



KPMHA Executive Meeting Minutes August 12th, 2019 at Kerry Park Recreation Centre Lounge

Executive Members in Attendance: Aaron Lamb, Dave Brummitt, Michele Taron, Kevin Kostin, Darren Van Oene, Loonie Goodfellow, Zahra Rasul, Michelle McComb, Josh McKamey and Nate Boersen.

Absent: Pam Kendall

Meeting called to order at 7:00pm

Motion: LG to approve the agenda

Second: KK

Carried

Motion: MM to approve minutes of July 8th, 2019 meeting.

Motion: MT to amend the minutes, under Old Business, #6 should read: Motion: NB for KPMHA to cover the cost of a Novice registration fee.

Second: KK

Carried

Old Business/Action Items

1. AL, an agreement with Brentwood College to have their Midget C team under the KPMHA umbrella should be completed by the beginning of September. If accepted the team will be KP Midget C3. KP Midget C3 would play tournaments and the occasional exhibition game(s). KPMHA is not required to provide them ice.

2. To record Email vote.

July 24th Motion: MT - Please accept the motion for Amber Champ to take on the role of Secretary for KPMHA. She will be under a professional service contract till April. Renewal will depend on Association budget.

Second: LG

Carried

July 24th Motion: MT - motion to open up Pee wee registration in order to register an international 2007 born player that will be attending Shawnigan Lake School in September

Second: LG

Carried

3. Financial update (see attached financial report from MT).

- i. MT, encourage Rep teams to look for and book away tournaments. Teams need to keep in mind that it takes 3 business days to process a tournament cheque.
Email webmaster@islanderhockey.ca with filled out tournament application form.
Once the cheque is ready MT will email back stating tournament cheque can be picked up at KP office.
MT will not be mailing cheques to the tournament; this will be the team manager's responsibility (or a point of contact if no manager).

Motion: MT to refund the Rep tryout fee for an international student, due to BC Hockey's rule.

Second: DB

Carried

- ii. Discussion surrounding APing this international player to Rep team, MT to check BC Hockey Policy to see if this is possible.
- iii. Appeal process in works for an international student at Shawnigan Lake School wanting to play Peewee Rep hockey at KPMHA due to him being not old enough to play on one of the SLS teams. MT emailed SLS hockey contact Dani Robb, on July 30th with the list of documents that the school needs to provide. MT waiting for a response.

4. Registration numbers by division from MT (PK is away).

- i. Discussion regarding numbers of players trying out for JDF Tier 1, number of players and goalies registered and, number of waitlisted players.

Motion: MT to open registration to a recreation Midget player that has just moved to our community.

Second: KK

Carried

- ii. Discussion about underage exemption request from the parent of an Atom player to move to Peewee. AL indicated a request had been filled out and was sent to VIAHA, waiting to hear back.

5. MT, information about TeamSnap.

- i. Fees for Rep Fees can now be paid through TeamSnap (Visa, M/C, or Visa debit). MT will invoice player, fees can be paid through the app or e-transfer, no more post-dated cheques.
If fees haven't been paid by November 1st, 2019 the player won't be able to go on the ice.

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- ii. Every team will have the ability to send player invoices for seed money through TeamSnap.
6. **Motion:** DV to approve Blue Bennefield as the Bantam A head coach.
Second: KK
Carried
- Motion:** DV to approve Shane Friesen as the Midget A head coach.
Second: LG
Carried
7. Sponsorship update from ZR.
- i. Lots of commitment (from sponsors) but so far, no money. ZR has been targeting businesses with clients between the ages of 5 to 18. Commitments of \$4,500.00 with another possible \$30,000.00.
 - ii. Discussion about a fundraising partnership with Drumroaster. We would pay Drumroaster the wholesale price and keep the profit.
 - iii. Suggestion from JM for possible fundraising partnership with Bridgeman's at the marina. Bridgeman's would be paid the cost of the food and KPMHA would keep the profit. Need to pick a day/event for this.
 - iv. Discussion about doing a raffle.

Action: All to give Zahra suggestions for sponsorship

8. KK reports that orders for socks (must have indicated order at time of registration) and new jerseys are in and within the next few weeks KK will be getting the equipment room organized.
KK will be away from September 2nd to 18th, 2019.

New Business

1. Discussion about goalie shortage
- i. AL, there has been an underage request from a parent of a goalie to be moved from Peewee (2nd year) to Bantam recreation. Tabled for now.

Action: AL to reach out to other organizations regarding goalies.

Motion: DV to go in camera at 8:12pm
Second: LG
Carried

Motion: KK to come out of camera at 8:22pm
Second: LG
Carried

Action: DB and DV to determine how players who are unable to tryout for rep teams (as per PnP) will be incorporated into the tryout/cuts (future practices and games). To be reported back to Board.

2. DV update in regard to development training;
 - i. There will be 3 player development coaches, 1 goalie coach, and some Parent Pay (optional) sessions. This is all dependant on the gaming grant.

Motion: DV to approve the 2019/2020 Development Plan contingent on the approval of our gaming grant application.

Second: MT
Carried

3. New policies are not ready, tabled for now.
 - i. MT talked about the need for all managers to have a budget, to keep everything above board and transparent.
 - ii. MT, AL, and PK will meet with all managers to discuss how to make a budget appropriate for their team.

Action: MT to action policy change for next meeting.

4. AL reported that the VIAHA Executive meeting is set for September 8th, 2019 and Sept 15th is the mandatory meeting for All Rep Head Coaches and Managers. Head coaches and team managers must attend (in KPMHA PnP and VIAHA requirements) or the Association gets fined.
5. LG has nothing new to report in regard to Ref Clinics and Ref Development. Waiting for information on where ref clinics will take place this year.
6. Discussion in regard to underage player exemptions and requests (see old business #6 and new business #2).

Action: AL and DB to clarify how VIAHA does the evaluation.

7. Mandatory managers meeting date TBA.
 - i. Once managers are assigned to a team the information needs to be given to MT and PK.
 - ii. Managers manual is being worked on.

Action: MT to have managers meeting date by September Board of Director meeting.

8. MT, report on ice schedules.

Motion: MT to increase ice budget by \$3,736.00 for the season for a total budget of \$100,000.00. This increase in funds will be taken from the 2018/2019 surplus.

Second: LG
Carried

- i. Discussion about the (ice) cost differences between KP and SLS.
- ii. Initiation ice times will be on Monday's at 4:00pm and on Sunday's at 7:00am, later if possible.
- iii. MT to discuss this with team managers at managers meeting the importance of not cancelling their scheduled ice times.

9. PK will be at KP for check-in's and to collect all documents (medical form, jersey deposit, parent code of conduct, social media, and photo release) during REP and REC Prep as well as 1 sessions of tryouts.

Action: NB/JM/MM should be at each one to get to introduce themselves.

10. Discussion about the AP program.

- i. Head Coach on each team must use the AP program, (head coach compiles a list by October 2019).
- ii. DV and DB will administer the AP program.
- iii. PK must be given more than 24 hours to add an AP'd player to a team's roster.

11. DV, discussion about Bantam/Midget Rep team level.

Further discussion needed.
Tabled until end of season

Motion: KK to adjourn meeting at 9:34pm.

Second: DB
Carried

Consolidated KPMHA Directors Reports

President – Aaron Lamb

1. Brentwood College School Update
 - Notified BC Hockey of KPMHA approval of subject-to 'hosting' BCS Midget C team
 - BCS working with BC Hockey on costing
 - BCS plans to have this wrapped up beginning of September (go-no, go)
 - Registered as KPMHA Midget C3 (Brentwood College) – in HCR

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2. Policies and Procedures
 - Continue to stress the responsibilities that all Directors have in ensuring the PnPs are followed
 - Dave B (VP) is responsible for PnP adherence, and has my full support to ensure this is happening
 3. Underage Exemption Applications
 - Two underage exemption requests were submitted to VIAHA
 - Both were Atom to Pee wee (one rec, one rep)
 - Pending request from member for Initiation to Novice
 4. BC Hockey
 - Provided criteria and process for a player to play outside of BC Hockey
 - BC Hockey provided a reminder to MHAs regarding resources available for harassment/abuse etc.
 5. VIAHA
 - Provided notification of 'left over' player/coach suspensions from last year
 - General question for Board – what knowledge should general Board have on suspensions of coaches and players?
 - VIAHA soliciting feedback from MHA's on the impacts resulting in the new CRD Female MHA
 - I will be attending VIAHA executive meeting September 8 focused on final team declaration (tentative required by August 15)

1st Vice President - Dave Brummitt

Nothing to report

Ice Scheduler – Michele Taron

- Have posted the Preseason ice and tryout schedule to our website and Team Snap. Pre-season week #2 had altered slightly on July 16th due to evaluator schedules.
- This season I will post the schedules on our KPMHA website and then the managers will need to post their team schedules in Team Snap.
- I will post the development sessions in Team Snap and ask that all players click on the availability tab for their development sessions. This will allow for a more organized system. It helps us maximize our development sessions and alter them if attendance is going to be low.
- I have created the first 2 weeks of September ice schedules and wish to discuss them at our meeting.
- Created the entire season's draft practice schedules week #1 -#27.
- Sent in a request to VIAHA that we host Atom Development play offs March 7th and 8th. This is the last weekend of the season.
- A couple of weekends throughout the year we are unable to receive KPMHA ice;
 - Nov 15th-17th – Figure skating
 - Dec 14-15th – Santa Skate
 - Feb 20th – 22nd –Ross Cup
- A couple of Sunday afternoon's we are unable to have ice at KP due to Junior B schedule;
 - Oct 27th, Nov 3rd, Nov 24th and Feb 9th

- Attended Development committee meeting, to answer scheduling questions and budgets.
- This season we will have some Friday night development sessions with Adam Geric that will be considered “Parent Pay”. 7 Fridays, 17 time slots. The cost will be to cover the ice and the cost of Adam.
Stay tuned for how these will be split up....
- Due to our ice cost average being lower than last year’s budget, I am having a hard time retaining the ice we need while staying within budget.
- Received confirmation from VIAHA that we are penciled in to host the Atom Development playoffs in March (2020)

Treasurer – Michele Taron

- See financials attached. Gaming grant acct and jersey fund account has not changed from last month.
- Gaming Grant application is still in progress
- Coordinator’s please remind all rep teams that this is a good time to be applying for tournaments, so they have a chance of getting in.
- Any team that applies for a tournament must have it accompanied with a KPMH Association cheque.
- In order to get a cheque from me, please email treasurer@islanderhockey.ca with a copy of your filled out tournament application.
- Once I have the 2nd signature on the cheque I will leave it in the KPMHA office for the Coach/Manager to pick up.
- Due to the requirement of 2 signatures, you must give me at least 3 business days to complete. Last year the treasurer mailed the cheques in, I will not be doing that.
- This season we will not be collecting a postdated cheque for rep fees. Once a player has made the Rep team, they will receive an invoice through Team Snap. This invoice **MUST** be paid in full by November 1st or the player will not be allowed on the ice.
- The invoice will give the guardian the option to pay by Visa debit or Credit Card any time between when they receive it and Nov 1st. Working on new policy... stay tuned.
- We can also receive any association payment through e-transfer to registrar@islanderhockey.ca. Please put child’s name and team in the comment section.
- Working on Team treasurer role for Manager’s manual.
- All coordinators, please send Pam and I any managers contact info once you have it. They must be registered in the HCR with all clinics complete through Pam and I will need their info in regard to ice and team info.
- Once a manager is in place on a team it is important for them to discuss the vision of the team plan for the year with the HC. This will help kick start the team budget.
- Pam and I will be working with all managers to help develop a realistic team budget.
- New this year, team budgets will be required to be scanned or handed in to me with parent’s approval signatures on it. Trying to alleviate some of the issues from last season. Was hoping to have the policy in place for this.... stay tuned
- TeamSnap will give managers the options to collect team seed money through the invoicing tab where they can pay by visa debit or credit card. Working on setting up this process.

Registrar – Pam Kendall

- Numbers to be provided at meeting
- Underage exemption initiation to novice.

Secretary/Website – Michele Taron

- Participated in an Uber conference call with Pam and the Team Snap trainer.
- Went back and forth with Team Snap help desk regarding setting up our banking information in order to take payments.
- Helped set up the Team Snap season and divisions so that Pam could load in all the members.
- Set up all commissioners (Divisional Directors) and granted access to their divisions
- Emailed Bantam/Midget group regarding signing up for hitting clinic.
- Created spreadsheet for all Midget and Bantam player hitting clinic experiences, combined with MM list of who took the clinic last season.
- Worked with SLS regarding a Peewee aged student looking to play at KPMHA next year. Waiting on documentation from SLS.
- Created a new “camps and clinics” tab on website home page
- Created a new tab on website called “Ice Rinks on Vancouver Island”. In process of attaching a map for each rink. 32 in total.
- Got Amber started in her new role, sent her several copies of emails and meeting docs.

Head Coach/Competitive Coordinator – Darren Van Oene

- Rep Head Coach interviews were held for all divisions that had more than one applicant. The “Coach Selection Committee” did a great job interviewing all the applicants. I received a lot of positive feedback from all applicants regarding the process and how the interviews were managed.
- The KP 2019/20 Coach Selection Committee recommends to the board that we approve Blue Bennefield for the KP Bantam A Head Coach and Shane Friesen as the interim KP Midget A Head Coach.
- I have booked all paid evaluators for the Rep tryouts starting week of Aug 26th for players and the goalies that will be around.
- I Discussed Rep Tryout budget with Michele.
- There will have to be some serious discussion regarding our goalie situation at KP this season.
- I would also like to discuss a situation that has come to my attention regarding some players wanting to try out for KP rep teams, but the kids are out of town for the evaluations.
- The Development Committee had a meeting in July and a lot of great discussion took place. With the board’s approval, the committee did come up with a development plan for the KP 2019/20season. The committee agreed upon three player skills coaches and one goalie coach for the upcoming season.
- Rob Armstrong will continue to be the backbone of our development plan plus Brian Passmore, Adam Geric and James Gaertner.
- Plus, this season we have added professional strength and conditioning coach Josh Jankovics to the team at KP.
- All of this is dependent on the board’s approval of the Development plan put forth by the Development Committee.

KP Development Plan 2019/2020

1. Rob Armstrong (Hockey Evolution) Every Monday
 - 4:00pm-4:50pm Initiation
 - 5:00pm-5:50pm Novice
 - 6:00pm-6:50pm “All Session”
 - 7:00pm-7:50pm “All Session”
 - 8:00pm-8:50pm All/Coaches Session*
 - *dependent on ice availability*
 - There will be at least four “All Coaches” Sessions at the beginning of the season Sept 9th-Sept 30th.
2. Adam Geric (Transform Sports) every second week
 - House Teams and Atom Development rotation on Fridays.
 - Peewee A and Midget A one hour each, every second Wednesday during their scheduled practice time.
 - Bantam A one hour every second Tuesday during their practice time.
3. Brian Passmore will be on some Friday mornings at 6am dependent on ice availability. These sessions will be for rep players only and will rotate between Peewee, Bantam and Midget.
4. James Gaertner will be on the ice the same time as Adam Geric on every second Tuesdays, Wednesdays and Fridays plus every second Monday with the Novice group.

Total Development cost for all development coaches and extra ice purchase = \$45,700.00

“Parent Pay” sessions

- Adam will also be doing pay as you go sessions on the following Fridays;
Oct 18th, Oct 25th, Nov 1st, Nov 8th, Nov 22nd, Nov 29th and Dec 6th.
- These sessions will be available as ice permits.
- A Four session block will be sold to families for \$60 per child. Maximum of 20 kids per session
- This will be on a first come first serve.

Dryland

- Josh Jankovics will be working with the rep teams off the ice on a weekly basis.
- We will be looking for sponsorship funding to support this.

Equipment/Risk Manager – Kevin Kostin

Nothing to report.

Referee in Chief - Lonnie Goodfellow

Nothing to report.

Marketing/Sponsorship – Zahra Rasul

1. **Communications:** - Have been updating Twitter and sending out relevant info in coordination with website (Michele) and Facebook (Raina)
We have 17 followers so far (hoping for more!)
Need to find a way to get the word out to older players who use Twitter, not just parents (build community)
2. **Sponsorships:** - Commitments have been slow during summer months (people out of town, take forever to get back to me)

Current sponsors:

Discussions

New potential sponsorships:

Discussions

Discipline Committee

- Nothing to report

Junior Coordinator – Nate Boersen

- We have received coaching applications.
- I have three volunteers for Manager positions.

Intermediate Coordinator – Josh McKamey

- Can feel the ramp up to the start of the season beginning.
- The TeamSnap set up by Michele and Pam has been great to help get organized.
- Families have been able to mark their availability for preseason ice and it has been a great communication tool for reminders etc. I think this will be a good step forward for KPMHA.
- Transition ice and prep sessions will be well attended.
- By next week I hope to have a list of confirmed coaches to run the prep sessions and evaluations for the rec teams.
- The goal is to have evenly distributed teams by the 15th of September
- I participated in the development committee meeting and think we are lucky as KPMHA members to have an excellent program put forward for the 2019/2020 season

Senior Coordinator – Michelle McComb

- Replied to various e-mails/texts from members & executives
- Proofread agreement between KPMHA and BCS
- Proofread Policies & Procedures & forwarded to AL
- Proofread Manager's Manual
- Sent JM sample e-mail to team
- Sent DB and DV a compilation list of the senior teams, positions, etc.