

KPMHA Executive MEETING MINUTES

Oct 15th, 2018

Kerry Park Recreation Centre Lounge



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

Absent: Darren Van Oene

Meeting call to order at 7:02 pm

Motion: LG- to approve agenda

Second: PK

Carried

Motion: LG -to approve Sept 2018 meeting minutes

Second: MM

Carried

Old Business/Action Items

1) **Email motions:**

Sept 14th – Motion: **BB** - To amend the team level sponsorship revenue split of 50/50, the date we provide is Oct 1 as the cut off. I would like to amend this to Nov 1 as this will give more time so the team rosters and the officials can properly be allocated.

Carried

Sept 17th – Motion: **DV** - The KP Development Committee has finalized their proposal for the 2018/19 Goalie Development Plan. The development committee would like to motion that the Kerry Park board of directors vote via email to approve the attached goalie plan for the 2018/19 season.

Carried

Sept 19th – Motion: **BB** - To use our name on the Bridgeman's Bistro menu for this burger in lieu of a sponsorship. Mill Bay Marine group would like to sponsor us \$1,500 through the Bridgeman's Bistro. Bridgeman's Bistro would in turn like to add a burger called the Kerry Park burger and recoup \$2 per burger until the \$1,500 is paid back. I would like approval to use our name on the Bridgeman's Bistro menu for this burger in lieu of a sponsorship.

Carried

Sept 21st – Motion: **MT** -To approve the Shawnigan Lake Midget Prep tournament January 3rd – 6th 2019. This tournament will go out under KPMHA as the BC Hockey member that Shawnigan Sport School is a part of. Games will be at Kerry Park Arena and Shawnigan Lake School Arena.

Carried

- 2) Discussion on current Registration numbers. **PK**
- A couple of parents in the younger divisions need their RIS parent version.
 - They have all been contacted.
- 3) Financial update. **JC**
- Heather Calabrese will now be taking over the bookkeeping job; agreement has been made for this season.
 - Heather will only discuss finances with Treasurer, VP and President. All other questions are to go through the Treasurer (JC).
 - KPMHA relies heavily on the gaming grant each year.
 - Not much sponsorship money has come in yet.
 - We need to hold off on extra expenses for this year.
- 4) Sponsorship update. **BB**
- Some push back from sponsors over 2 year contract.
 - Goal this season is to past last year's sponsorship amount.
 - Replacing sponsor name bars on jerseys are a hassle and not cost effective year after year, KK added.
- Action-** **BB** will get MT a list of current sponsors for the KPMHA website and ask if they are ok to not have their name bars put on the backs of the new jerseys.
- Action-** Executives to send BB any creative sponsorship ideas.
- Action-** **MT** will send managers an email explaining each team must email Blue before committing to a sponsor so he can approve it. Also, any equipment donation needs to be approved by BB as per policies (once current sponsorship is confirmed).
- 5) Manager's Meeting. **NB**
- The mandatory meeting was Sept 18th in the Dennis McLean room.
 - All managers except for Peewee A, Bantam A & Midget A were there.
 - Lots of questions; several Execs there to answer questions. (DB,LG,PK,MT,MM and KK)
 - Need more info. on tracking of gaming licenses and general gaming information.
- Action-** Executives to send Julie an email on suggestions for keeping track of team gaming licenses and team gaming reports.
- 6) Development Committee Update.
- Coaches' mandatory meeting is booked for Thursday Oct 25th at 7:30pm in the warm room after the on ice session with Rob.
 - Lonnie will be in attendance to speak about refs.
- Action-** **DV-** Send an email to the Divisional Directors regarding Coaches' Mandatory Meeting.
- Action-** **NB/MM -** Send Darren's Coaches email to all the coaches in your divisions.

New Business

1. Tools for Goalie development. **MT**

Motion: **MT** – to purchase 2 sets of post protectors through Chris Carter at \$60 per pair for goalie development.

Second: LG

Carried

- Chris Carter will hang onto these protectors until the end of the season and bring them to each goalie development session.

2. Equipment Room. **KK**

- Locks have been broken in the equipment room; this is unacceptable.
- Behind locks are extra jerseys and goalie gear that is not signed out (8 sets).

Action- **KK** to send out an email to all coaches regarding equipment room and sign out sheets.

3. Discussion regarding substitute goalies on the same team (not APs) having some kind of training- not necessarily with a development coach. **MM**

- Peewee teams only have 1 goalie per team.
- GC will speak with Darren regarding this.
- KK says there are 8 sets of goalie gear that coaches can sign out; just book an appointment with Kevin to sign it out.

Action- **GC** to speak with Jim Humphreys about being able to laterally move our Peewee goalies when we are short due to the shortage we have with goalies.

4. New Jerseys. **KK**

- Membership is expecting to use the new jerseys that were purchased last March for Bantam, Midget, and Peewee A.
- Discussion.
- The new jerseys need to go out to the teams asap!

Action- **BB** to check with sponsors to ask if they are ok to not have their name bars put on the backs of the new jerseys.

Action- **KK** to submit a proposal to the Executive group by next meeting with details regarding amounts and costs of what jerseys are needed for the Association.

5. Equipment. **KK**

Motion: **KK** – from now going forward, any C's and A's put on jerseys must be purchased only from KPMHA Equipment Manager at \$5 each.

Second: LG

Carried

Action- **KK** to send out an email to all coaches regarding the Executive motion that was passed regarding all C's and A's must be purchased through KPMHA Equipment Director Kevin.

6. Fees for First Shift kids starting after Christmas- Discussion. **NB**

- Welcome event was 2 weeks ago.
- Today's session (Oct 15th) had 11 kids out, 9 KP kids.
- There was some confusion when the gear arrived early.

Motion: NB – After Christmas we offer a registration fee for the remainder of the 2018/2019 season of \$50 to those kids currently registered in the first shift program.

Second: LG

Carried

7. Dressing rooms. **LG**

- Discussion around allocation of dressing rooms at Kerry Park.

Action-GC will speak with Sheena in regards to dressing room allocation.

Director's Reports

President - Gord Closson

1st Vice President - Dave Brummitt

- Team rosters are nearing finalization, only Midget A left to complete.
Thank you Pam for your patience in dealing with the many moving parts.
- Attended the Manager's meeting Sept.18th to field questions.
- Attended the First Shift Welcome Event Sept.30th, well run, well received.
- Reminder to divisional coordinators to familiarize your managers with VIAHA and KPMHA AP policies.
I have attended a few development sessions, both player and goalie. Early feedback from most divisions is positive.

Ice Scheduler – Michele Taron

- Practice schedules are posted on our website until Nov 9th.
- Once I post schedules, I email all of the managers right away.
- Weekend ice has been tricky because I am at the mercy of when the VIAHA schedules are released.
- Working on Remembrance Day weekend, once all managers inform me of their ice wants then I can put out that weekend schedule. Keeping in mind, I have very little ice due to the Bantam A tournament going on that weekend.
- All managers have been instructed to communicate their ice needs with me.
I have worked with several managers on inquiring about extra ice times/purchased ice, etc.
- 6am Development ice slots started Oct 1st.
 - There are 12 Monday 6ams up to February and 12 Wednesday 6ams.
 - Brian Passmore and Chris Carter instruct on these Mondays and just Brian instructs on the Wednesday ones.
 - These sessions rotate amongst Atom – Midget.
 - The Atom and Peewee ones are the most popular so we have had to split these groups into their own sessions.
 - I have asked all the managers involved to keep me in the loop if their goalies are unable to make development sessions, that way we are not paying for Chris to be out there if we do not have goalies.

- The online schedule is color coded based on what is happening during that ice slot;
 - All development sessions with Chris Carter are lavender in color on the schedule.
 - All development sessions with Rob and Brian are peach in color on the schedule.
 - All purchased ice is highlight in blue.
 - There is a description for each of these at the bottom of each schedule.
- To date we have had 34 development sessions (including 8 goalie sessions) spread out among our entire association.

Treasurer – Julie Charbonneau

- I've attached the summaries and reports for this month.
- Cash Flow: The year-end amount is not sufficient. We remain heavily reliant on Gaming Grants and Sponsorship. I propose we move forward with another year of financial restraint in order to support our program in the event we are denied a gaming grant in the coming years.
- Bookkeeping: Now that the season has started and that we are fully operational, I have determined that the bookkeeper we have hired is not knowledgeable enough in respect to the hockey business. I am having to input a lot of the information into Quickbooks myself and I simply don't have the experience to do so. I have asked Heather Calabrese if she would accept to take over the bookkeeping responsibilities. This would enable me to focus on the duties and responsibilities of the treasurer, such as policies and overall financial management. Heather has accepted.

It is important to note that although Heather is a member of our association, she will not engage in conversations pertaining to the association's finances with anyone other than the Treasurer, Vice-President and President.

Registrar – Pam Kendall

- All teams are rostered.
- 14 families with no RIS or expiring volunteer one. All have been contacted and informed.
- Working on team official requirements.
- Registration updates at meeting

Secretary/Website – Michele Taron

- Chris has asked me if we can purchase post protectors to help with goalie work.
- I have asked Sheena about getting new net pegs.
- Photo nights are Tuesday, Oct 30th and Thursday, Nov 1st. All managers were made aware a couple of weeks ago. The schedule, details and tips are on our website.
- Any team events or fundraisers can be forwarded to Raina Bennefield raina.bennefield@shaw.ca ; she is still running our FB page. If someone does not have FB they can still view the KPMHA posts through our website. It is at the bottom right hand corner of our website.
- There is a new tab in the middle of the screen on our home page called 2018/2019 Development. It lists our development instructors and information on each of them.
- All Managers have an electronic version of how to work the clock at KP and at SLS. Thank you Michelle M. for helping out with this!

Head Coach/Competitive Coordinator – Darren Van Oene

- The development plan the committee has implemented is in full swing and everything seems to be going quite well so far. Great to see the number of kids that are taking advantage of the extra ice and professional instruction.
- Would like to say thanks to all the coaches and managers of all levels that have been putting in a lot of extra time at the rink these days. All the extra development ice wouldn't be possible without the dedicated coaches and managers that we are so lucky to have at KP.
- A **big** Congratulations to our Atom D team who won gold this weekend at the Port Alberni tournament!!!

Equipment/Risk Manager – Kevin Kostin

Safety and Risk- nothing to report

Equipment

- I am almost completely caught up with issuing all teams with their required jerseys and equipment. Everyone will have what they need for the season and photos at the end of this month.
- A couple areas of concern that I would like to discuss are as follows:
 - We need to purchase additional jerseys in the Novice sizing - I currently only have numbers as high as #19 and with the increased registration....repeated numbers is inevitable will advise of solution.
 - I would like to replace all Atom (Atomic) jerseys with the Pro Joy brand and style used by the rest of our teams for next season....a consistent style throughout the Association is my goal.
 - I will prepare an order list to bring our entire Association jersey requirements up to date so we can budget for purchase- required for next season, ultimately having all jerseys the same from Novice to Midget with full number ranges and sizing is the most effective and efficient way to properly outfit our teams.
 - We have all new jerseys in stock from Pee Wee A to Midget, I have not used them, this season we are using what we have already.
 - I suggest we eliminate any sponsorship name bars on all jerseys for next season...I have not spent any funds on keeping them up to date this season, it's simply not cost effective or time/organizationally efficient.
 - I will be working on a proposal for the following items- socks!- they cost too much at Sport Traders and we could sell them through the Association cheaper and make a bit of profit.... easier for our families as well.....and the same for Pant Shells...."one off" purchasing of these by families makes no sense.....if we want our teams to look "good and uniform " while representing KPMHA....then we should put the efforts into this area.
 - As the season goes on....I will see what areas any additional Goalie equipment is required.....upgrades are needed but no panic right now, I want to ensure we get the equation right based on what we see from the "goalie training" this season.

Referee in Chief - Lonnie Goodfellow

- The season has got off to a good start for our officials.
- I have had time to check a number of the young officials out and they are doing very well.
- Positioning is the key for some - this will get better with experience.

Marketing/Sponsorship - Blue Bennefield

- Sponsorship has been coming in and we are still actively pursuing other opportunities in our community.
- Collection from last year's sponsors is ongoing.
- If anyone has any creative ideas on the sponsorships let us know, we are always trying to build new and innovative ways to build our sponsorship program

Discipline Committee

- Nothing to report

Junior Coordinator - Nelly Brummitt

- Initiation: all is good, just working on getting newbie coaches their requirements completed
- Novice: Happy. Received the okay for them to practice and have scrimmages with LC and Sooke before the Dec 1 requirement.
- Atom: Teams are doing well. At the moment happy with how they have balanced out, time will tell. League play starts this weekend.
- Managers Meeting: Sept 18th hosted the manager's meeting. All the managers but Bantam A and Midget A was in attendance. Lots of good questions especially from the younger divisions. Thank you to the other Exec members who came to answer questions with me.
- First Shift: Welcome event was On Sept 30th (will explain at meeting). Very impressed with the Canadian Tire representatives who came to run the event. There were 17 children (11 KP and 6 LC) who attended.
 - Fun afternoon, a lot of very excited and happy children. Our players will have first ice time this Monday.
 - Special thank you to Michelle and Heather for coming out to help and our First Shift Coaches: Shane Kendall and Lloyd Lockhard.
 - Some issues with storing and sending gear back to Bauer. If we continue this program next season will need to have a better plan.

Senior/Female Coordinator – Michelle McComb

- After several balancing games the Peewee house teams are finalized and parent requests have been met
- All senior teams have managers/head coaches/staff in place
- The focus is making sure all "staff" has the necessary coaching requirements, RIS course, CATT, etc.
- **Peewee C1:** We have played 4 exhibition games: 1 win, 1 tie, 2 losses, accepted in CVMHA tournament in November and applied for a tournament in March in Oceanside.
- **Peewee C2:** We have played 2 exhibition games: 1 win, 1 loss, accepted into Lake Cowichan New Year's tournament in January.
- **Peewee A:**
- **Bantam C:** We have played 2 exhibition games: 1 win, 1 loss, accepted into 1 tournament and waiting to hear about 2 others.
- **Bantam A:** We have played 7 games to date. We have won 1. The tier 3 game vs JDF was the only one we won. We also recently played in a tournament playing four games in Panorama. We were last in our pool. We lost 3 and tied 1. We have just entered a tournament in Comox for the New Year.
- **Midget C:** Midget C has played 3 games so far. 2 exhibition both losses, and 1 league for a win! We are attending 3 tournaments: Port McNeil Nov 30 – Dec 2, KP Nick Collins Dec 27-29, and North Delta March 16-19. We have a Fundraiser Burger and Beer Night Nov 17 - tickets \$20 and executive members are invited – Black Swan Pub at 6:00pm!

- **Midget A:** Unfortunately we have had a bit of a rough start to our season due to injuries and suspensions. We have played 3 exhibition games and have lost all 3. We were in a tournament in Comox at Thanksgiving and ended up in 4th place which was not bad considering we had 10 players in our final game! We are in another tournament at Remembrance Day in Port Alberni and hope to have everyone healthy by then!
- I'd like to thank Dave Brummitt for his assistance/approval of the Pee wee house teams

Motion: To adjourn the meeting

First: LG

Second: BB

Carried

Meeting adjourned 9:14pm.