



KPMHA Board of Directors' Meeting Minutes
KP Denis McLean Room
Monday, September 12, 2022

Board members in attendance: Shane Kendall, Phil Downie, Michele Taron, Pam Kendall, Darren Van Oene, Marsha MacMurchy, Melanie MacLeod, Suzanne Rourke, Nate Boersen, Elie Kozma, Lonnie Goodfellow

Absent: Anthony Bone, Steve MacDonald

1. Meeting called to order by **SK** at 7:17pm
2. **Motion:** **LG** to approve Agenda
Seconded: **MM**
Carried
3. **Motion:** **EK** to approve the Board's July Meeting Minutes
Seconded: **LG**
Carried
4. E-mail Votes/Action Items:

Email vote Aug 16th -**PD**

Motion to approve Melanie MacLeod as the new Senior Director

Seconded: MT

Carried

Email vote Aug 18th -**MT**

Motion the following team staff:

Marsha MacMurchy – U13C Team Manager

Russ Cronk- U18C team safety

Shawna Webster- U18C Team Manager

*These are all subject to the completion of any CRC outstanding and/or course completions.

Seconded by PK

Carried

Email vote Aug 18th – **DV** - Motion the following team staff:

| | |
|--------------------------|--|
| U7- Head Coach | Jordan Warner |
| U7- Assistant Coach | Steven Campbell, Travis Skelly, Scott Ceelen, Shawn Garry and Jeremy Scheunhage |
| U9- Head Coach | Carsen Oglend (this group will be split into more than one team by November. At that time we can see who else wishes to be a HC) |
| U9/U8- Assistant Coaches | Steven Campbell, Kevin Hind, Jordan Warner and Rob DeClark |
| U11C- Head Coach | Mike Murray |
| U11C – Assistant Coaches | Carsen Oglend, Patrick Jadan and Jeremy Scheunhage |
| U15C- Head Coach | Adam Salvisburg |



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Seconded by MT
Carried

Email vote Aug 19th –**DV**
Motion Shane Kendall as the U13C head coach.

Seconded by MT
Carried

Email vote Aug 23rd –**DV**
Motion Randy Jones U18C Head Coach

Seconded by MT
Carried

Email vote Aug 27th –**MM**
Motion the following team staff for U13C
Debbie Smith-Team Safety

*This is subject to her obtaining an HCR profile and Safety course.

Seconded by MT
Carried

Email vote Aug 28th –**PK**
Motion Corey Peterson as an assistant coach for U18C pending completion of requirements.

Seconded by MT
Carried

Email vote Sept 7th –**MT**
Motion Naomi Salvisburg be approved by the BOD as Manager for the U15C team.

Seconded by LG
Carried

Email vote Sept 7th –**MT**
Motion Bill Erskine be approved by the BOD as Assistant Coach for the U15C team.

Seconded by LG
Carried

Email vote Sept 8th –**AB**
Motion Dave Boomer and Cody Drinkwater be removed as U15A bench staff effective immediately.

Seconded by LG
Carried



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Email vote Sept 8th –**AB**

Motion Eric Boulanger and Rob McNutt be approved as assistant coaches for the U15A team pending completion of required/mandatory training.

Seconded by LG

Carried

Email vote Sept 8th –**AB**

Motion Paul Reynolds be approved as the U15A team Safety pending completion of required/mandatory training.

Seconded by LG

Carried

Email vote Sept 11th –**DV**

Motion Jeremy Scheunhage be removed from the U11C roster and Bill Erskine be added to the U11C roster.

Seconded by LG

Carried

Email vote Sept 11th –**MM**

Motion the following be approved as assistant coaches for the U13C team pending completion of required/mandatory training;

Bill Hodgson

Alex Acton

Paul De Bree

Seconded by LG

Carried Sept. 12th

Action Items:

- **KP & Royals - PD/MM** to discuss options; **PD** to keep in contact with Brett Halpenny; **MT** to contact **PD** about ice times. **DONE ✓**
- The Victoria Royals will be holding a practice at Kerry Park on Tuesday, November 22nd from 7:00pm to 8:20pm.
Action: **PD** to contact KP about what is required.
- **PD** Will follow up with the players who have outstanding Disciplinary Committee Items. **DONE ✓**
- **Divisional Directors** to create a schedule of dates and times to present the maltreatment information to each division/team separately (U11-U18) – **ONGOING** (end of Sept).
- **SM** to provide a seminar for the Junior Division coaches by November on how to set up the rink boards – **ONGOING**
- **SM** to confirm the number of U9 practice jerseys and to decide if more are needed – **ONGOING**
- **SM** to order and install coach board in rink – **DONE ✓**
- **SM** to add “Kerry Park” to front of 3rd jersey sample - **ONGOING**



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- **SM** Old Jersey Donations to discuss with BOD.
Action: **SM** to provide BOD an email update for all outstanding action items, as he has absent from last two meetings.
- **MT** to check with VIAHA Coach Lead (D. Marshall) to see if there will be an on ice portion to the Dev 1 online clinic. - **ONGOING**
- **MM** to create social media posts about checking player equipment, jersey deposit cheques that go along with the jerseys, etc. **DONE ✓**
- **SR** to ask an Indigenous school liaison to talk to players about orange shirt day. The jerseys have not been organized for distribution. - **ONGOING**
- **SR** to contact Sheena about using the screen in the KP warm room – **DONE ✓**
- **DV** to discuss the position of U18C head coach with the applicants – **DONE ✓**
- **SK** to request clarification from VIAHA in regards to a KP official playing for a non-sanctioned team and being a referee for KP – **DONE ✓**
A player in a non-sanctioned league cannot officiate in a sanction program at KPMHA. If you are *participating* in a non-sanctioned league then you cannot be a team official either. Everyone to follow the same rules. **DISCUSSION**

5. Old Business:

- a) President Update – **SK**
 - VIAHA Meeting – If a parent is removed from one rink then the parent should not be able to visit another rink. The Disciplinary Committee would stipulate the period of time. Associations would communicate this information. **DISCUSSION**
 - A point was brought up at the VIAHA meeting that there is a lack of goalies for multiple MHAs. Let's try to encourage the players by having everyone try the position and educate the parents about goalies. **DISCUSSION**
 - BC Hockey Virtual Town Meeting tomorrow evening.
 - Reminder: If you are unable to attend a BOD meeting you need to provide notice and a monthly report before the meeting to the BOD.
- b) Registration Numbers – **PK**
 - Discussion of team numbers; she is still receiving applications; some outstanding jersey deposit cheques
 - It's necessary that all team officials have the proper requirements and courses (CRC, RIS, etc.)
- c) Financials/Admin. - **MT**
 - The Equipment Director has practice jerseys. If a team wishes to use the practice jerseys then the deposit of \$400 has to be shown on the team budget (held there for the season)
 - The Team Manager meeting will be before the end of September.



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- d) Treasurer Update – **MT/EK**
 - **Action:** **EK** to organize the tournament cheque paying system (the tournament sanction number and tournament application are part of the process). The information is passed from the Treasurer to the Bookkeeper. There will be a spreadsheet on the Google drive.
- e) Tryout Update – **DV**
 - Team tryouts are still in process.
- f) Parent Presentation Update – **SR**
 - Presentations have been going well. Parents seem engaged and receptive.
 - **Action:** **SR** There is still some teams requiring the presentation.
- 7. New Business:
 - a) Team Staff Update for Junior Divisions – **NB**
 - He has received some applications.
 - U8/U9 teams; the date of birth determines which team they play on.
 - **Action:** **NB** to send PK a list of volunteer applicants and a list of those players that need to stay together.
 - b) Team Staff Update for Intermediate Divisions – **SR**
 - Some teams still require team officials
 - **Action:** **NB** will check with the parents that he knows about volunteering
 - **Action:** **PK** to send SR a list of which teams need volunteers and courses for the volunteers that have been approved for the Intermediate Divisions.
 - c) Team Staff Update for Senior Divisions – **MeIM**
 - **Action:** **MeIM** to message parent through Team Snap about volunteers for the Senior teams
 - d) Tournament Updates – **Various Directors**
 - **SR** – the U13A group has had a parent meeting. Other MHA Teams are still being finalized therefore tournament is not yet full.
 - **Action:** **SM and AB** to update the BOD about their tournament and to copy **MeIM**
 - e) Panago Coupons Update – **MM**
 - **MM** has heard from teams about who wants coupons; the sales price has increased to \$15.
 - The coupons are for items on the menu NOT an unlimited number of toppings
 - f) Ice Schedules and Development Coaches – **MT**
 - Development coaches are in brackets beside the team's ice slot on the KP website's ice schedule
 - **Action:** **Divisional Directors** to check Team Snap and to ensure that the managers' are inputting the ice schedule into Team Snap correctly and are including the development coaches if necessary



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- Teams should let the MT know if the development coach did not show up as scheduled.
 - Teams can “hire” coaches independently as long as they are on the list of approved coaches.
 - **Action:** DV to make a list of approved coaches for teams to hire (availability and contact information)
- g) Volunteer Form (created by Michelle M.) – MT
- A form for students to use when volunteering with the Association was created by Michelle M. There needs to be a process for implementing the student volunteer.
 - **Action:** Michelle M. and AB to create a process for the form’s use.
- h) Sock Purchases by Parents – MT/PK
- The game socks are \$12.50 a pair.
 - Each team manager can create a list of who wants socks and the list is sent to **SM** equipment@islanderhockey.ca
 - SM to send bookkeeper@islanderhockey.ca a list of players that need to be invoiced for socks issued.
 - The bookkeeper will bill the parents through TeamSnap. Payments done through E-transfer or credit card.
- i) Goalie Relief Process – SK
- If a team requires a goalie then the team’s manager will let president@islanderhockey.ca know ASAP and he will get approval from VIAHA.
- j) Equipment & Risk Management update - SM
- **Action:** SM to update the BOD on these items:
 - o Team jerseys not yet handed out to teams.
 - o Hometown orders still in progress.
 - o Inventory of new supplies.
 - o Practice jerseys given out to teams.
 - o EPACT update

Board of Director’s Reports:

Game sheet Director – AB

- Tablets are ready to be distributed to teams - charged, labeled and cleaned.
- I have messaged the Divisional Directors asking them to contact their teams to assist with tablet distribution. As for today, two tablets have been loaned out (U15A and U18A).
- I have added the three new tablets to my inventory and have assigned them as tryout tablets due to the required program that needs to be operated. Thank you to Darren and Michele for identify the tech issue and providing the work around.
- All electronic files have been updated on the G drive.

General Comments:



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- Let MM know of any changes to the KP website.
- MM – For fundraising – A “beer and burger” night has to be called something else with no reference to alcohol. For example, “burger and beverage” or “pub night”

Motion: PK to go “in camera: at 9:14pm
Seconded: MT
Carried

Motion: PD to exit “in camera” at 9:27pm
Seconded: MT
Carried

Motion: NB to adjourn the meeting at 9:27pm
Seconded: PK
Carried