 18AA t shirts- requires materials bought by organization- Sponsor CPGHA
 - Brandy will source t-shirts for the executive board members
 - Commitment from exec to be present day off:
 - Message Kristyn with availability.

- **Kristyn: Maverick's Donuts**
 - Player of the Game:
 - Maverick's Donuts would like to begin a "Cyclone of the Month" program at tournaments, since we don't host a tournament, we suggest providing teams with the 15 free donuts to distribute to players of the game throughout the season.
 - Cyclone of the Month:
 - This has been confirmed and Mavericks is printing the cards.

- We will also provide cyclone-branded socks (for feet), hoping to get them donated, if not, can the association cover the cost of these socks? 36 pairs are required.
 - MOTION #2: To purchase the player of the month socks if a donation cannot be sourced.
 - First: Nicole Oesterle
 - Second: Keith Wigney
 - Passed by all.

- **Kristyn: Cyclones Day**
 - We discussed this event and determined that since so many teams are away, and because we are already doing a welcome back event, that we will cancel Cyclone Day and plan another event later in the season.
 - MOTION: To cancel Cyclones Day and do another event later in the season.
 - First: Kristyn Hesse
 - Second: Keith Wigney
 - Passed by all.

- **Kristyn: Team Fundraising**
 - Teams have asked if we can promote their team fundraising on our socials, due to lottery licensing issues, we cannot.

- **Kristyn: Bowker Award**
 - We need to find the write-up about qualifications and determine when this will be presented.
 - If someone has a picture of the past winner, please send to Kristyn.

- **Kristyn: Cyclones Board in CP2**
 - The board has been put up, if you have not given Kristyn a headshot, please do so.
 - Will include upcoming events, Cyclone of the Month, Bowker Award info, etc.

- **U18AA: Branding and Logo**
 - U18A team needs to switch pant shells and remove Canadians stickers from helmets.
 - Need to use approved vendor to get proper cyclones colours, only U18AA can use the royal blue.

- **Jen Wright: Competitive Director Update**
 - Coaches and Managers Meeting: Sept 20th, 7pm Upstairs at CP Arena, board members attend if possible, Keith, Crystal, Sara, Joe, Jen, Mike, Adam, Paislee will for sure be attending.

- Non-parent coaches:
 - Confirmed that we will be paying teams \$1000 directly for non-parent coaches rather than requiring expenses.
 - Nicole needs a list of the teams and manager emails that will need the \$1000, will be sent before Sept. 30th.
 - U15BB, U18H, U18AA, U18A
- **Joe Dowdall: Fundamentals and House Director Update**
 - House coaches still needed for U9 and U11, will be sorted after Competitive tryouts.
 - U13 House team meeting:
 - Joe attended the meeting, went over the importance of Den Moms and trying to resolve any conflicts within the team before going to the executive board.
 - Suggestion to meet twice in August next season before the year starts to address all of the requirements for starting up a season.
- **Adam Seguin: Risk and Discipline Update**
 - Update on the ongoing issue that has been sent to OWHA, they have indicated that we can appeal the decision if desired, we discussed providing no further action on this issue.
 - MOTION #3: To let the decision of the OWHA stand on this issue and to do no further actions.
 - First: Joe Dowdall
 - Second: Brandy Mallinson
 - Passed by all.
 - Adam proposes building a committee of 3 executive board members to oversee issues around fees (i.e. refunds, etc.).
 - A committee will be formed of officers of the board.
 - The committee will discuss the issue and present it with all relevant details to the board for a vote.
 - Updating CPGHA Policies:
 - We will look to put together a committee to go through the policies and update, as well as segregate the House and Competitive Policies.
 - We will ask Ken to put a call out for a volunteer with experience working with policies to update.
 - Player Retention:
 - Given the amount of transfers amongst other associations, and losing entire teams across associations, we need strategies in place to prevent our association from shrinking.
 - We will continue to file tampering complaints to the OWHA as appropriate, but other than that, there is not much that can be done if someone wants to leave without boundaries being enforced by OWHA.

- **Nicole Oesterle: Treasurer Update**

- Ice Contracts:
 - There were many missed/unused ice times last year, this cost the associate \$798 last season.
 - We will look to implement a process for unused ice so that other teams can pick it up easily. The Kings have a good system for this, we will ask Ken what the system is and see if we can leverage something similar.
- August Ice U18:
 - We will bill U18AA for all August ice, except for tryouts, those are covered by the association.
- Unpaid Registration Fees:
 - Kristyn will send out a reminder email about final payments due on September 15th.
 - Players who haven't paid will not be allowed on-ice until fees have been paid. Coaches will need to enforce or let the board know if players are not listening.
- Budget Overview:
 - We have a budget surplus of around \$30K, we should look to get another ice contract.
 - Golf tournament total profit: \$5775
 - We need to refund a portion of fees to those who walked instead of getting a cart.
 - MOTION #4: To refund those golfers who walked instead of getting a cart.
 - First: Joe Dowdall
 - Second: Adam Seguin
 - Passed by all.

- **Brandy Mallinson: Registrar Update**

- Remind coaches to get all staff registered in RAMP ASAP so rosters can be submitted.
- Exhibition games cannot happen until rosters are submitted and approved.

- **Mike Soper: Equipment Update**

- "C" and "A"s for captains:
 - Will be provided
- Mike will send an email to coaches and managers about jersey care.
- Jersey deposits:
 - Mike is thinking about a strategy that doesn't involve cheques.
- MOTION #5: Provide Equipment Director with a \$300 day-to-day operational fund for expenses that do not require board approval.
 - First: Adam Seguin
 - Second: Joe Dowdall

- Passed by all.
- **Paislee: Senior Rep Update**
 - Requires one 2XL jersey for the SR team.
 - Mike is acquiring it.
- **Stu Robinson: Development Update**
 - Ice Hockey Systems:
 - New login has been acquired and distributed to all coaches.
 - Coaches Training:
 - How do we know that coaches are certified properly:
 - The OWHA would not approve the rosters if coaches and staff do not have the proper certification
 - Development sessions:
 - Competitive teams get 2 with Sami Holmes, House teams get 1 session.
 - Teams can book directly with SAMi, she will bill the association.
 - Send dates to Development Director and Treasurer to cross reference.
 - Goalie Development:
 - Can they use the \$500 for sessions other than with Stathos?
 - Yes, it is preferred they use Stathos but if they are using another provider, it must be with a registered company that has their own insurance.

Motions brought forward

- **MOTION #1:** To approve the updated CPGHA Executive Board July Meeting Minutes.
 - First: Nicole Oesterle
 - Second: Brandy Mallinson
 - Passed by all.
- **MOTION #2:** To purchase the player of the month socks if a donation cannot be sourced.
 - First: Nicole Oesterle
 - Second: Keith Wigney
 - Passed by all.
- **MOTION #3:** To let the decision of the OWHA stand on this issue and to do no further actions.
 - First: Joe Dowdall
 - Second: Brandy Mallinson
 - Passed by all.
- **MOTION #4:** To refund those golfers who walked instead of getting a cart.
 - First: Joe Dowdall
 - Second: Adam Seguin
 - Passed by all.

- **MOTION #5:** Provide Equipment Director with a \$300 day-to-day operational fund for expenses that do not require board approval.
 - First: Adam Seguin
 - Second: Joe Dowdall
 - Passed by all.

Next Meeting

Tuesday October 3rd, 2023 7-9pm, CP Arena Boardroom