



## KPMHA Board of Directors' Meeting Minutes

### KP Denis McLean Room

### Tuesday, March 12, 2024

Board members in attendance: Shane Kendall, Michele Taron, Kyle Hamilton, Terri Slade, Anthony Bone, Elie Kozma, Darren Van Oene, Steve MacDonald, Daryn Martiniuk, Nate Boersen, Carsen Oglend, and Mike Murray.

Member in attendance: Deon S. and Steven C.

Absent: Marsha MacMurchy

1. Meeting called to order by **SK** at 6:34pm

2. **Motion:** **AB** to approve Agenda  
**Seconded:** **EK**  
**Carried**

3. **Motion:** **SM** to approve the Board's February Meeting Minutes  
**Seconded:** **TS**  
**Carried**

4. Action Items:

- **Mike M/SM** to discuss team apparel options for next season. Hoodie options were discussed. The Association cannot carry inventory. SM has spoken with Hometown. **✓ DONE**
- **SK** to get VIAHA clarification on scholarships if applicant can just be a referee or if they also need to be a player. A player and/or a referee can apply. **✓ DONE**
- **MT** to add a waiver box on registration form regarding seed money. **✓ DONE**
- **DM** to get back to SK regarding Official award. **✓ DONE**
- **AB** to check with EPACT to see if an extra field can be added in regards to mental health. The program shows proposals that users can vote on. If an item has a lot of votes it could be added. He has not heard anything. **ONGOING**
- **Mike M** to ask KPMHA coaches who are available to be on the U18 bench for the Kinsol Cup (KPMHA Coaches vs U18s). **✓ DONE**
- **All Execs** to send in volunteer names to **MT** with content. **✓ DONE**
- **MT** to add educational links for online training supporting positive behaviour to website. **✓ DONE**



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### 5. Old Business:

#### a) President's Update – **SK**

- Thank you to all the volunteers for the past season.
- Thank you to everyone who helped to organize and run the Association banquet.
- Tier 1 will continue in the 2024/25 season.

#### b) Financials/Administration Update – **MT**

- Please submit any outstanding receipts for the season, ASAP.
- The following BOD positions will be up for voting at the AGM;  
VP Ops, Registrar, Gaming & Fundraising, RIC, Junior Divisions/Female Director, Senior Divisional Director, and Treasurer.
- Bylaw changes need to be discussed before the AGM and voted on by the next meeting. Only members in “good standing” (all debts paid) can attend the AGM.
- Next meeting bring motions for “Lifetime members”.  
This is a volunteer who has been with the Association for more than five years in a volunteer capacity and who has gone above the call of duty.
- Volunteer roles (managers, coaches, safety people, and treasurers) will be added to Team Snap. Remember that criminal record checks have to be done annually for all volunteers including BODs. Coaches will be interviewed by the Coaching Committee.
- Amend/add the following policies:

**Motion:** MT

**Seconded:** Mike M.

**Carried**

Amend Policy 9.3: **Playoff schedules and league obligations take priority over any other team scheduled ice slots.** The Ice Management Coordinator is empowered to re-assign any previously allocated ice time for playoff or league obligations. Returned ice will be allocated on an equitable basis **and team availability.**

Amend heading 5: **Game sheets - Paper and Electronic**

Amend Policy 5.1: KPMHA tablets for e-game sheets shall be provided to all teams at the start of the season **by the Risk Management Director.**

Amend Policy 5.2: Tablets assigned to the teams are the responsibility of the Head Coach/Team Manager. If a tablet is damaged after being assigned to a team, the team is responsible to pay for its replacement or repair (if deemed repairable). **If the tablet is not returned to the Risk Management Director by the end of March, the team will be required to buy a tablet of equal value to replace it.**



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Add Policy 5.5: All U7, U8, and U9 teams are required to fill out a paper game sheet that confirms who was on the ice/bench for each team during the game including referees, coaches, safety people, manager, timekeeper, and scorekeeper. A copy of the game sheet must be sent to the Risk Management Director within 48 hours after the completion of the game. If this policy is not followed, ice will be withheld from the team.

**NOTE:** Only U11 and above are connected to HiSport.

**Action:** CO to send a note about paper game sheets to the affected teams (Younger teams).

Amend Policy 7.16: Members interested in coaching need to fill out the online application through a link provided either through Team Snap or a Google form and a new annual electronic CRC using the KPMHA code and link on KPMHA website prior to coaching.

- a. The member applying will provide support of CRC submission to the Registrar.
- b. The Registrar will provide the Divisional Directors and the Head Coach/Competitive Coordinator with a preliminary list of members interested in coaching duties.
- c. All coaches must be voted in by BOD prior to volunteering in any capacity as per bylaw 5.10

Presentation of current cash flow

- U13A Provincials Championship fund (\$100 per player).

**Motion:** MT - KPMHA contributes an extra \$150 per player out of surplus funds for the travel expense for U13A to provincials for March 2024 only (16 players on the team).

**Seconded:** AB

**Carried**

**Motion:** AB - KPMHA will cover the cost of mini banners for the teams who have earned banners (League, Playoff,) during the 2023/2024 season. The association will take on the role of ordering, paying, and distributing as needed. Approx. cost \$650 U13A received mini banners already from VIAHA for district championship, require set for U13C.

**Seconded:** DM

**Carried**



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**Motion:** DM - KPMHA to cover the cost of 5 (five) Officials to attend summer referee camp in Lake Cowichan. Approx. cost \$3,500.

**Seconded:** SM

**Carried**

**Motion:** SM - KPMHA to cover the cost of storage bin and material for hanging racks for SM to renovate the equipment room we use at the Kerry Park arena for an approx. value up to \$1,500. SM to get approval from rink prior.

**Seconded:** NB

**Carried**

**Motion:** SM - KPMHA to purchase two new stick handling tools for on ice training. Approx. value \$800.

**Seconded:** KH

**Carried**

**Motion:** MT - KPMHA to purchase an Ipad pro for administration work. Approx. value \$2,200.

**Seconded:** MikeM.

**Carried**

c) Registration Update – TS

- Early bird registration is ongoing.

d) Goalie Development – SC

- Propose that KPMHA continue with and subsidize a goalie camp. KP goalies to have first opportunity for registration. LW to lead camp with assistants. SC sent LW the proposed camp with dates.

**Motion:** KH to enter “in camera” at 8:03pm

**Seconded:** SM

**Carried**

**Motion:** MT to exit “in camera” at 8:19pm

**Seconded:** AB

**Carried**



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**Action:** MM- Message to be put on the KPMHA Social media about the proposed goalie camp August 19<sup>th</sup> to 23<sup>rd</sup>.

**Action:** SC to speak with LW about the goalie camp.

e) Risk Manager Update – **AB**

- Jamboree game sheets received, still missing some game sheets from U7 to U9 teams.
- All of the tablets have been returned.

f) Equipment Update – **SM**

- Team equipment return in progress.

g) Social Media/Sponsorship/Gaming – **MT**

- The local Legion would like to sponsor KPMHA.

**Action:** MM to ask if they would like to sponsor a monthly goalie development session.

h) Kinsol Cup Game Review – **MikeM**

- The players liked seeing their names on the jerseys.
- Thank you to the U15's for helping to hand out pizza.

i) Banquet review – **TS**

- Well organized and well received.

### 6. New Business:

a) Divisional Directors' Update – **NB, CO, MikeM.**

- **NB** – Questions being fielded about end of season budgets and event sanctioning.

### QUESTIONS

**Motion:** KH to adjourn the meeting at 9:05pm

**Seconded:** MikeM.

**Carried**