

KPMHA Executive MEETING MINUTES

April 8th, 2019

Kerry Park Recreation Centre Lounge



Executive Members Attendance: Dave Brummitt (chair), Nelly Brummitt, Pam Kendall, Lonnie Goodfellow, Michelle McComb, Darren Van Oene and Michele Taron.

Absent: Gord Closson, Blue Bennefield and Kevin Kostin

Meeting call to order at 7:04 pm

Motion: LG- to approve agenda

Second: NB

Carried

Motion: MM -to approve March 2019 meeting minutes

Second: NB

Carried

Action Item

Email Vote

Motion: MT- to change Policy 1.8 to the following;

Prior to 7 days before the start of "Preseason" ice sessions in August, refunds will be provided for the full registration amount, less the cost of mutual aid (if applicable), and an administration fee of \$20 (except for players making a Junior, Minor Midget, Major Midget, Co-operative Tier 1 team or a Zone team).

After Preseason ice sessions, refunds will be pro-rated based on a 7-month season (September-March), under the following guidelines:

- a) Fees will not be pro-rated to less than 1 month (i.e. if notice received September 2nd, there will be no refund for the month of September).
- b) The date the request is received in writing by the KPMHA Registrar is the date from which the refund will be adjusted. Times actually on the ice will not be considered.
- c) All BC Hockey insurance fees will not be refunded.
- d) No refunds will be provided after November 1st (except for injury related circumstances).
- e) Refunds due to injury after November 1st will be considered by the KPMHA Executive, provided the request is supported by a doctor's letter noting the date and extent of the injury. Refunds will then be pro-rated (less insurance costs) from the date of injury.

Second MM

Carried

New Business

1. Chris Carter as a guest speaker (Goalie Development Coach)
 - Summarized goalie development for the season at KPMHA.
 - Suggestions from Chris moving forward;
 - More goalie ice space would be beneficial when goalie coach is out.
 - Coach's email addresses available to Chris, so that he could discuss game plan for upcoming practices.
 - Occasional "ALL" goalie sessions with a few skaters out to just shoot on goalies while development coach is working with them.
 - 6am sessions were not extremely popular unless it was during a scheduled rep team practice.
 - Chris would prefer not to do a 6 am session as well as evening sessions on the same day.

Old Business

- 1) Registration numbers.
 - Discussion
 - No answers as of yet as to when the Zone players will be released from JDF.
 - Bantam and Midget divisions are currently full with zone players.

- 2) Budget Committee- update on redefining Jersey fund and Contingency/Surplus.

****See budget revised for details****

Paid position for Administrator/Secretary at \$3,000.00 annually
Surplus is added to the following expense lines;
Officials development (\$500),
Trophy case (\$1078),
Bursaries (\$750)

Motion: MT- to accept the recommendation put forward by the budget committee, redefining the paid position and surplus amount.

Second LG

Carried

Motion: MT- to place \$5,000 into a term deposit from 2018/2019 surplus for jersey replacement fund.

Second LG

Carried

- 3) Board changes update.

Motion: MT- to accept the Executive job descriptions as presented.

Second NB

Carried

Motion: MT- to accept the new Admin/Secretary paid position duties as presented.

Second NB

Carried

Motion: MT- to accept the new volunteer nomination form as presented.

Second NB

Carried

4) AGM (Bylaw changes)

Motion: MT – to remove Bylaw 4.8

~~4.8 Any Director holding a two-year term position may run for election to a new position midway through their term on the Board of Directors provided they resign from their existing position. If they are not elected to the new position, the member may be nominated from the floor to stand for re-election to their former position or for any vacant position that they may be qualified to assume.~~

Second LG

Carried

Motion: MT – to re-number and reword Bylaw 4.9 to the following;

~~4.9~~ 4.8. During the year if any Director resigns or is unable to perform their duties the Board of Directors shall fill such position by appointment. The term of this appointment will remain the same. ~~ends at the next Annual General Meeting, despite the position and length of time the appointee is in that position but is eligible for election for that position at the meeting.~~

Second LG

Carried

Motion: MT – to re-number Bylaw 4.10;

~~4.10~~ 4.9. To be a Director a member must be willing to sign a Director's agreement and their designation, election or appointment as a Director is invalid unless:

- a) The member consents in writing to be a Director of the Association, or
- b) The designation, election or appointment is made at a meeting at which the member is present and the member does not refuse to be a Director.

Second PK

Carried

Motion: MT – to re-number Bylaw 4.11;

~~4.11~~ 4.10. A Director has a duty to disclose matters of conflict of interest. A Director is in a conflict of interest when a matter that is or is to be the subject of consideration by the Directors, if that interest could result in the creation of a duty or interest that materially conflicts with that Director's duty or interest as a Director of the Association.

Second PK

Carried

Motion: MT – to re-number Bylaw 4.12;

~~4.12~~ 4.11. The Board of Directors will ensure matters of conflict of interest are addressed in accordance with the Society Act.

Second PK

Carried

Motion: MT – to re-number Bylaw 4.13;

~~4.13~~ 4.12. The Board of Directors or the members may call a Special General Meeting for the removal of a Director through a Special Resolution of the members.

Second PK

Carried

Motion: DV – to change Bylaw 6.3 to the following;

6.3 President: Is the chief executive officer and oversees the affairs of the Association and provides supervision and direction to the Directors, including standards of performance, sphere of control, and disciplinary action.

Second PK

Carried

Motion: DV – to change Bylaw 6.4 to the following;

6.4 Vice President (Director of Operations): In the absence of the President, the Vice President shall have and exercise all the powers of the President. The Vice President is responsible for hockey operations and is responsible for chairing the Discipline Committee.

Second LG

Carried

Motion: MT – to change Bylaw 6.9 to the following;

6.9 Head Coach/Competitive Director: Establishes, organizes and develops a system at all levels within the Association to promote further development of players and coaches through training programs and clinics. The position ensures the selection of properly qualified and capable coaches for all teams and is responsible for the coordination of evaluations for competitive teams. The position oversees the conduct of all coaches ensuring that they are following the rules of the Policies and Procedures, VIAHA, BC Hockey and Hockey Canada.

Second LG

Carried

Motion: MT – to change Bylaw 6.1 to the following;

6.1. Directors must be elected or appointed to the following Board positions, and a Director, other than the President, may hold more than one position:

1. President
2. Vice President (Director of Operations)
3. Ice Management Director
4. Registrar/Administration Director
5. Treasurer/Finance Director
6. Risk and Equipment Management Director
7. Head Coach/Competitive Director
8. Referee-In-Chief
9. Junior Divisions Director
10. Intermediate Divisions Director
11. Senior Divisions/Female Programs Director
12. Marketing and Communications Director

Second LG

Carried

Motion: MT – to change Bylaw 6.11 to the following;

6.11 Junior Divisions Director: Oversees the administrative and operative affairs of the Association's Initiation and Novice Divisions.

Second LG

Carried

Motion: MT – to change Bylaw 6.12 to the following;

6.12 Intermediate Divisions Director: Oversees the administrative and operative affairs of the Association's Atom and Pee wee Divisions.

Second DV

Carried

Motion: MT – to change Bylaw 6.13 to the following;

6.13. Senior Divisions/Female Programs Director: Oversees the administrative and operative affairs of the Association's Bantam and Midget Divisions. Leads the Association's female hockey program.

Second PK

Carried

Motion: MT – to change Bylaw 6.14(previously Bylaw 6.13) to the following;

6.14 Marketing and Communications Director: Oversees the marketing, communications, fundraising, tournaments and sponsorship programs for the Association.

Second MM

Carried

Motion: MT – to add Bylaw 6.15(previously Bylaw 6.14);

6.15 The Board of Directors will maintain job descriptions for the Director positions as part of the Policies and Procedures and amend them from time to time at their discretion.

Second MM

Carried

Motion: NB – to alter job description of Junior, Intermediate and Senior Division Director Experience to; At least one-year experience as a team manager or other Board of Director is recommended.

Second PK

Carried

MT will present all bylaw changes at AGM.

Director's Reports

See Director's Annual Report.

Motion: To adjourn the meeting

First: PK

Second: LG

Carried

Meeting adjourned 8:33pm