



## KPMHA Board of Directors Meeting minutes Online- via Zoom June 14, 2021

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Board members in attendance: Aaron Lamb, Zahra Rasul, Shane Kendall, Pam Kendall, Darren Van Oene, Michele Taron, Marsha MacMurchy, Josh MacKamey, Suzanne Rourke, and Phil Downie.

Absent: Nate Boerson, Lonnie Goodfellow

Non-members in attendance: Carrie Coleman (Sooke MH President).

1. Meeting called to order by AL at 7:02pm
2. **Motion:** SR to approve agenda  
Second: MT  
**Carried**
3. **Motion:** MT to approve May 8, 2021 meeting minutes  
Second: SR  
**Carried**
4. Old Business/Action Items:
  - **AL** is working on a PowerPoint presentation about responsibilities and accountabilities that KPMHA should use for training- for Monday, July 12 BOD meeting
  - ✓**MT** - goalie sessions with Leighton Williams – 8 sessions have been booked and he has an assistant so he can help 4 goalies at once. The sessions will continue until July 21<sup>st</sup> and is for both house and rep players. U9-U18 goalies are already booked into these sessions.
  - ✓**ZR** - The First Shift welcome event will be on Tuesday, Oct. 19<sup>th</sup>.
    - **MT** to look for ice from Sheena starting in the first week of Nov.
    - Registration for the event goes live Tuesday, June 15<sup>th</sup>. We will have to pick up the pace for organizing.
    - The registration closes late summer or early September.
    - **AL** offered to meet with the Malahat First Nations in regards to marketing the event to the Indigenous community.  
**Action:** **ZR**- to connect with the Malahat First Nations leader in regards to the First Shift Program.
  - ✓**JM** – watched a demo of the Max Analytics Evaluation software with **AL** and **MT**.  
**Motion:** **JM** to approve the use of the Max Analytics Evaluation software (web based app) for the rep teams for the 2021/2022 season.  
Second: **MT**  
**Carried**



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- The software uses any Internet connection by accessing a website and evaluators enter information into tablets automatically and it would be easier and quicker for **DV** to receive the results of evaluations.
  - The system can have multiple users.
  - Report cards can be sent to parents, in no ranking order, on what their player needs to improve upon.
  - Evaluators can continue to enter information even if they lose WiFi contact.
  - **MT** the money for this year's trial comes from a lump sum surplus from previous seasons (\$1,620 for 4 teams), but future seasons would have to take the money from rep fees. If more players register this season then the cost would increase. We haven't spent our entire evaluation budget in the past so there is a surplus.
  - **AL** – different evaluators see the same player differently so this app alleviates the discrepancies. It would also save DV at lot of time. The company seems to have dealt with a lot of the common issues that occur.
- Action:** PK will set up NB on TeamSnap.
- ✓ **NB, SR, PD** sent out a welcome e-mail through TeamSnap introducing themselves and asking if anyone had a questions.
  - ✓ **Motion:** **JM** for the board to approve the 2021/22 Disciplinary Committee members:  
Justin Leamy  
Steve McDonald  
Matt Bleackley  
Josh Mckamey  
Second: **ZR**  
**Carried**
  - ✓ **Motion:** (E-mail vote on June 8<sup>th</sup>): **DV** for the board to approve the 2021/22 Development Committee members:  
Michele Taron  
Darren Van Oene  
Josh McKamey  
Patrick Jadan  
Jason Taron  
Rob Mcnut  
Second: **MT**  
**Carried**



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- ✓ **Motion:** (Email vote on June 8<sup>th</sup>): **DV** for the board to approve the 2021/22 Coach Selection Committee:  
Jason Taron  
Josh McKamey  
Darren Van Oene  
Second: **MT**  
**Carried**

- **AL** appoints the following people for the 2021/22 Appeals Committee:  
Clint Steigenberger  
Dylan Durrand  
Tracey Hanson  
Shawna McKale  
Another person – waiting for confirmation  
**Action:** **AL**- Will have one more member of the committee by our July meeting.

A. President's Report: **AL**

- Welcome to Carrie Coleman (new Sooke MH President)
- VIAHA-
  - There will be more freedom with residential transfers this season as opposed to last season in regards to filling vacant spots to make a Rep team viable, due to T1 program.
  - Michele Taron won Volunteer of the year award from VIAHA.
  - **AL/MT** attended VIAH AGM on June 12<sup>th</sup> and will attend BC Hockey AGM on June 24<sup>th</sup>.

B. Financial Update: **MT**

- We are financially healthy.
- No questions on financial reports.

C. Registration Update: **PK**

- Discussion
- Requests for moves and new registrations are being processed.

**Action:** **PK** – **SR** would like a list of last season's players who haven't registered yet so that she can contact them about this season.



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D. Bursary Committee Update: **PK**

- The committee let Kelsey know who the recipient is. There were only two applicants and only one was qualified. There has to be better communication that anyone, including referees, who have been at the KP Association in the last two years is eligible for the bursary.
- **MM** – suggested that this information could be put on Facebook and shared through community groups on FB.

5. New Business:

a. T1 program. **PK/MT**

**Motion:** MT- to change Policy 1.9

Second: **SR**

**Carried**

Current Policy 1.9

Prior to seven (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, Cooperative 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 one (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 Registrar/Administrator Director 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 Board of Directors, 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.

Change to Policy 1.9

Prior to seven (7) days before the start of “Preseason” ice sessions in August, **July 1st** 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, Cooperative Tier 1 team or a Zone team ).

**July 1<sup>st</sup> to Pre-season ice sessions: registration refunds will be given minus a \$50 fee and an administration fee of \$20. (Except for players that have notified the Registrar Director before July 1st that they are trying out for a junior team or the JDF T1 program)**

After Preseason ice session, refunds will be **given minus \$100 per month** based on a 7-month season (September-March), under the following guidelines:



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- a) Fees will not be ~~pro-rated~~ **adjusted** to less than one (1) month (i.e. if notice received September 2nd, there will be no refund for the month of September).
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- b. **MT** – has used hockey gear of various sizes from the Shawnigan Lake School Hockey program.  
*Thank you* Shawnigan Lake School Hockey program and Chant family for the donations.
- There will be a “Rummage Sale” event on Sunday, June 27<sup>th</sup> at the KP Ball fields (noon to 3:00). Just need confirmation from Sheena.
  - The event will be listed on Facebook and will be by donation – hopefully a minimum donation – and the money will go into the financial aid fund.
  - Would also like to sell Panago tickets at the event.
  - We could also advertise the event on Team Snap and social media – board members can share the information.
- c. **DV** – Coach Interviews – there have been two applications for the U18 rep team and he is hoping to have interviews with them by the end of the month.
- d. **ZR** – The welcome event for members depends on the Public Health Order which will be announced on July 1<sup>st</sup>.  
**Action:** **ZR** to discuss the event at the next meeting once she knows what the new PHO rules are and will have a recommendation to the Board.
- e. **MM** – The Association will take over the Panago pizza fundraiser since it is popular with so many teams in order to streamline the process.
- Panago expressed their appreciation with this arrangement.
  - She is expecting 700 coupons later in the week.
  - She will give them to **MT**.
  - **MM** will track the coupons and **MT/PK** can take the money out of the team's accounts.
- f. **ZR** – there are no tournaments currently listed on BC Hockey's website because no one knows what the rules will be.
- **ZR** would like to book ice for the Family Day long weekend to prepare for the Initiation Jamboree to be held at KP.



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**Action:** Divisional Directors are to reach out to the parents to see who is interested in running a tournament this season.

- **Action:** ZR will create a checklist of the information needed to organize a tournament and a checklist for the U7 jamboree.
- MT would need to know if parents are interested in booking a tournament by **July 15<sup>th</sup>** in order to secure ice slots. Also, the sooner they are sanctioned and listed on BC Hockey site the better the chance of success in visiting team registration. Some dates for possible tournaments are: Thanksgiving (would have to be organized quickly), and Christmas break. These weekends are blackout dates from league play. EVERY team must understand that league play comes first before tournaments!

g. MT – Pre-season ice updates:

- Sheena has not guaranteed that the 40 minutes between ice sessions will disappear.
- The CVRD is working on their safety protocols. Should know more by July 1<sup>st</sup>.
- Checked with Leighton Williams about pre-season sessions for goalies. Rep goalies would have to be first, due to tryouts, then some seasons for Recreation goalies.

**Motion:** ZR to adjourn meeting

Second: PK

Meeting adjourned at 8:28pm



## KPMHA Board of Directors Meeting minutes

### Online- via Zoom

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#### **President – Aaron Lamb**

- BC Hockey
  - Lots of turnover – people no longer there, new people coming in
  - Annual General Meeting June 24 – Michele and I will attend
    - Nominees for members will be acclaimed given open spaces
    - Resolutions
      - Changing names of divisions
      - Accredited schools become voting members
      - Gender diversity on Board
      - Appeal fees to \$500.00
      - MHAs to be incorporated under Society Act to be voting members
      - CEO empowered to do clean up of immaterial things related to the Bylaws and Regulations
- VIAHA
  - AGM held January 12<sup>th</sup>
    - Congrats to Michele Taron for winning the VIAHA Volunteer of the Year Award
    - Nelly Brummitt – VP VIAHA South; Al McCulloch – VP Island Teams
    - General clean up of Bylaws and Regulations; minimum players requirements recreation hockey
    - Mention of Island League changing format
  - Tier 1 Shared Player approved for next year
- Personal Information – started custom power point for Board and Volunteers who handle personal information

#### **Vice President of Operations – Josh McKamey**

- Reached out to disciplinary committee members
- Corresponded with Max Analytics and researched new evaluation software
- Zoom demo for Max Analytics with MT and AL
- Discussion with MT and AL regarding T1 program

#### **Vice President of Admin and Finance – Michele Taron**

- Financials attached
- BC Hockey has provided each Association with a credit towards this season fees due to COVID.
- Received nine bags of donated hockey gear from Shawnigan Lake Hockey program.
- Motion to change Policy 1.9. In order for proper planning, members trying out for teams outside our Association MUST communicate this with Pam (Registrar).
- We need more of a Social Media presents. Other associations are posting all the time. Suggestions?



# KPMHA Board of Directors Meeting minutes

## Online- via Zoom

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- All team budgets and bank accounts have been finalized.
- Start of season each team will assign two team staff members as delegates on the team accounts, there will be no more team cheques and delegates will set up Etransfer in team bank accounts and send expense receipts for Pam and I to approve the Etransfers.
- Sent out membership a request for updated contact information. This is done through a google form on our Association google drive. Once we have access to the new version of HCR Michelle M. will be able to view all members' profiles to make sure they match the updated contact form recently filled out by member's guardian. This will make the transition to the new version smoother. As of today 86 contact forms have been completed.
- Participated in BC Hockey HCR new version update training.
- Was part of Max Analytics "Go to" meeting with Josh and Aaron.
- Attended VIAHA AGM on Saturday.
- Hope to be able to have in person Exec meetings starting in July.
- No tournaments on BC Hockey site yet but once indoor game play is announced then tournaments will start popping up.
- Divisional Directors please reach out to your groups to enquire if any teams wish to host tournaments this season. Zahra will need to be involved in the conversation as it falls under her duties and I will need to be consulted in regards to ice availability.
- All teams wishing to attend an away tournament must request an Association cheque from me in an email with a copy of the tournament pkg that shows the sanction #.

### Communication Officer RTH – Michele Taron

- The Province has released the following restart V2.0 plan. Keep in mind the arenas may have slightly more restrictive protocols. Waiting for guidance from each arena.
- Will still have to provide a safety plan for each rink.

### Step 2: Earliest start date June 15

The criteria for moving to Step 2 is at least 65% of the 18+ population vaccinated with dose 1, along with declining case counts and COVID-19 hospitalizations.

The earliest date we move to Step 2 is June 15.

<b>Sports and exercise</b>	<ul style="list-style-type: none"><li>▪ Indoor high intensity group exercise allowed with reduced capacity</li><li>▪ Indoor games and practices for both adults and youth group/team sports allowed</li><li>▪ No spectators at any indoor sport activities</li><li>▪ Outdoor spectators up to 50 allowed</li></ul>
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### Step 3: Earliest start date July 1

The criteria for moving to Step 3 is at least 70% of the 18+ population vaccinated with dose 1, along with low case counts and declining COVID-19 hospitalizations.

The earliest date we move to Step 3 is July 1.





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### Sports and exercise

- All indoor fitness classes allowed, usual capacity
- Limited indoor spectators allowed

### Step 4: Earliest start date September 7

The criteria for moving to Step 4 is more than 70% of the 18+ population vaccinated with dose 1, along with low case counts and low COVID-19 hospitalizations.

The earliest date we move to Step 4 is September 7.

### Sports and exercise

- Return to normal sport competitions with an updated COVID-19 Safety Plan in place
- Increased outdoor and indoor spectators

### Registrar – Pam Kendall

- Things have been a bit quiet.
- We have migrated to HCR 3.0 but as of now only registration (we don't use) is fully operational.
- There are a few potential transfers in the works.
- As we get closer to the season and the PHO changes I am sure we will get more requests.

### Ice Scheduler – Michele Taron

- Spring Development sessions have been going well. It has been a lot of work. Sessions have been split into two blocks and there are eight goalie sessions available for U9-U18 goalies.
- Working with Sheena on ironing out Pre-season ice starting Aug 21st, hope to have a contract by the end of June so that I can provide membership all Pre-season ice sessions before summer holidays start.
- Pre-season ice slots will remain 40 minutes apart for now at KP Rec.
- Reminder to Divisional Directors, before we have Managers assigned to teams it is the duty of the Director to post schedules on TeamSnap for the teams under your umbrella.
- There will be a 50 person limit for on ice groups this season, yahoo! This will mean we do not have to split up in group 1 and 2 per U11 and U13 divisions for Pre-season ice slots.
- U9 will have a pre-season ice session this year.
- Working on a schedule for some Goalie sessions during pre-season ice times.
- No ice sessions will take place on the Sunday and Monday (Sept 5<sup>th</sup> and 6<sup>th</sup>) of the long weekend. Those will be our Admin days.
- Waiting to hear more from Zahra as to when First Shift is supposed to start so that I can try to fit it into the ice schedule.



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

- Submitted for board approval via email vote for KP Coach Committee and KP Development Committee. Thank you to all that have volunteered for each committee. I look forward to meeting with all and hearing new ideas for the upcoming season.
- Started conversations with possible development coaches for the 2021/22 season. Myself and the development committee will continue to update the board as discussions progress.

**Marketing and Tournaments – Zahra Rasul**

- Nothing to report.

**Gaming and Sponsorship – Marsha MacMurchy**

Sponsorship

- Working on buying a bulk order of Panago pizza coupons so they are distributed to teams through me.
- Drafting a list of companies to approach for sponsorship. Any leads send them my way.

Gaming

Nothing to report.

**Referee in Chief – Lonnie Goodfellow**

- Nothing to report.

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

- Nothing to report.

**Junior Divisions Director – Nate Boreson**

- Nothing new to report.

**Intermediate Divisions Director – Suzanne**

- Sent a "Welcome to the upcoming season" introductory email to the U11 and U13 groups in Teamsnap.

**Senior Divisions and Female Director – Phil Downie**

- Nothing to report.