

## Nepean Girls Hockey Association

### 2016-2017 AGM Meeting Minutes

- DATE:** Tuesday, May 30, 2017
- TIME:** 7:00 p.m.
- PLACE:** Walther Baker Sportsplex - Cafeteria
- PRESENT:** BOARD MEMBERS:  
Phil Clarke, Jason Corrigan, Monica Armstrong, Les Banks, Tracy Lafreniere, Joanne Erbach, Keith McEwen, Jarrett Thompson, Dana Mulvihill
- ABSENT:** Andrew Thompson,

#### 1.0 Call to Order

- Meeting called to order at 7:03 p.m. – chaired by Phil Clarke

#### 2.0 Previous Meeting Minutes

**A motion was put forth by Phil Clarke to approve the 2014/2015 minutes**

**1<sup>st</sup> – Les Banks**

**2<sup>nd</sup> – Tracey Gilles**

**Unanimous**

#### 3.0 Presentation of the Mary Lou Zywicki Bursary award

- Les welcomed the recipients and explained the evaluation process
- Presented 7 bursary awards this year
- The winners are:
  - Nicole Rodger
  - Katrina Caminiti
  - Tess O'Connor
  - Hunter Warren
  - Kathleen Weber
  - Mackenzie Erbach
- Phil congratulated the recipients and wished them all the best at school
- The winners are to contact Tony, our treasurer, with their information so bursaries can be awarded

#### 4.0 Presentation of the Toni Guimaraes Bursary – for Determination On and Off the Ice

- NEW – Overview of this new Bursary
  - Toni Guimaraes was a dedicated husband and father, a passionate hockey fan and a proud member of the Nepean Wildcats family.
  - Toni passed away in September 2016 and this bursary has been created to recognize the characteristics and values that were important to him and provide financial support for NGHHA players pursuing post-secondary education.
  - Toni's personal story is one of determination and overcoming hurdles to achieve success.
  - Toni's passion for everything in life was felt by friends, family and colleagues and this bursary is being awarded to individuals who exhibit those same traits.

- The bursary is in recognition of determination on and off the ice, positive team spirit and academic effort.
- The Guimaraes and Thom families together will offer two deserving NGHA players a bursary of \$1,000 each toward their undergraduate studies.
- Tori Guimaraes was on hand to present the bursaries to the winners
- The winners are:
  - Darien Reichel
  - Amy Graham

## 5.0 Reports

### 1) President – Phil Clarke

- Phil welcomed the association
- Phil introduced the current Board Members
- Phil thanked the following people:
  - Tracy Lafreniere, and Jason Corrigan for all their help with the Board since 2008/2009
  - All the volunteers that help make this association run smoothly
  - Two wonderful women stepped up to take on the NGHA tournament
  - Karine for all her help assisting Tony, as Treasurer
  - Bill for his help with equipment
- Volunteers are essential
- WE will be outlining the roles we need filled

### 2) Vice President – Jason Corrigan

#### The competitive coaches for the 2017-2017 season

| Role      | Name                      |
|-----------|---------------------------|
| Novice B  | Pat Hogue                 |
| Novice C  | Caitlin Stenman           |
| Atom C    | Derek Oneil               |
| Atom B    | Greg Carreau              |
| Atom A    | Steve Johnson/Mark Belton |
| Atom AA   | Toni Riccuiti             |
| Peewee C  | Peter Mcintosh            |
| Peewee B  | Karla Clarke              |
| Peewee BB | Rod Gillies               |
| Peewee A  | Dana Mulvhill             |
| Peewee AA | Mike Garcia               |
| Bantam C  | Ed Vandesande             |
| Bantam B  | Ernie Cecherto            |
| Bantam BB | James Brandt/Jim Pears    |
| Bantam A  | Ryan Oneil/Dan McGillis   |
| Bantam AA | Elliott Spencer           |
| Midget C  | Claude Boucher            |
| Midget B  | Steve Hart                |
| Midget BB | Duane Macneil             |
| Midget A  | Chris Armstrong/Jason     |

|                        |                 |
|------------------------|-----------------|
|                        | Corrigan        |
| <b>Midget AA #2</b>    | Mike Speer      |
| <b>Midget AA #1</b>    | Mike O'Brien    |
| <b>Intermediate AA</b> | Bruce MacDonald |

### 3) Competitive Report – Dana Mulvihill

#### 2016-17 competitive highlights

- Dana thanked all the coaches, trainers, on ice helpers and volunteers. Easily hundreds of volunteers contributed to making the 2016-17 our most successful season yet.
- 22 competitive teams this past season – introduced new novice C team
  - 16 made provincial – a record
  - 7 medals at provincials (3 gold – BCA, PCBB, MCC – 2 Silver – PCB, NCB, - 2 Bronze – IAA, ACA) - the most teams to medal from Nepean and the most in the province this year. Impressive!
- 9 teams went to championship day with 4 teams winning the city championship
- Coaches have been selected for this upcoming season and are on the NGHA website
- PWHL
  - Had a very successful season, winning gold at the 64 team season opening Stoney creek showcase tournament and bronze at provincials
  - All but one of our rostered PW girls from last season has received a commitment to post-secondary (NCAA and CIS)...the one with no commitment was 14 years old least season.
- Spring AA tryouts
  - Overall, spring AA tryouts went smoothly.
  - Our competitive convenors (Dave Nordquist – Midget AA, Amy McLean – Bantam AA, and Dean O'Brien – Peewee AA) took a more active role in the tryout process this year and made them successful. A thank you to them for lightening our administrative load
  - Midget U16 and u18 teams were a new concept for spring tryouts. These teams along with Bantam AA represent the NGHA High Performance Program that was presented by Bruce MacDonald in April at the AA coaches meeting in April
- As the association continues to grow, we are expanding to 23 competitive teams for the upcoming season, as we have an additional competitive Peewee team being added
- August 19<sup>th</sup> is the tentative date for the start of tryouts for the remainder of the competitive teams, with goalies starting a day or two before that based on ice availability

### 4) House League Report – Tracey Gillies/Les Banks

#### 2016-17 house league highlights:

- excellent season
  - 34 teams this past year
  - forecasting for next season hasn't been completed yet, but looking to maintain same number of teams next season
  - Peewee may be the only change given we are adding a 5th competitive peewee team
  - championship was a huge success: tight games and 2nd final game required at two levels
- Tracey extended thank you's to:

- Coaches, assistant coaches, on-ice helpers, trainers, managers, den moms and all team volunteers that helped make this past season a success
- HL committee: Monica Armstrong, Andy THompson, Les Banks, and Karla Clarke
- DS Convenor: thank you Karla Clarke!
- Keith McEwen: stats
- HL coaching application portal is open - application deadline is June 30<sup>th</sup>
- Aiming to have HL coaches for the 2017-18 season selected by end of July
- Sort-outs anticipated for weekend of September 8th-10th.

#### 5) **FUNdamentals – Madison Erbach**

- This season we had 57 players, with 34 graduating to novice
- 22 weeks of instruction was provided
- 13 1-hour mini games
- 28 girls had the opportunity to play goalie
- Participated in the NGHA tournament and the Tim Horton's jamboree

#### 6) **Ice Report – Andrew Thompson**

- Les presented the ice update
- Ice the first for the new ice allocation policy
- Improvement from the year before
- We were at far fewer rinks this season
- Expecting the city to allot ice based on our current growth
- Ice costs going up for next season

#### 7) **Registration Report – Joanne Erbach**

- This will be Joanne's last year as Registrar - will be looking for a replacement
- Continuing to use the Power Up system for registration

#### 8) **Finance Report – Tony Matson**

- First, everything is good
- Financial audits available
- Tony thanked Joanne and Trina for all their help with the audits
- In terms of finances
  - Account balance at approx. \$80K
  - We used \$20K more than what we brought in but we are a non-profit organization; so it is still good
  - We are within the 5% of our non-profit guidelines
  - Ice costs were more this year
  - Tournament made us a profit this year – approx. \$25K for HL
  - Established a budget with some assumptions like ice (+2.5%); coach certification and mentoring and program dev (\$15K)
  - Increase of 3% across all expenses

- May need to reduce the money back to the teams (ice credit) – Last year, \$225. This year is undetermined.
- We just need to ensure we don't keep too much of a surplus – due to the non-profit status
- We will set the budget for next year so that we do break even
- Audited statements for 2016

**A motion put forth by Tony Matson for the members to approve the Budget for the 2017/2018**

**1<sup>st</sup> Jarret Thompson**

**2<sup>nd</sup> Tracy Lafreniere**

**Unanimous**

### **13) Policy, Risk and Safety report – Monica Armstrong**

- Speakout, Respect in Sport, Police Record Check (PRC)
  - This past year, a concerted effort was made to review the status of all bench staff and den moms to ensure everyone had either Speakout or Respect in Sport and a valid police record check
  - This involved checking over 600 individuals
  - A special thank you to all the managers that supported this effort, following up on missing information and chased down paperwork.
  - Obtaining a police record check this year proved especially difficult as Ottawa Police did not have the capacity to support our annual PRC day as they hoped to transition to an on-line application system in the early fall
  - Unfortunately, the delay in implementation of the online system coupled with reduced resources resulted in sometimes extremely lengthy waits for our members to apply for their PRCs
  - We are happy to share that as of just over a month ago, the online PRC system is up and running so you can now apply for your PRC from the comfort of home- finger prints will still be needed, as well as letters
  - In addition, this year we moved from keeping hard copies and lists of everyone's Speakout/ RIS and Police Record Check to inputting this information into our registration system
  - We expect the registration system to send out updates when PRCs are due/expiring
- Our Constitution
  - The other big focus this year was on updating our constitution to comply with the requirements of the new Ontario Not-for-Profit Corporations Act
  - The Act is not yet in place, within the province, but it will be coming shortly
  - Given that our constitution had not been updated since 1999, this update was long overdue
  - Monica reviewed the Constitution, with the association members, and what was changed within it. Some highlights below:
    - Reviewed the roles of the Board Members
    - Elections for the Board members will be staggered so that we have a stable board
    - President must be an NGHA member for two years; Board member for at least one year. We have added this stipulation for the Vice President, as well
    - Changed the AGM date to end of May instead of June
    - If you want something raised at the AGM, you would submit it to the Secretary, prior to the meeting
    - Limit to speaking for two minutes to avoid spending the whole evening debating an issue

**A motion was brought forth by Monica to approve the new Constitution with a show of hands – with 2/3rds of the member voting yes**

- Policies
  - We continue to monitor the applicability of our current policies and develop new or update existing policies as necessary

- The NGHA is committed to continued improvement in our capacity to identify, assess, eliminate or minimize risk on and off the ice
- Monica encouraged everyone to become familiar with the NGHA policies and raise any areas of concern to herself or any other member of the board – which can be found on our website
- Anticipating risk and ensuring safety of our players, bench staff and association membership is a shared responsibility.

## 5.0 Appointment of Auditors for ensuing year

A motion was put forth by Tony Matson to appoint WGP Chartered Accountants as the NGHA's Auditor for 2017/18

1<sup>st</sup> – Tracey Gillies

2<sup>nd</sup> – Les Banks

Unanimous

## 6.0 Other business of interest and concern to the members

- **Sherry Jones**
  - Gone from a disjointed system
  - Sherry, along with her husband Keith, look after all things timekeeping
  - This past year, we have 34 timekeepers
  - 1400 games were assigned
  - NGHA tournament - 175 games within 72 hours
  - Half of our timekeepers are NGHA players
  - The other half are siblings
  - Sherry currently unsure if new timekeepers are needed for the upcoming season
  - Members to keep an eye on the website for any updates
  - NOTE - Must be 13 years old
- **DRAW WINNERS (A draw was held for all attendees to the AGM)**
  - Joanne Erbach – donated her to the Financial Assistance Program
  - Ron Graham

## 7.0 Election of Officers and Directors

A motion was put forth by Phil Clarke to accept the proposed Board Members for the 2017/2018 season – as listed

1<sup>st</sup> – Tracy Lafreniere

2<sup>nd</sup> – Gary Erbach

Unanimous

### Board Members for next season 2017/2018:

| Position                            | 2016/2017 Board Member | 2017/2018 Board Member |
|-------------------------------------|------------------------|------------------------|
| President                           | Phil Clarke            | Jarrett Thompson       |
| Vice President                      | Jason Corrigan         | N/A                    |
| Vice President - Operations         | N/A                    | Les Banks              |
| Vice President – Development        | N/A                    | Dana Mulvihill         |
| Past President (advisory role)      | N/A                    | Phil Clarke            |
| Past Vice President (advisory role) | n/a                    | Jason Corrigan         |

|                                |                            |                   |
|--------------------------------|----------------------------|-------------------|
| Treasurer                      | Tony Matson                | Tony Matson       |
| Secretary                      | Tracy Lafreniere           | Michelle McDonell |
| Registrar                      | Joanne Erbach              | Joanne Erbach     |
| Ice Director                   | Andy Thompson              | Andy Thompson     |
| Competitive Director           | Dom Bueti                  | Marty White       |
| Competitive Director           | Dana Mulvihill             | N/A               |
| House League Director          | Les Banks / Tracey Gillies | Tracey Gillies    |
| Director at Large              | Keith McEwen               | Keith McEwen      |
| Director at Large              | Jarrett Thompson           | Karla Clarke      |
| Policy, Risk & Safety Director | Monica Armstrong           | Monica Armstrong  |

#### **SECRETARY**

- Two candidates put forth their names for Secretary - Karine Tremblay and Michelle McDonell
- Monica explained the process when two people would like to put their name forward
- Both candidates spoke on why they put their name forward and a secret ballot was conducted
- Monica and Joanne counted the ballots
- The majority voted in Michelle McDonell

#### **DIRECTOR AT LARGE**

- Three candidates came forward for the Director at Large position – Keith McEwen, Karla Clarke, and Bill Rivers
- All three spoke on why they put their name forth
- A secret ballot was conducted
- Monica and Joanne counted the ballots
- The majority voted in Karla Clarke and Keith McEwen
- Bill congratulated the two members that were voted in
  
- Ron graham took a moment to thank the Board, especially Phil and Jason, for the countless hours they logged over the years

#### **8.0 Adjournment**

**A motion was put forth by Phil Clarke to adjourn the AGM 8:26 p.m.**

**1<sup>st</sup> – Karla Clarke**  
**2<sup>nd</sup> – Jarrett Thompson**  
**Unanimous**