



KPMHA Board of Directors' Meeting Minutes
KP Lounge
Monday, September 13, 2021

Board members in attendance: Michele Taron, Josh MacKamey, Zahra Rasul, Darren Van Oene, Suzanne Rourke, Phil Downie, Nate Boersen, Lonnie Goodfellow, Pam Kendall, Shane Kendall, and Marsha MacMurchy

Absent: Aaron Lamb

1. Meeting called to order by **MT** at 7:03pm
2. **Motion:** **PK** to approve Agenda
Second: **NB**
Carried
3. **Motion:** **SR** to approve the Board's August Meeting Minutes
Second: **SK**
Carried

Email vote on Aug 13th

Motion: **DV**- the board to approve Mike Murray as the Head Coach for the U11 Recreation team
Seconded: **MT**
Carried

Email vote on Aug 13th

Motion: **DV**- the board to approve Adam Salvisburg as the Head Coach for the U15 Recreation team
Seconded: **MT**
Carried

Email vote on Aug 16th

Motion: **PD**- the board to approve the following people as interim managers for senior division rep teams:
U15A - Anthony Bone
U18A - Michelle McComb
Seconded: **MT**
Carried

Email vote on Aug 16th

Motion: **SR**- the board to approve the following people as interim managers:
U11 Dev- Nate Boersen
U13A – Alison Murray
Seconded: **MT**
Carried



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Email vote on Aug 23rd

Motion: PD- the board to approve Shawna Webster as the U18C Manager

Seconded: MT

Carried

Email vote on Aug 30th

Motion: MT- the board to approve that we host a U18A tournament (Dec 20-22nd) and a U11 Development tournament (Dec 27-29th)

Seconded: LG

Carried

4. Old Business/Action Items:

Action items:

- **AL** to determine what OPIC safeguard/privacy seminars/webinars KPMHA should use for training – presentation postponed
- **NB** tried to contact a Band Member in regards to the First Shift program. He left a message but didn't get a reply - ✓ **DONE**
- **AL** spoke with Troy from the Junior B Islanders in regards to more interaction between the KPMHA and the Junior B team - ✓ **DONE**
- **AL** shared the VIAHA policy about rogue leagues with the BOD - ✓ **DONE**
- **ZR** – the First Shift Program for KP is full (30 participants)
- **JK** – Max Analytical Contract – the season was getting close and he and **AL** put the brakes on the contract because the program seemed complicated. **DV** has found a more reasonable option, “Skill Shark”. **DV**: The feedback has been good and the service from the company is quick. KP can use the system for a year. There is a phone app and the evaluators have said that it is simple to use ✓ **DONE**
- All BOD members have looked for referee contacts. **NB** has two contacts from Cowichan and he will pass along the information to **LG**. ✓ **DONE**

a) President's Report – presented by **MT**

- The VIAHA presidents had a Zoom meeting and they discussed Covid protocols. Discussion: **SK** and **MT** met with Kerry Park staff on Monday, Sept. 13th and the CVRD has hired Footprints Security for the arena. **MT** has asked the managers to keep track of attendance at games and practices.



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b) Financial Update – **MT**

- Discussed the financial aid fund. It's small at the moment, but they are trying to grow it. There is no policy on it yet. **MT** asked if anyone would like to be on the committee to create policy. **ZR** will join the committee with **MT** and **PK**. The funds have come from the used gear sale and leftover monies from team bank accounts. There are other financial aid options on the KP website. **DV** suggested that once there are policies and guidelines that sponsorship could look at it.

c) Registration Update – **PK**

- Discussion of Tier 1 players, registration numbers per division, and underage requests.
Motion: **SK** to motion that the U18C team be over-rostered by one player
Second: **DK**
Carried

In Camera:

Motion: **PD** at 8:36pm
Second: **NB**
Carried

Out of Camera:

Motion: **PK** at 8:37pm
Second: **NB**
Carried

d) Max Analytical Update – **JK**

- All ready discussed. No further discussion.

e) First Shift Update – **ZR/MT**

- The First Shift program is full with 30 participants. It will start Sunday, Oct. 30th and continue from 8:00am to 8:50 every Sunday for six weeks.
- After these sessions players will be asked if they want to join minor hockey

f) Development Committee - **DV**

- **Motion:** **DV** would like the BOD to approve the presented Development Plan for the 2021/22 season
Second: **PK**
Carried
- Jeff Compton is available on Mondays and Wednesdays and is available for hire by teams; Tyler Matheson has been to a few teams' practices; Adam Geric will be holding Friday night parent paid sessions and is available for teams to hire;



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Leighton Williams is the goalie coach; Rob Armstrong will be doing some sessions; Brandon Wong and Brian Passmore are available to work with teams.

g) Tournaments Update – **ZR**

There are various tournaments posted on the KP website from Thanksgiving to February along with Application Forms. It is suggested that teams pay for their registration fee by e-transfer.

h) Brentwood College Support – MT

Motion: LG motions to the BOD to support Brentwood College School's formation of a U18C team that would not compete in league play but would attend tournaments.

Second: NB

Carried

5. New Business:

a. Team volunteer motions - **MT (5 min)**

Motion: SR-the board to approve Pam Rigler as the U13C Safety person

Second: LG

Carried

Motion: PD-the board to approve Naomi Salvisburg as the U15C team Manager and Amber Champ as the U15C Safety Person

Second: LG

Carried

Motion: PD-the board to approve Clay Lavoie as Assistant Coach for the U18C team

Second: LG

Carried

Motion: PD-the board to approve Julie Jones as Co-Manager for the U18A team

Second: PK

Carried

Motion: PD-the board to approve Cam Bond as Assistant Coach and Randy Jones as Safety Person for the U18A team

Second: PK

Carried

Motion: NB-the board approve Zahra Rasul as the Manager for the U9 team

Second: LG

Carried



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b. Policy Changes - **MT**

Motion: PK to change Policy 1.3

Second: PD

Carried

Policy 1.3

A "Returning Player" is defined as a player that has played the majority of the immediate past season. Exception will be made for any player that ended the previous season early due to injury or illness. All other players will be considered a "New Player".

Returning Player registration will begin in February for the following September season start up. Each year the Board of Directors will determine an "Early Bird" discount and registration period. New Players are not eligible for a registration discount. New Player registrations will begin after the "Early Bird" period expires.

- a) Incomplete registrations will not be held longer than 7 days
- b) Complete registration includes payment **in full and jersey deposit postdated cheque for \$150 dated Mar 31 of next year, with child's name and division in memo line.**
- c) All cheques must be payable to KPMHA
- d) All NSF cheques shall result in the following:
 - I. Payment of a \$25.00 surcharge
 - II. Ten (10) business days to replace the payment with e-transfer, money order or certified cheque
- e) Failure to comply will result in the following:
 - I. Suspension of ice privileges until payment is received
 - II. Member will not be "in good standing"

Motion: PK to change Policy 2.8 Section E

Second: SK

Carried

Policy Section 2.3 Section E

e) KPMHA Registrar Director is to produce a list, before January 31st, to the VP Admin and Finance Director of any extra team officials on any given team. The Association will pay mutual aid insurance for five (5) properly certified team officials on all teams: a head coach, two assistant coaches, a team safety, and a team manager. The exception is ~~Initiation and Novice~~ U7, U8 and U9 teams which are allowed to have up to five (5) properly trained coaches, a team safety and a team manager. Teams can add additional certified team officials for a fee of \$50 per *Temporary Revision Due to COVID* ~~and our RTH safety Plan~~ the association will cover mutual aid for ~~2~~ **one (1)** extra team officials **safety person** this season.

- There must be a ~~Group Host (preferably a Manger) at every ice session and~~ a Safety person **at every ice session.** ~~Both must be qualified and approved by Pam.~~
- All volunteers must be properly certified when speaking to any participant.
- o ~~Group Host and or Manager =CRC, RIS, CATT and new COVID safety~~ **any new BC Hockey clinic required.**
- o Safety person = CRC, RIS, CATT, ~~new COVID safety~~ and HSCP course **any new BC Hockey clinic required.**



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o Coach= CRC, RIS, CATT, ~~new COVID safety~~ and Coaches course **any new BC Hockey clinic required.**

- Every team must maintain the 2 deep rule whenever dealing with ALL minors. For example, 2 team officials dealing with ill or injured and 2 team officials **monitoring** ~~dealing with the remaining players on the team-~~ **players in the dressing room.**
- If a team wishes to have more team officials then they will be billed the extra mutual aid for each extra at the rate of \$50 per for mutual aid.

Motion: PK to change Policy 7.8

Second: SK

Carried

Policy 7.8

Fees for Competitive Team tryouts will be proposed as part of the Association's annual budget approval process at the AGM. Players having initial interest in trying-out for competitive teams will do so as part of annual registration. The ~~Head Coach/Competitive Director~~ **KPMHA Registrar** must be notified no later than ~~three (3) days~~ **72 hours** prior to the start of **the first Association Pre-season session tryouts** of a player wanting to try out for a competitive team. It is expected that players who participate in tryouts will play for the competitive team if selected.

QUESTION PERIOD

- MM asked if teams are allowed to post their fundraisers on the Kerry Park website and other social media pages – approved

Motion: DV to change Policy 7.1

Second: PK

Carried

Policy 7.11

From the player rankings, the Head Coach/Competitive Director will add the top evaluated goalie/goalies and the top 18 ranked skaters to a preliminary roster. If there are two competitive teams in a division, the Head Coach/Competitive Director will create the preliminary roster for the higher tiered team first. All competitive team evaluation scores for all skaters will be composed of 30% skills and 70% games. After the competitive team rosters have been reduced to 18 skaters and the top evaluated goalie/goalies, all competitive teams at KPMHA will have a minimum of **one (1)** and up to a maximum of five (5) exhibition games.



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DIRECTOR'S REPORTS

President – Aaron

- BC Hockey
 - Seeking clarity from VIA Sport regarding proof of vaccination requirements of spectators, team officials, coaches etc.
 - Clarified requirements of On-Ice Helpers ([Bulletin 2021-010](#))
- VIAHA
 - Executive Committee Meeting – September 12, 2021
 - President Jim Humphrey thanked the Kerry Park member who stepped up for U11 Development Commissioner
 - VP South Island reported on Meeting help with MHA Presidents – main topics including discussing rosters, and trying to make teams work. The meeting for Coach and Managers will be held in-person September 26.
 - BC Hockey reporting that BC and Ontario were only two provinces in Canada who did 100 % virtual coach training sessions. Plans for this year will be Coach 1 and 2 virtually, Development 1 Part 1 virtually and Development 1 Part 2 in person with max 32 participants. All will be on BC Hockey website including Comox October 23/24 and a plan for one in November in Nanaimo. Needs should be sent to Dave Marshall at some point.
 - Proof of vaccination – VIAHA will be waiting until clarification from BC Hockey who is seeking clarification with ViaSport. Concerns facilities will have their own rules, concerns this hasn't been clarified up until now. Concerns this will fall on the laps of MHAs and privacy issues. Emergency Executive Committee planned as soon as clarification is provided.
 - Memo for revamped Mask Requirement to be sent, U13 and above for all in dressing rooms.

Vice President of Operations – Josh McKamey

- Big thank you to Michele and Pam for their monumental efforts coordinating pre-season ice/tryouts and all the admin that goes with the beginning of a new season
- Tryouts are underway for U-13 to U-15
- U11 tryouts begin this week
- I have been on the ice with several groups for pre-season ice and tryouts and am impressed with our level of engagement from players and coaches
- HC Darren V and KP evaluators have spent many hours at the rink already assessing players and goalies
- I have noticed players and families adhering to VIHA mask policies and facility COVID protocols



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VP of Admin and Finance/Communication Officer RTH/Ice Scheduler – Michele Taron

- Finalized September ice with rinks. Still working on every details for the rest of the season, with the changing landscape of COVID..
- Ice schedules are posted on our website up to Oct 3rd. Keep in mind Rep teams and U11 Dev start placement games at the end of the month so there are ice slots held with VIAHA until placement games are scheduled.
- Recreation league play will start weekend of Oct 16/17th
- We lost Monday night ice at SLS for this season.
- Ice contracts for U13A, U18A, U11 Dev and U9 Jamboree are hopefully finalized now. Next season it should be easier because the templates will now be in place and on the google drive.
- Partially Parent Paid sessions with Adam Geric will begin Friday, Oct 1st and every Friday after that, These sessions will rotate through different groups and be sold as a group of sessions pkg and put out on TeamSnap with a google sign up sheet.
- First Shift ice slots start Oct 31st and run for 6 weeks. Ice times will be every Sunday 8:30-9:20am.
- The weekend of Dec 11th and 12th I have very few ice slots due to The KP Santa Skate and the many games the SLS teams are playing at home. KPMHA teams will have to bank on mostly away games that weekend.
- The Charlie Purdey Arena at Shawnigan Lake school has undergone a big facelift in the last month. From a paved parking lot to inside murals and a gorgeous lobby area. It is very important that we respect the wonderful space they have created. No horsing around, jumping on furniture, shoot pucks off ice, etc. or we will lose the privilege of use.
- With the new U11 pathway, playoffs will be tournament style over two weekend (Mar 5/6 and Mar 12/13th) I have put in a request to be one of the hosts during this time.
- All KPMHA tournaments are posted on our website with sanction # and link to google application form.
- All managers are to submit attendance sheets to me once a week.
- PnP motions for the following policy changes 1.3, 2..9 and 7.8 reflected in agenda.
- I will be sending out the player contract to membership through “sign now”. They will be finalized once we get clarification on any new COVID rules regarding youth sports.
- We do not yet have a date for the KPMHA managers meeting, waiting on some rink protocols to come out before setting the date. I wish to have this meeting in person.
- If a member wishes to have an Ad free TeamSnap account they can purchase that upgrade through their phone app profile, it is \$1.99 per month.
- I have started handing out tablets for EGame sheets. Due to the HCR conversation there are a few hiccups and teams will need to use paper game sheets this weekend.



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- Sent membership a reminder of COVID rules at the rink with links to the CDC website for information on symptoms, self-assessment tool, testing and contact tracing.
- Team away tournament requests are rolling in. Managers need to send in sanction# and copy of application or picture of details for the tournament including Etransfer details or address where money needs to be sent. If a tournament is out of district then the VIAHA Inter district form needs to be filed out, signed by Aaron, submitted to VIAHA and then upon their approval please send all documents supporting this to vp-admin@islanderhockey.ca
- All team bank accounts will be set up with delegates this season. A Manager and Team Treasurer will be set up to view the account online and set up Etransfers to pay for expenses. Pam and I will need to approve online the Etransfers after we are sent a copy of the receipt.
- All team email addresses are set up for auto deposit of Etransfers to team bank account. If you have not already received the password to view this inbox please reach out to me.
- Seed money carry overs will not be transferred to team accounts until all teams are finalized. It is too much work to do it one by one.
- Teams will not be required to pay for expenses incurred by KPMHA until November. This will give teams some time to get team funds into the bank account.
- Teams can start to send in their budgets to the budget committee for approval. Only once approved can they present to parents and have parents sign off. (expenses should be hockey related and Managers/Coaches gift total expense line should be no more than \$200 max)
- I will send out financial reports on Sunday to the Board.

I hope I have not missed anything; it has been a totally crazy month.

Thank you

Michele

Registrar – Pam Kendall

- No report submitted



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Head Coach/Competitive Coordinator – Darren Van Oene

1. Organized evaluations/try outs for U11 Dev, U13A, U15A and U18A.

a. Working with new app called “Skill Shark” for evaluations of U11 Development.

Try outs for all age groups are in full swing and I wish all the kids best of luck in their efforts! Every year I am amazed at how much time and effort all our volunteers put in to make this process as enjoyable as possible for all the kids. The countless hours by all is greatly appreciated, a big thank you to everyone involved!

2. Continue to work on the KPMHA development program alongside our development committee.

Development coaches we will primarily be working with this year include Jeff Compton (Asst.Coach Victoria Royals), Adam Geric (Transform Sports), Rob Armstrong (Hockey Evolution) and Tyler Matheson. As well as Brian Passmore (Cowichan Capitals Head Coach), Brandon Wong (Brandon Wong Hockey)

In addition to our all star cast of development coaches we also have Jason Taron back for another year as KP Coach Mentor.

Michele Taron continues to put in countless hours to ensure our development program at KP is second to none! Thank you Michele!

Marketing and Tournaments – Zahra Rasul

- No report submitted

Gaming and Sponsorship – Marsha MacMurchy

Gaming

-applied for two raffle licenses on behalf of teams. I will followup to complete post event reports

Sponsorship

-still chasing sponsors. Not having a lot of luck. I have a number for the contact at Tim Hortons and left message. No response. Do anyone have a lead there?

Social Media

-created an Instagram page

-actively posting on Facebook, Instagram and Twitter.

-fundraising posts for teams. Should we allow those on our pages? I think so

-send me anything relevant we should post



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Referee in Chief – Lonnie Goodfellow

- I have sent out the latest info for clinics to all officials.
- I have 5 new officials signed up with another couple of possibilities.

Rick/Equipment Management Director – Shane Kendall

- Have begun issuing equipment to teams. Rep teams are priority as they have games as part of their tryout process. Remainder will be issued in due time, please be patient.
- Nothing further to report

Junior Divisions Director – Nate Boreson

- No report submitted

Intermediate Divisions Director – Suzanne Rourke

- I do not have too much to report for Intermediate.
- Mask wearing in the dressing rooms is needing a bit of policing still.
- U13A is getting very busy and in good position for the tournament in October.
- Pizza coupons seem to be getting sold and one team is doing a bottle drive already.
- Teams have put together their tournament plans.
- Finalizing rosters will be terrific especially for the U11C but things are in a great healthy state right now.

Senior Divisions and Female Director – Phil Downie

- **Esso Fun Day with Shawnigan Student:** Was informed that she will no longer require KPMHA assistance as BC Hockey has offered to assist and provide what is required.
- All Senior Division Teams have Head Coaches now and teams have been on the ice.
- U15A will be making cuts (1 skater & 1 Goalie) after assessments and 2 games.
- MT, PK and I met with the Manager of the U18C team to discuss their goalie situation. The manager will speak with the goalies and come to an agreement/schedule on how they want to play each of them.