



**KPMHA Board of Directors' Meeting Minutes**  
**KP Dennis Mclean Room**  
**Tuesday, February 11, 2024**  
**7:00 pm**

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Board Members in attendance: Shane Kendall, Kyle Hamilton, Marsha MacMurchy, Elie Kozma, Jordan Warner, Travis Skelly, Karl Faber, Terri Slade, Anthony Bone, Darren M.

Nonvoting members in attendance: Amber Arthurs, Tracy Hogeweide, Ashley Richter, Keagan Prieur.

1. Meeting called to order at 7:02 pm by SK.

2. Motion: KP to adopt agenda, seconded: TS.

3. Motion: MM to approve January Meeting Minutes, seconded: KH.

4. Action Items:

- **SK** to email MT the cost of referee clinics - **ongoing**
- **SK** to send **KF** deadline and information on VIAHA scholarships – **ongoing**
- **TH** to arrange meeting with **MT** and **AA** re: 2025/2026 Female Team plan – **ongoing: to be rescheduled/ongoing (hope to fit in next week)**
- **KL** and **AR** to set up a meeting for officials and their parent to review referee expectations, **MT** to book a meeting room for the week of Jan 20th – **Defer to next season**
- **KP** to prepare a presentation for Goalie Camp for BOD – **ongoing: ice times booked, Mill Bay Hall booked, need camp costing (Leighton's budget, income/costs, etc. for camp Aug 18 week)**
- **TS** to work on the Banquet budget and set a date. **Date set: March 24. Quotes - ongoing**
- **TS** to send an update to managers and treasurers re: banquet costs and google forms will be sent ASAP. **TS** to confirm banquet MC (Aaron Lamb?).
- **TS** to send out requests for awards to coaches by Feb 21, with a deadline of Feb 28 to designate award recipients.
- **TS** to ask Pam to invoice the teams \$400 each.
- **TS** to speak with **MT** re: TeamSnap registration.
- **DM** to send list of refs to **TS** that are not on a KP team, but should be invited to the banquet.
- **Marsha** to send out Banquet communication and google doc form to members
- **Action item:** budget needed before early bird registration can be opened (Elie Kozma)
  - **Elie K** to work with budget committee members and put together a budget to present via email vote so registration can be opened.
- **SK** to send memo out on Coach Suspensions & Treatment of Volunteers
- **MM** to place an ad in the Rec Guide re: early bird registration March 4 to 25, 2025.

5. Director Updates:

- a) President's Update – **SK**



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- VIAHA Memo from VIAHA president reviewed: reminders regarding suspension guidelines and anti bullying and harassment. Follow communication as per Reg 21. **SK** to send memo out on Coach Suspensions & Treatment of Volunteers.
  
- b) Vice President's Update - **KH**
  - Nothing to report re: discipline committee.
  
- c) Treasurer Update – **EK**
  - Budgets are still coming in, 6 team budgets are missing (Jan 31<sup>st</sup> budget updates).
  - Elie to send email reminder to team treasurers with missing budgets.
  
- d) Registration Update – **TS**
  - Early bird registration March 4 to 25, Marsha to place an ad in the Rec Guide.
  - TS to speak with MT re: TeamSnap registration. New player registration: March 26 start.
  - Banquet: March 24 is set as the date. \$400 per team has been budgeted, does that include decorations and team officials? Unsure.
  - Pam will invoice the teams the \$400 for banquet costs; TS will let Pam know to invoice each team \$400 for banquet costs.
  - TS to send an update to managers and treasurers re: banquet costs and google forms will be coming out.
  - TS to send out requests for awards to coaches by Feb 21, with a deadline of Feb 28 to designate award recipients.
  - Banquet registration so far estimated: 226 players and team staff, 11 Board members.
  - Referees to be included too, DM to send list of refs to TS that are not on a KP team.
  - TS to work on a banquet budget. Volunteers? MC (Aaron Lamb?)
  
- e) Referee Update – **DM**

Playoff game refs are being assigned. KP will be hosting U21 playoffs (tentative early March).
  
- f) Equipment Update – **SM**

Steve not present, but Steve is aware of graduating player's names for name bars (Terri).
  
- g) Risk Manager Update – **KS**
  - No update.
  
- h) Social Media/Sponsorship/Gaming Update – **Marsha M.**
  - There are a few gaming licences wrapping up soon (U18A, U11D, and Jamboree).
  
- h) **MT:** not present

Cashflow, Budget presentation – tabled until March meeting, Michele not present.  
Action item: budget needed before early bird registration can be opened.



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- i) Divisional Directors' Update – **TS, TH, KF**  
**JW:** Jamboree coming up Family Day weekend, difficulties re: HCR numbers not input but TS thinks it should be sorted/will get it sorted ASAP. JW to send Jamboree schedule to Ashley.  
**AR:** no games in Spordle for the upcoming weekend Jamboree.  
**TH:** Last all female development session completed, was a success.  
**KF:** no updates.

**Committee Updates:**

**Policy: Anthony** – committee met last week, reviewed policies and bylaws, etc. Making some adjustments and changes, policy and procedures should be ready for board member voting by next meeting.

**Awards committee:** Kyle H – email ASAP to coaches ask for nominations with deadline of Feb 19 to coaches.

**Banquet:** Terri (chair), Karl and Steve McD – see above

**Bursary:** Karl, Marsha (chair) and Terri - Marsha updated the application form and emailed it to Norma at Kelsey.

**Budget:** Elie (chair) Anthony, and Michele. Action item is to put together the budget.

Motion to adjourn, 8:09 pm: **KH, TS**