

# Nepean Girls Hockey Association (NGHA)

## 2019-2020 Board Meeting Minutes

**Date:** June 16<sup>th</sup>, 2020

**Time:** 7:00 pm

**Location:** Video-conferencing

**Present:** Tracey Gillies, Karen Major, Gerard Gagnon, Jarrett Thompson, Stephen Bent, Karla Clarke, Chad Chambers, Mike Speer

**Regrets:** Tony Matson, Wendy Baldin, Les Banks

**1.0** Call to Order [President]: 7:08 pm

**2.0** Minutes from the May 12<sup>th</sup> 2020 Board of Directors meeting approved by Stephen Bent (seconder: Chad Chambers)

**3.0** Introductions [President]

- A discussion regarding the upcoming season took place including what needs to be planned given the unknowns of timing, as well as the restrictions based on the return to play guidelines laid out by the Ontario Women's Hockey Association (OWHA).
- An update was provided that while no specific direction on Annual General Meetings from OWHA has been provided to date, planning should be taking place to ensure things are in place when we are encouraged to proceed.
- The importance of examining the roles of core volunteers was raised to assess if any changes are required to best support and utilize the volunteers for the upcoming season. It was emphasized that the volunteers are invaluable to the NGHA and that they should be thanked for their work.
- An update was provided that OWHA will be holding a call within the next week with association Presidents to provide updates.

**4.0** Policy, Safety and Risk [Director of Policy, Risk and Safety]

- It was reported that plans are underway to update the Constitution and policy documents (as per OWHA direction). It was acknowledged that given the updates to the Constitution, mandated by OWHA, it is a good time to determine if any additional constitutional changes may be needed.
- The following updates pertaining to the Covid-19 pandemic were provided:
  - The city of Ottawa will provide direction regarding how hockey associations will be allowed to use city-run arenas once open.
  - In order to assist with this coming year, it was reported that careful planning and additional volunteers will be required to ensure the season runs safely and all health and safety requirements are met. It was suggested that it may be ideal to have a volunteer within the NGHA with a public health background

(e.g. nurse) to assist with meeting the health and safety requirements under the Covid-19 pandemic return to play protocol.

- Policy details pertaining to the Covid-19 pandemic will have to be examined.
- Team trainers will have extra safety responsibilities and it would be wise to ensure there are a minimum of two trainers per team.

## **5.0 Registration [Registrar]**

- The following updates were provided:
  - To date, 458 players have registered (generally even across divisions). Another email blast to members will be sent to encourage registration and to clarify that there is no payment required at this time.
  - New online system is coming from OWHA to attain player information to alleviate the need for paper documents (e.g. team waivers)
  - An email communication from ODWHA indicates that all teams that finished the season in first and second place are recognized on their website. First place teams will receive a medal and banner and second place teams will receive a finalist banner.
  - First wave of player releases have occurred

## **6.0 House league [House League Directors, Policy, Risk and Safety Director]**

- The following updates regarding Team Budgets were provided:
  - Most teams have settled their ice invoices (refunded or paid)
  - Goalie equipment rental cheques have been issued so budgets can be finalized. Collection of equipment will proceed once procedures are in place to do so safely.
  - Further communications to teams have been sent to clarify that teams are not obligated to follow the NGHA Team Finances Policy at this point in time due to the provincial restrictions (because of the Covid-19 pandemic).
  - The Treasurer Admin has been handling the writing of cheques for ice credit and goalie equipment refunds and the cashing of ice invoice payments to facilitate team bank account closings once the restrictions are lifted. Going forward, consideration should be made as to how the need for cheques may be reduced as it is recognized to be a considerable amount of work for the Treasurer and Treasurer Admin volunteers.
  - Team budgets continue to be finalized. Options to facilitate team bank account closings under the current restrictive climate were discussed. The Policy Risk and Safety Director and House League Directors will talk further to determine how to proceed with closing out the season.
- Instructions have been sent out to coaches and managers to collect jerseys by June 30<sup>th</sup>.
- An update was provided that coaches will be posted in alignment with posting of competitive coaches, which will occur when it is determined to be reasonable to proceed with specific details. It was recognized that the many unknowns attributed to the fluidity of the current situation under the Covid-19 pandemic, may impact important details such as number of teams.

## **7.0 Finance [Treasurer]**

- N/A

### **8.0 Competitive [Vice President of Programs, Competitive Directors, President]**

- The following updates were provided regarding end of season procedures:
  - Communications have been sent to teams regarding jersey collection procedures. The jerseys will go to the coaches to hold until new coaches are announced.
  - Convenors are in the process of approving final team budgets (still waiting on extra insurance confirmation in some cases) and have clarified that bank accounts cannot be closed until further direction is received.
- The following points were discussed regarding the announcement of coaches and teams for the 2020-21 season:
  - It was recognized that there is a lot of interest in learning who the new coaches will be for the upcoming season.
  - The challenges of announcing coaches while not knowing what the 2020-21 season will look like in terms of number of teams and logistics, were discussed. It was also raised that since there will be no out of town tournaments, it takes some of the pressures for advanced planning away.
  - The Ontario Women's Hockey Association (OWHA) has not provided specific details about timing of the season as the situation with the Covid-19 pandemic is fluid and overall decisions will be determined by public health direction. It was reported that there will be regionally-based direction once return to play is permitted.
  - Details of ice assignment, cost and availability are unknown at this time.
- It was recognized that another communication to membership may be needed to confirm any updates and specify the unknowns including information regarding coaches (explaining the difficulties with unpredictability at this time).

### **9.0 Ice**

- N/A

### **10.0 Round table items**

- An update on the Mary Lou Zywicki bursary awards was provided. It was reported that information has been requested from the Treasurer to determine how much money is available for bursaries. Winners will be announced shortly.
- The Toni Guimaraes bursary applications were reported to be in the process of review by the Guimaraes and Thom families who will award the successful candidates soon.

Motion to close the Board meeting by Tracey Gillies (seconder: Karla Clarke)

Meeting closed 8:19 pm