

# KPMHA Executive MEETING MINUTES Nov 19<sup>th</sup>, 2018 Kerry Park Recreation Centre Lounge

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Executive Members Attendance: Gord Closson, Dave Brummitt, Nelly Brummitt, Pam Kendall, Kevin Kostin, Lonnie Goodfellow, Julie Charbonneau, Michelle McComb and Michele Taron.

Absent: Darren Van Oene and Blue Bennefield.

Meeting call to order at 7:02 pm

**Motion: LG-** to approve agenda

Second: MM

**Carried**

**Motion: LG** -to approve Oct 2018 meeting minutes

Second: MM

**Carried**

## Old Business/Action Items

### 1) Discussion on current Registration numbers. **PK**

- We have 2 new registrations from the folded JDF Midget team.
- Lots of interest from "First Shift" program received 3 sets of reg. paperwork so far.

**Action- NB** will send Pam a list of all the First Shift registrants.

**Motion: NB** – Starting Dec 1<sup>st</sup> those players that were registered in the "First Shift" Program can register at KPMHA for \$50 each for the remainder of the 2018/2019 season.

Second: LG

**Carried**

**Motion: NB** – Starting Dec 1<sup>st</sup> any new Initiation player can register at KPMHA for \$100 for the remainder of the 2018/2019 season.

Second: LG

**Carried**

### 2) Financial update. **JC**

- Produced tracking spreadsheets.
- CAFT for all refs have been completed.
- Team payments for bills will be transferred out of team accounts by the 15<sup>th</sup> of December.
- Raina Bennefield will be helping out with gaming license information.

### 3) Sponsorship update. (BB- absent)

- MM emailed Blue with names of sponsors on the backs of each jersey.

**Action- GC** will ask Blue about sponsorships.

4) New Jerseys. (KK- absent)

**Action-** GC will talk to Kevin about distributing new jerseys.

5) Goalies shared laterally. **GC**

- Lateral moves should only be used as a LAST resort.
- The preference is to bring up a goalie, but make sure the goalie is listed as an AP on the roster 1<sup>st</sup>.
- If this is not possible to bring up a goalie, get ahold of Gord ASAP and he will reach out to JH.
- Then the league commissioner must be notified by the manager as to what is happening.

**Motion:** to go in camera at 7:37pm. **JC/LG**

**Motion:** to come out of camera at 7:58pm. **JC/LG**

### New Business

1. South Island Presidents meeting. **GC**

- Novice tournaments – working on standardization.
- Promo for Juvenile hockey, stay tuned for info to put on website.
- 2 deep rule and NO cell phones in the dressing room.
- Programing for zone teams Peewee-Midget will stay.

2. Officials. **LG**

- Good Bantam A tournament.
- BC Hockey Mentor Darren Scott did numerous assessments with our officials.
- Gave a lot of feedback.
- There will be a BC Hockey mentor for the Midget C tournament in December.

3. How do we get more officials developed, so that we have flexibility in scheduling? **MT/LG**

- LG stated confidence is the most important thing before someone can/will put on the arm band.
- Not enough refs to have Peewee A- Midget A games happen at the same time at KP/SLS.
- MT suggests looking over ice allocations for next year's budget. Hard to fit in allocations for a 25 week season into a 27 week span, with Christmas and 3 other long weekends.

4. Officials for games at Lk Cowichan on Dec 15<sup>th</sup> and 16th. **MT**

- Prefer Kerry Park refs offered first.
- If we cannot get enough KP refs, LG will get the name of the ref assignor in Lk Cow.

5. RIS/Registration package. **PK**

**Action-** PK to attach a policy # to a motion for next meeting, regarding RIS is completed prior to player registration.

6. MOU with Shawnigan. **DB**

- GC will review

7. Team seed money maximums. **GC**
  - Min. and max. dollar amounts required.
  - Board will review Policy 3.7 and tabled until next meeting.
  
8. Pre-season Parent meeting requirements. **GC**
  - Need proper disclosure.

**Action- NB** to set up a standardized agenda for Exec approval.
  
9. “Youth on ice” helper documents. **DB**
  - Oct 22<sup>nd</sup> BC hockey bulletin was released with guidelines.
  - Youth are there to help out the coaches not to treat it as extra practice time.
  - Helper is not to be less than two divisions above. For example, Pee wee players cannot be helping during Atom practice.
  - All helpers must be registered with KPMHA.
  
10. Bursaries. **NB**
  - \$1,500 is in the approved budget.
  - NB will send in the letter to FK stating we are accepting applicants.
  - Committee members will be chosen later. Nelly will oversee.

## Director’s Reports

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### **President** - Gord Closson

- Attended VIAHA executive meeting. Island league tiering went well and based on scores so far I think all our teams have been tiered appropriately
- Attended South Island presidents meeting will report topics discussed (including lateral goalie moves).
- Congrats to everyone for a successful bantam tournament. We had a BC Hockey referee representative at the event and all feedback was positive. Good Job!
- Would like to discuss rep team seed money maximums with possibly adding some verbiage to existing policy.
- Would like to discuss pre-season parent meeting requirements. There have been a few issues arise at the team levels that could have been avoided with proper disclosure/info share during the parent meeting.
- Thanks to everyone for their continued efforts this season. Things seem to moving quite smoothly which is a direct result of all your hard work and dedication to The KPMHA.
- Congratulations to our Pee wee C1 team for winning bronze in the fuller lake tournament.

### **1<sup>st</sup> Vice President** - Dave Brummitt

- Attended the mandatory coaches meeting hosted by Darren, to aid in fielding questions from the floor. Attendance from the recreational teams was strong, the competitive teams were poorly represented.
- Watched a number of games during the Bantam A tournament, and received many compliments about our officials. Well done Lonnie and the crew.
- There have been a few concerns brought to me about parent behavior towards our officials from the stands. I will be reaching out to those individuals to tone down this behavior.
- If abusive behavior towards our officials is observed and you are not comfortable approaching the individual, please contact me immediately.
- I would like a brief discussion on the MOU with SLS.
- Working on a “Youth on the Ice” helper document which I hope to have completed and ready for presentation on Monday.

**Ice Scheduler – Michele Taron**

- Practice schedules are posted on our website until Dec 9<sup>th</sup>
- Waiting until VIAHA releases a schedule for the rec teams and then I can post weekend ice slots past.
- Rec schedules have only been coming out every 2 weeks
- Rep teams have their league games and exhibition ice into January and Atom Dev have league games into Feb.
- All teams are on schedule to hit their yearly allotment of ice except for Midget A, they are having trouble getting exhibition games due to the few Midget teams in their division. They have turned back some weekend ice saying they do not want to use it for practice.
- December 15<sup>th</sup> and 16<sup>th</sup> Kerry Park Arena sets up for their annual Santa skate and Shawnigan arena is full with their team games. League “home” games will only be at Lake Cowichan arena.
- Some development sessions with Rob are scheduled during team practices due to shortage of weekly ice.
- Emailed all managers in regards to sending dressing room needs to Sheena and Roger before Friday of the weekend.
- VIAHA female teams have asked for more ice and I have tried to fit them in as best as possible.
- All blue ice slots on the schedule are paid for by the team.

**Treasurer – Julie Charbonneau**

- I’ve attached the summaries and reports for this month.
- Raina Bennefield has volunteered to work with me and look after the gaming licenses and reports. Together we will be contacting the gaming office soonest to establish the appropriate gaming procedures. For now, [gaming@islanderhockey.ca](mailto:gaming@islanderhockey.ca) has been setup to help keep all future gaming requests/ correspondence organized.
- All referees have been paid electronically this month. This should significantly reduce costs and time for future payroll. Other service providers are also opting for monthly electronic payments.
- The first monthly transfers from the teams’ bank accounts were successfully processed. This will also significantly reduce costs and time for future receivables.

**Registrar – Pam Kendall**

- I would like to bring a motion forward for next year registration. As RIS is required by KPMHA prior to kids stepping on the ice.
- I would like to make a motion that all new requests for registration must complete the Parent Respect in Sport prior to KPMHA registering the child.

**Secretary/Website – Michele Taron**

- Photo night went well
- Julie will have a cheque for me on Monday night, so I can pick up photos on Wednesday and distribute them to managers after that.
- Under “forms” on our website, there is a photo reorder form.
- Need to know what Sponsors should be taken off our website and what new sponsors need to be added?

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

- Coaches meeting went well, we had a real good turnout 24 coaches total. Thanks to Dave, Michele and Lonnie for assisting with the meeting.
- Development sessions continue for players and goalies. All the development coaches have done a great job for the sessions I have been on the ice for. The coaches on ice sessions were a big hit and very well received. I know I learned a lot from the three coach sessions.
- As of Nov 19th we have had the following development sessions;
  - 10 with Brian Passmore
  - 29 with Chris Carter
  - and 41 sessions with Rob, which includes 3 coaches all sessions.

### **Equipment/Risk Manager – Kevin Kostin**

#### EQUIPMENT

- Things have settled down with regards to all aspects of equipment and team requirements.
- The letters for Captain/Assistant have been well received by all teams requiring them. I will be replenishing my stock.
- I'm making arrangements with Chris (goalie coach) to sign for an equipment room key and make sure he has what he needs for training.
- Between now and Xmas break I plan to have all my stock taking and organizing done to have the counts for current and required jerseys, supplies, goalie equipment etc.
- Coaches are settling into keeping the equipment room in good order. Nice to see...

#### SAFETY

- With directions from BC hockey ..... "Sportsmanship starts in the stands" percent meeting reports and summary need to be filed by November 30th.
- I have an understanding of what is required and will personally contact all teams/managers/ or coaches to ensure they send me a summary and confirmation of "parent meeting completed" .....
- Contact will be done this weekend in order to ensure I get everything in time to be sent by deadline. I realize this is priority one!
- I had the pleasure of meeting with someone who can add great value to our organization...his name is James McDonald and he is a certified Athletic Therapist.
- He's a transplant to our Island and interested in offering his services and expertise to our Association.
- I'll be setting up a system in which we can utilize him with regards to Safety, Concussion Awareness and training to name a few. I'll get the required information and proof of training so we are thorough before he officially starts anything.
- See below his introduction email to me...

Good afternoon Mr. Kostin,

I am writing as a recently transplanted Athletic Therapist to Vancouver Island and I would like to be able to offer my service to the Kerry Park minor hockey community. As both an emergency injury management professional and clinical injury specialist with experience in the BCHL (Alberni Valley), WHL (Saskatoon), with multiple Hockey Canada events and within Canadian university and college hockey I would love to be able to offer whatever skills I can to help your coaches, athletes and parents continue to grow an already great hockey community.

I have spent the past two years teaching and working within the Edmonton high school system, so I am no stranger to the demands and needs of youth athletics. I could present to any already planned meetings on injury risk management, concussion research and treatment, first aid skills, injury prevention and off ice training or performance nutrition. I could also be made available during specifically busy days at the rink as a point of contact for anyone interested in asking questions about injury treatment or finding out more about any topic including those mentioned above. I have previously worked with Sports Medicine Saskatchewan in a similar capacity and have already completed the Hockey Canada Safety program, CATT and Respect in Sport certifications giving me a familiarity with the information already made available to the hockey community.

As someone who played hockey for two decades, coached minor hockey and now works with both active individuals and high-performance athletes I would love to give back to my new community here on Vancouver Island and offer any help I can.

Cheers,

James McDonald - Certified Athletic Therapist

**Referee in Chief** - Lonnie Goodfellow

- Officiating is going quite well.
- I would like to recommend to all teams that when we have a rep tournament like this past Bantam A tourney, the KP teams book away game. We only have so many senior refs and they can only be stretched so far.

**Marketing/Sponsorship** - Blue Bennefield

- Nothing to report

**Discipline Committee**

- Nothing to report

**Junior Coordinator** - Nelly Brummitt

- Working on getting the requirements for a few coaches/managers/safeties sorted out....hate the last min rushing around.
- Initiation and Novice: all is quite. Novice has practiced/scrimmaged with approval with a couple other associations. Officially can play games as of Dec.
- Atom: teams are completing well in league play. Some team dynamics issues with the Atom C3 team. Had a positive meeting with the coaches this week came up with a action plan will move forward with it.
- Meeting with one of the parents after their practice Monday night.
- See attached bursary letter from FKSSS. Do we want to move forward with a bursary for our graduating player(s) 2019 class and amount.
- First Shift: last session this Monday. Lots of interest to stay in Hockey. Not sure exactly who has officially signed up yet but will chat with Pam before Monday and sort that out. 3 of the players are not KPMHA kids, have been in touch with CV and JDF to find them a spot if not we will transfer them back here for the remainder of the season
- Will be there, but need to pop out for what will hopefully be a brief meeting with the C3 team and will come back.

**Senior/Female Coordinator – Michelle McComb**

General

- E-mail to Blue to let him know what name bars are on the jerseys
- E-mail to Julie about suggestions for team gaming licenses, etc.
- Reminder e-mails to managers for meetings, coaches on-ice sessions, photo night, etc.
- Reminder e-mails to families, coaches, etc. to update RIS
- E-mails to specific families who were missing forms and cheques

Specific

- Photo night – attended Tues. Oct. 30<sup>th</sup> – seemed to go over well/no issues
- Still wondering if goalies can be shared laterally
- I haven't heard of any "complaints" from teams/parents – I assume all is okay for now!

**Motion:** To adjourn the meeting

First: PK

Second: LG

**Carried**

Meeting adjourned 9:18pm.