



**KPMHA Executive Meeting Minutes
Kerry Park Recreation Centre Lounge
October 15th, 2019**

Executive Members in attendance: Dave Brummitt, Pam Kendall, Michele Taron, Shane Kendall, Daren Van Oene, Lonnie Goodfellow, Nate Boersen, Josh McKamey, and Michelle McComb

Absent: Aaron Lamb and Zahra Rasul

Meeting called to order at 7:04pm by DB

MT requested amendment to agenda

Motion: PK to approve (amended) agenda

Second: LG

Carried

Motion: LG to approve the minutes of the September 10th, 2019 meeting.

Second: PK

Carried

Old Business/Action Items

1. A. To record email vote:

Sept 12th **Motion:** DV - Motion that the board approve Conrad Pilon to be the Bantam C Head Coach

Second: MT

Carried

B. To record email vote:

Sept 12th **Motion:** DV - Motion that the board approve Jeff Metcalfe to be the Midget C Head Coach

Second: MT

Carried

C. To record email vote:

Sept 23rd **Motion:** MT – I motion that we approve the underage player (JH) to move up to Pee wee recreation.

Second: PK

Carried



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D. To record email vote:

Sept 23rd **Motion: JM** - Motion to accept the following Head Coaches for Atom and Pee wee Rec.

Pee wee C1 - Billy Erskine

Pee wee C2 - Jason Briggs

Atom C1 - Shane Kendall

Atom C2- Tad Narraway

Second: MT

Carried

E. To record email vote:

Sept 24th **Motion: MT** - I motion to accept the attached list of KPMHA team Managers and Novice and Initiation Head Coaches.

Second: JM

Carried

F. To record email vote:

Sept 28th **Motion: MT**- motion to accept the application for the Bantam A team to host a tournament Jan 2-5, 2020.

Second: LG

Carried

2. Action item updates:

- A. DB has no concerns moving forward with the Bantam goalie.
- B. PK, Pee wee-aged player was moved to Bantam and at the players request has since moved back to Pee wee (C1).
- C. MT has sent a list of all managers and coaches to all members of the Executive Committee.
- D. PK has given out opt-out forms to managers and is in the process of sending to division coordinators.
- E. AL to spoke with Midget and Bantam A teams regarding KPMHA, BC Hockey, and VIAHA policies, zero tolerance, and the dangers of vaping – in progress.
- F. DB to speak with Bantam C team regarding KPMHA, BC Hockey, and VIAHA policies, zero tolerance, and the dangers of vaping.
- G. DV to speak with Pee wee teams regarding KPMHA, BC Hockey, and VIAHA policies, zero tolerance, and the dangers of vaping– in progress.
- H. AL to discuss T1 communication with JDFMHA President at the Presidents' meeting – in progress.



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- I. Financial update MT (see attached financial reports)
- Waiting for team budgets with parent signatures on them, they are trickling in. If there is trouble obtaining signatures, MT can follow up and obtain electronic signatures.
 - All players have been invoiced for Rep fees, these can be paid by Visa or e-transfer. These fees are due by November 1st, 2019, no player may go on the ice if these fees are not paid. MT and PK will discuss who has and hasn't paid.
 - Coaches are not babysitters, parents need to stop the drop and go in younger divisions, there needs to be an adult in charge. If a child gets hurt or has a meltdown, a coach needs to be able to signal a parent in the stands.
 - All cheques from tournament applications need to be returned to MT if the team will not be attending the tournament.
 - Invoices will come out of team accounts on the 15th of each month, starting November 15th.
 - **Action:** ZR to provide update on incoming sponsorship funds.
- J. Sponsorship update by NB in ZR absence
- Pizza and Beer fundraiser with Pizzeria Prima Strada in Cobble Hill, this can be done at a team level (max. 53 people).
- K. TeamSnap update MT
- Seed money can not be collected via the app yet, it is not flowing properly yet. Seed money will need to be collected by managers.
 - It will be easier for PK to reconcile if TeamSnap can do the billing.
 - Initiation 1 and 2 need to be split on TeamSnap, all other teams have already been set up on the app.
- L. Registration by numbers PK
- No change
 - Atom registration is still open, all other divisions are closed
 - Novice and Initiation rosters are being finalized
 - AP requests are starting to come in
- M. **Motion:** MT to Change policy 3.3
Current Policy 3.3
All teams must keep an accurate accounting of money fundraised (e.g. bottle drives, car washes, etc.) and money spent.



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- a) In September team managers and or team treasurers must work with the Board of Directors' team budget committee to come up with a realistic team budget.
- b) Once the said team budget is approved by the committee, the team Manager and/or team Treasurer must present this budget to the parents.
- c) Each parent is required to sign off on the bottom of the budget sheet, which is then sent to the Treasurer/Finance Director. The DEADLINE for this action is October 15th.
- d) By December 31st each team must provide the Treasurer/Finance Director an up to date detailed list of all incoming and outgoing funds from the team account.
- e) By March 31st each team is to provide the final details of all team incoming funds and details of all out going funds with receipts to the Treasurer/Finance Director.
Teams are discouraged from paying for expenses in cash. If this is a last resort then two (2) of the Team account signers must sign off on the bottom of the receipt showing it was paid for in cash.
- g) ALL receipts must be saved and handed in to the Treasurer/Finance Director with the final team account information by March 31st

Motion for change to Policy 3.3

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- e) By March 31st each team is to provide the final details of all team incoming funds and details of all outgoing funds. ALL receipts must be saved and handed in to the Treasurer/ Finance Director with the final team account information.
- f) The Team Manager or Team Treasurer is to send out the final financial report (Budget vs Actual of the team funds) to the entire team.
- g) Teams are discouraged from paying for expenses in cash. If this is a last resort, then two (2) of the Team account signers must sign off on the bottom of the receipt showing it was paid for in cash by March 31st.

Second: LG
Carried

N. **Motion:** MT to Change policy 4.5

Current Policy 4.5

Recreational Team Goal Sticks and Equipment:

- a) Initiation to Pee wee: KPMHA shall try to provide goal pads and sticks.
- b) Bantam and older divisions shall be responsible for the purchase of their own goal equipment and sticks. The parents of goalies should contact the Risk/Equipment Director to sign out appropriate gear. For teams where multiple goalies will be sharing the equipment it may be signed out by a coach. Association goalie gear may only be used on ice. Any goalie found to have misused Association goalie gear may lose the privilege of borrowing gear and/or be charged replacement cost.

Motion for change to Policy 4.5

Recreational Team Goal Sticks and Equipment:

- a) Initiation to Pee wee: KPMHA shall try to provide goal pads and sticks. Bantam and older divisions shall be responsible for the purchase of their own goal equipment and sticks.
- b) The Head Coaches of goalies in Initiation to Pee wee should contact the Risk/Equipment Director to let him or her know of their goalie situation. For teams where



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multiple goalies will be sharing the equipment it may be signed out by a coach and returned to the equipment room at KP in good condition for other goalies to use. Association goalie gear may only be used on ice. Any goalie found to have misused Association goalie gear may lose the privilege of borrowing gear and/or be charged replacement cost.

Second: NB
Carried

O. Ref clinic and Ref development update LG

- Ref clinics are done, there is a possibility of one more at JDF, date TBA
- Officials are doing a great job, lots of learning happening
- Novice 5 & 6-year-olds, no referee, coach on the ice
- Novice 7 & 8-year-olds, 1 referee on each side of the (1/2) ice Referees will be calling penalties.

New Business

1. **Motion: SK** to go in camera at 7:44pm
Second: MM
Carried

Motion: LG to come out of camera at 7:59pm
Second: PK
Carried

2. **Action: DB** to follow up with AL and VIAHA regarding communication about suspension of players and coaches. AL should receive notice about any and all player and coach suspensions.
3. BC Hockey Bulletin on Non-Sanctioned teams, MT and DB
LG, referees can not referee any non-sanctioned teams (high school hockey is ok), if in violation, BC Hockey will withhold the players registration to any BC Hockey team the next year. Discussion on what is sanctioned and what isn't sanctioned. If not sanctioned, team and player are not covered by insurance. Before registering their children, parents should be asking if the program is sanctioned by BC Hockey.
4. **Motion: MT** to go in camera at 8:17pm
Second: LG
Carried



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Motion: MT to come out of camera at 8:30pm

Second: MM

Carried

5. **Motion:** MT to have LG pick up a gift certificate and card for Dave Butson (official and coach with KPMHA)
Second: SK
Carried
6. **Action:** PK is working on how to streamline gaming licenses and is working on the best process. More to report at the November meeting.
7. LG reports that he has some concerns with the Midget A team. The refs are frustrated with the team and the lack of respect towards opposing players and the referees. LG has spoken to DV, DB, and AL about this and sent a detailed email with his concerns. Discussion on procedures and what to do going forward.
LG and MT do not agree with this process and are afraid that someone is going to be injured while 'process' is happening.
8. **Motion:** MT to over-budget the Midget C team by 1 player so that a player can move down from Midget A to Midget C. This will bring the total for midget C to 17 players and 2 goalies.
Second: PK
Carried
9. SK has sent an email reminder to all managers and Head Coaches regarding Parent meeting form. This needs to be sent to SK by the end of the week.
10. **Action:** PK to send SK a list of all team officials who have their safety.
11. SK spoke to Bantam C manager, Midget A manager, and Midget C manager and coach regarding dressing room showers. The showers lock from the inside only, Kerry Park rink staff is aware of this.
Action: SK to follow up in writing to Kerry Park about the issue of the showers locking from the inside only.
DB to keep in contact with staff at Kerry Park.

Motion: LG to adjourn meeting at 9:20pm

Second: JM

Carried