

KPMHA Executive Meeting
MEETING MINUTES
February 7th, 2017
Shawnigan Lake Community Centre Lounge

Present: Erin Egeland, Dave McDill, Mari Ann Rockson, Aaron Wade, Dave Brummitt, Heather Calabrese, Aaron Lamb, Louise Thomson, Lonnie Goodfellow, Jason Rockson, Wendell Rederburg

Regrets: Mike La Roy, Isabel Grondin, Nelly Brummitt, Martin Wright

Meeting called to order at 6:36pm.

Motion to approve agenda: MR

Second: JR

Carried

Motion to approve January 2017 Minutes: LG

Second: DB

Carried

Old Business

- a. Action items from previous minutes
 - i. Items requiring follow up:
 - 1. DB to make modifications to evaluation process to be added to P&P. Still in progress.
 - 2. JT to summarize feedback from coach evaluations.
 - 3. Coaching Development
- b. Association documents – IG and AL
 - i. P & P Sections 7 and 10
AL will bring it back to the board next month with a few changes around the interim coach.
- c. Membership satisfaction survey – MW
 - i. Draft sent out for BOD review prior to meeting.
 - ii. Communication to be sent out to team managers through Division Coordinators.
- d. Budget Committee – HC
 - i. MR to make changes based on BOD suggestions and return budget draft to next month.

New Business

President's Report – Erin Egeland

DB- Motion to go in camera at 8:26pm.

DB - Motion to out of camera at 8:27pm

Follow Up RE: Advertising for the Dasher Boards

Kim Liddle, KP Recreation Manager, received confirmation from the Kerry Park Recreation Commission on January 24th, 2017 that we (KPMHA) are able to affix advertising to our dasher boards with the understanding that:

- Kerry Park Minor Hockey will be solely responsible for purchase, installation/removal of all advertising. Arrangements should be made with the Facility Coordinator (Tony) &/or Administration Coordinator (Sheena) for timing of installation/removal so that it doesn't interfere with facility maintenance.
- The advertising should be in 'good taste' considering the public venue these boards are in and the clientele that will be seeing them. The facility reserves the right to request removal of an ad that does not appear to be 'in good taste'

Shawnigan Lake School

I spoke with Jeff Compton at SLS last week who will submit the Hockey Canada Sports School application once the KPMHA Board approves the request. According to Jeff, no changes will be made to the school's programming for the next academic year 2017/18. I will need someone from the Board to make a motion outlining the above. This MOU expires at the end of the 2017-18 season and will need to be renegotiated next January (or sooner) by the Board.

Motion – DB – KPMHA agrees to sponsor Shawnigan Lake School to apply for Hockey Canada Sports School status based on the existing MOU for the 2017/18 season.

Second – LG
Carried

Important Dates (as presented on VIAHA's website under the 'Important Dates' tab)

Scholarship Applications – March 31, 2017

<http://www.viaha.org/forms/2015%20VIAHA%20Scholarship%20Awards%20Application%20Form.pdf>

Next VIAHA meeting – Sunday, April 9th, 2017.

March 11/12 – Recreational Playoff weekend.

March 20-23 – BC Hockey Championship Playoff Weekend.

Good luck to all teams as they move toward and through playoff season. Only 5 more weeks to go!

Thank you again everyone for your support to make our KPMHA kids play hockey!!

Executive Reports:

1st Vice – DB

- Congratulations to the Midget A team for winning their league banner.

2nd Vice/Ice – MR

- Ice is good.
- There is no fixed date for ice to end. Ask Mari Ann.

Treasurer- HC

- On February 1, I received the Association's financial books. I spent a great deal of time reviewing the books on Friday trying to become familiar with quick books.

This will take me some time so I appreciate your patience as I become more efficient.

- As we passed in policy back in the fall 2016, the financial records should have a read and review annually. To prepare for this we will require a bookkeeper to update our books so they reconcile to the bank account. This will include making all adjustments from prior years as well as completing the reconciliations and correcting entries from prior years.
- A synopsis of the current state is there are many entries that has payments received in "undeposited account" and there are outstanding adjustments going back to 2008. These have affected the books in that they do not balance to the bank account. I understand from Erin that the reconciliations were done manually but going forward I would like to have this done through quick books. To complete this work will take a significant amount of time and should be completed by a bookkeeper.
- My hope is that once the books are updated with the adjustments from prior years and corrections in the financial accounting, I will be able to provide accurate monthly reports.
- Going forward my goal is to ensure that process for any treasurer who takes over our books will be able to quickly figure out our books as they are maintained electronically.
- Tomorrow I will be bringing the books to our meeting as well as the bank account balance.
- I would like to make a motion that we hire a bookkeeper to update the KPMHA financial books.
- Discussion that involved we would be closing our financial books at the end of this year fiscal. Aaron Wade agreed to assist in determining the trial balance to be used for the next set of books.

Registrar – LT

- Registration runs from Feb 22-March 8.
- Website has been updated.
- Registration site is all ready to go.
- No changes to registration process this year.
 - Collecting post-dated cheques for rep fees at the first tryout was extremely helpful and saved team managers and the Treasurer a lot of work.

Head Coach - DB

Equipment – JR

- Initiation teams have two sets of goalie gear each now. The three remaining sets can be used by the Novice teams.
- The divider boards removal/installation/storage needs to be worked on. The rink is complaining about the process and storage.
 - Boards needs to be put on and off the ice with two on ice coaches and two off ice team officials.
 - Helmets for on ice officials are mandatory.
 - Leave enough time to get the boards off the ice and for the Zamboni to clean the ice for the next group.
 - There is a picture attached to the wall by the cart on how it should be stored after use.

- Motion – LG - Starting for the 2017/18 season players will purchase a home and away jersey set at cost that they will own. A policy amendment will be written and provided to the BOD at the next meeting.
 - Second – MR
 - Carried

Risk Manager – MW

- Nothing to report

Referee Assignor – ML

- Nothing to report

Referee in Chief – LG

- We have had no major issues with the officiating for KP. A couple of concerns but it is coaches not understanding the official's job. I would like our coordinators to go back to their coaches and remind them all that we are out there doing the best we can. We have had games where we have 2 senior officials on the ice and a coach get thrown out for constantly questioning calls and yelling at the official. I had a young official come to me in the ref's room yesterday to confirm what he should do to throw out a coach. I asked why he would do that, he proceeded to tell me he had a coach constantly doing as I have stated above with a senior official. He did not say this coach was from our organization, and was just confirming what he should do.

Tournament and Sponsorship - VACANT

Competitive – AW

- Playoffs have started for all but Atom D. KP is fairing very well overall. Some good hockey to watch. Thanks for the volunteer supervisors who have come out.

Discipline Committee

- Nothing to report.

Division Coordinators:

- Initiation – NB
 - Timbit report: All is good.
 - BC Hockey coming tomorrow night to give their "Cross Ice Program" Seminar. At SLS all KP coaches from novice and initiation have been invited and expected to attend.
 - Jamboree all in place: 170 Timbits coming, Let the fun begin.
- Novice – IG
 - Members presented queries with regards to registration and possible changes being brought forward once again by BC hockey
- Atom – WR
 - We have discussions with the recreational governor for VMHA surrounding two issues 1) rough play 2) coaches officiating when the officials do not show up on time for their assignments. She was great to deal with and all was worked out at our level.
 - Other than that all is well in Atom.
- Peewee – AL
 - 11 have responded to the hitting clinic for February 8. Mainly 2nd year Peewee players.
- Bantam – HC

- Nothing to report.
- Midget – DM
 - The team seems to be running smoothly, nothing to report.
- Female – IG
 - Nothing to report.

Meeting adjourned at 9:30 pm

Next meeting – March 3rd, 2017