



## KPMHA Board of Directors' Meeting Minutes KP Denis McLean Room Monday, December 13, 2021

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Board members in attendance: Josh MacKamey, Phil Downie, Michele Taron, Darren Van Oene, Suzanne Rourke, Nate Boersen, Lonnie Goodfellow, Pam Kendall, Karl Faber, Zahra Rasul, and Marsha MacMurchy

Absent: Shane Kendall

1. Meeting called to order by **JM** at 7:14pm
2. **Motion:** **LG** to approve Agenda  
**Seconded:** **MM**  
**Carried**
3. **Motion:** **PD** to approve the Board's November Meeting Minutes  
**Seconded:** **LG**
4. Old Business/Action Items:

Action items:

- **MT** will review the presentation sent to her by **AL** to determine what OPIC safeguard/privacy seminars/webinars KPMHA should use for training – in progress
  - **SK** will check with Sheena about using the Junior B screens for tournament sponsor information or 50/50 winners for example.
- a) President's Report – **JM**
    - PCHA in Langford wants to expand their program for a U15 team of first year players. There seems to be a lot of players at this age level. Creating another team puts stress on the demand for ice.
    - Brian Harrison, who sits on the KP arena commission, proposed to hang the jersey of an official who started refereeing at KP and who now referees in the WHL.
  - b) Financial Update – **MT**
    - The Association is financially stable
    - Some teams still need to submit their budgets
    - The budgets vs the actuals are due by December 31<sup>st</sup>
  - c) Vaccination checks at the door – **MT**
    - When doing vaccination checks at the door the blue and orange cards are expired and are no longer valid.
    - We will follow the KP arena's protocols
    - Fines are the responsibility of the team



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- d) **First Shift Update and Registration - ZR/PK**
- 29 kids participated in First Shift which finished December 5<sup>th</sup>
  - **ZR** thinks that it was successful. There were various coaches and team members from the U15A team
  - The First Shift program is in the fall because there is a bit more ice available
  - **MT/PK/SK** had to organize coaches and volunteers for every session
  - KP may receive money for hosting the program but that doesn't cover the ice costs
  - Some participants can be converted to registration, and other participants can register as "returning players" in Feb/March 2022.
- e) **Ref Update - LG**
- 18 referees qualified this year and he is hoping to keep them interested
  - KP refs will cover the U18A tournament and younger refs will have a mentor at the U11A tournament
- f) **U18A and U11 Development Tournament Updates – MM/ZR**
- **MM** gave the U18A team the items to run the 50/50 draw
  - Both tournaments seem to be getting organized
- g) **Panago Update – MM**
- Almost every team received coupons
  - There will be more coupons available in January
5. New Business:
- a) **Team Photos - MT**
- A new team photographer has been found
  - Team photos will be Jan. 4<sup>th</sup> and 5<sup>th</sup>
  - If anyone misses their time they cannot be added
  - The photographer is going to work on extra photo package options
- b) **Budget Committee/Executive Re-structure Committee – MT**
- The Budget Committee of MT and PK would like to start preparations earlier than in previous years – NB and JM will join
  - The structure of the executives needs to be re-assessed because gaps exist
  - MT suggests the Ice Scheduler be a paid position and not a voting member of the board.



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- c) Bursary Committee/Bursaries for graduates - **PK**
- **Motion:** **MT** to motion that the KPMHA awards up to \$1,500 in bursaries  
**Second:** **LG**  
**Carried**
  - KP offers two bursaries up to a maximum of \$1,500 for players or officials who have played/officiated in the past two years
  - **ZR, PD,** and **MM** would like to assist **PK** on the Bursary Committee
- d) Graduating Player's Gifts - **MT**
- **Motion:** **MT** to motion that KPMHA gift one of our existing jerseys (one colour) to each graduating player  
**Second:** **LG**  
**Carried**
  - Managers can get name bars for the graduating players.
- e) Rink Boards at KP – **MT** (on behalf on **SK**)
- The Novice boards are heavy and they occupy a lot of the coaches time to set them up and put them away. It is NOT up to the rink staff to have to assist. That is not their job.
  - **Action:** **ZR** to film her coaches setting up and taking down the Novice rink boards. She will send the edited video to **JM** and **MT**
- f) Divisional Directors – Any team updates?
- **Action:** **Divisional Directors** to remind parents that managers are the first point of contact for questions and then they are able to assist if necessary.

**Motion:** **MT** to go in camera at 8:21pm  
**Seconded:** **PK**  
**Carried**

**Motion:** **MT** to come out of in camera at 8:46  
**Seconded:** **NB**  
**Carried**

**Motion:** to adjourn meeting at 8:50pm: **PK**  
**Second:** **SR**



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**DIRECTOR'S REPORTS:**

**President** – Josh McKamey

- PCHA expansion, discussions and KP response.
- Brian Harrison reaching out regarding recognition of past KP official

**Vice President of Operations** – Phil Downie

- I have nothing to report this month. There have been zero DC duties or issues I have had to deal with.

**VP of Admin and Finance/Communication Officer RTH/Ice Scheduler** – Michele Taron

- Ice schedule is up on the website until the end of January with the exception of weekends league games for REC teams and VIAHA ice slots.
- Have not yet received confirmation about playoffs at KP for U11 Dev and U21 recreation.
- Still waiting on copies of signed budgets for some teams.
- Reminder that Budget vs Actuals for ALL teams are due in to Bookkeeper (Pam) and myself by Dec 31<sup>st</sup>
- All Managers must be checking HiSport by Wednesday to confirm their game is listed. If the game is not listed then Refs cannot be booked and Commissioners need to fix this.
- HiSport does not produce efficient reports for the monthly ref pay so Raina had to do it manually (a lot of work!) Thank you Raina.
- The orange and blue COVID card for people over 12 years only is NOT acceptable for proof of vaccination since September 26<sup>th</sup>. There was an incident at the door on Saturday with a Sooke parent.

**Registrar** – Pam Kendall

- No report submitted

**Head Coach/Competitive Coordinator** – Darren Van Oene

- No report submitted

**Marketing and Tournaments** – Zahra Rasul

- Tournaments:  
We have the U 11A tournament coming up December 27-29, and the U 18A tournament coming up December 20-23. Everything seems in order for these two tournaments.
- First Shift:  
Last session was the first week of December. There was overwhelming support from all the families. There is a lot of eager interest to register with our association for families in our catchment. There were a few complaints from people who were hoping the process would be smoother.



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### **Gaming and Sponsorship** – Marsha MacMurchy

#### Gaming

- Worked with MT on procedure for teams wanting to do 50/50s at Royals games
- Prepared 50/50 raffle procedure documents for Managers
- Facilitated raffle licenses and tickets for U11D and U18A December tournaments

#### Sponsorship

- ran a face mask fundraiser raising \$220.8 for the association
- Laura Aitken ran a Summer Skates fundraiser for the association raising \$98.62. Huge thanks to Laura for doing this!

#### Marketing

- Actively posting content on all association social media accounts

### **Referee in Chief** – Lonnie Goodfellow

- We have another 9 new officials which brings us to 18 new officials. They have just started to get their feet under them, so again I ask patience with them as they learn to ref.

### **Rick/Equipment Management Director** – Shane Kendall

- No report submitted

### **Junior Divisions Director** – Nate Boreson

- No report submitted

### **Intermediate Divisions Director** – Suzanne Rourke

- Nothing to report

### **Senior Divisions and Female Director** – Karl Faber

- Nothing to report