

**Nepean Girls Hockey Association (NGHA)
2022-2023 Board Meeting Minutes**

Date: October 3rd, 2023

Time: 7:00 pm

Location: Echo Room, Minto

Present: Claire Bellefeuille, Lisa Camilucci, Tracy Foster, Eric Pickering, Kim LeClair, Lisa Tizzard, Rob Mahoney, Justin Jedlinski, Kevin Singer, Rachel Ellison

Regrets: Ray Murphy

1.0 Call to Order [President]: 7:05

2.0 Welcoming remarks [President]

3.0 [President]

- Head Timekeeper Position
 - Sherry will be leaving the head timekeeper position in November. Would like to offer an incentive (Registration fee) to someone in the membership willing to take on the role for a 1 year trial period. We will reach out to membership to find someone for this season and see how it goes.
 - At the end of the season we will reevaluate and make a decision to retain this position or look at other options such as the role of timekeeper being transitioned to a role within each team. Some other associations currently operate this way and it could be a viable option.
- Roles and Responsibilities
 - Would like to review roles and responsibilities laid out in the constitution to ensure we are fulfilling the duties of each role. The board workload is currently very high and we would like to create the capacity for working beyond KTLO. We would like to be able to focus more on projects that will enrich the hockey experience for our players. Can we brainstorm ideas for increasing our capacity?
 - Are convenors being underutilized? Do we need more experienced convenors or more guidance when taking on that role where they could possibly contribute more.
 - Coaches need more guidance when stepping into their roles. Coaches should be notified earlier in order to start working training for required qualifications.
- Start Stop Continue (SSC) exercise - The Start, Stop, Continue exercise process will help us determine what we should start doing, what we should stop doing, and what we should continue to do for future initiatives. Would like to initiate a Start Stop Continue exercise in the near future.
- Strategic Planning Meeting and full Policy Review - This will include the SSC exercise plus a full policy review, update and cleanup of information on the website. Updated policy and FAQs documentation could help with the many questions coming from managers, coaches, teams etc. This meeting will be separate and take place outside of the regularly scheduled board meeting.
- Discussion on Treasurer Position - Ray Murphy is leaving the role of treasurer and we are looking at Brynn McMahan as a possible replacement. Ray will wrap up the review and breakdown of registration and provide a handover to the new treasurer.
- Mentorship Program for House and Competitive - Would like everyone to review and provide feedback on the TOR for the proposed mentorship program by EOD Thursday. If there are no

issues we will give them approval to move forward. Currently have 2 teams onboard to participate.

4.0 Competitive Updates [Competitive Directors]

- U9/U11 Tryout Debrief
 - U11 - 65 players and 9 goalies tried out for 4 comp teams at AA/A/B/C.
 - U9 - 24 kids for 1 U9B team. 2 U9 goalies withdrew during tryouts.
 - With regards to the new tryout process feedback was generally good
 - Scoring and data for players was very good but there may have been a little too much ice towards the end and we may need some refinement to this process. The tiering may need review as well as compensation for evaluators.
- Pathways - Thank you to House Directors for help with pathways. The registration route didn't work well and we may have to look at assigning sessions next year. We will resume pathways planning at a later date.
- Ice scheduling and game scheduling is on track.

5.0 House League Updates [House League Directors]

- Quick HL Update: We just completed a long month of sort outs and all teams have finally formed. Rosters are now starting to roll in - not all teams are there yet, but we are confident we'll be ready to go for the weekend following thanksgiving where our official season will begin. We're also pleased to report we've found volunteers to take on the U9 & U11 convenor positions - for the first time since before the pandemic - we finally have a full house of volunteers!
- We're hosting our managers meeting here tomorrow evening. If anyone from the board wants to come sit in, you're welcome to join.
- HL affiliation: As mentioned, some house teams are still in the process of submitting rosters - therefore not every player is yet approved to be called up. It is really important that competitive coaches and convenors be made aware of the approval process and we expect them to follow it. In previous years, there have been numerous instances where the process was not followed, which led to further complications. Our affiliation policy on our website is outdated - this will need to be updated ASAP. In the meantime, Tracy & I will work on a document that clearly outlines the process and will share it with the competitive directors.
- At our last board meeting we talked about our U18 HL goalie shortage. As a last resort, we sent an email out to our membership asking for players who were interested in trying the position - we had 2 players step up as full-time goalies and 1 part-time. These are all new players so will need to focus on training. To that end, we'd like to propose - on a trial basis - a goalie mentor position for the 2023-2024 season. This individual would agree to be a goalie mentor - would attend practices throughout the year to work with younger goalies (or in HL's case, also with our new U18 goalies) and would also be a point of contact for coaches - to help them learn how to train and work with their own goalies. We would propose a honorarium for this individual - to help cover costs associated with traveling to these practices.
- **MOTION: Create goalie mentor position with honorarium. Motion PASSED.**
- HL is looking into our options for photos this season. Before we book, we want to discuss with competitive as to their plans so we can coordinate our efforts as needed.

6.0 Programs [Vice President of Programs]

- Coach mentor Program - Speaking with some experienced coaches (Corey, Annie, Maggie) regarding a potential Coach Mentor position/program that would service the entire organization.

Program would offer coach resources and feedback, advice on planning practices, drills, mid season check ins etc. We would like to see a proposal including scope and framework.

- Wildcats Day - Would like to attempt after scheduling is complete. Maybe multiple days through the season for different levels. Could be a potential fundraising opportunity for teams.

7.0 Operations [Vice President of Operations]

- Ice scheduling has been done, however Yzerman arena will be out of commission for an extended period.
- New Social Media Coordinator is Kellie Stewart
- Reviewing Import policy
- Looking at doing budget approvals in some way other than in person, too difficult to schedule.
- Non Parent women coaches reimbursements. Will collect receipts for season expenses and submit them for reimbursement.
- DIFD Tournament
 - Maggie Brennan will be social media coordinator on the tournament side. Will be looking for tournament pictures from House and Competitive - Both from DIFD and from other tournaments as well.
 - Raffle basket funds have been allocated and Susan Amadio is taking the lead on putting together these baskets.
 - **MOTION: Allocate funds for towels as tournament giveaway PASSED.**
 - **MOTION: Allocate funds for tournament decor PASSED.**
 - Tournament volunteers are needed and will be sending out a call for volunteers to membership.

7.0 Policy, Risk and Safety [Policy, Risk and Safety Director]

- Affiliation policy review has been completed
- Next policy for review is Fairplay and is in draft

10.0 Other Items [Roundtable]

[Competitive Director]

- Policy on competitive expectations - Is there a policy on competitive expectations as we are fielding a lot of questions on this. Is there a policy on tournaments and is there a cap? Should coaches be communicating expectations at the beginning of the season or before tryouts? With coach applications we could request coaching philosophy and expectations.

11.0 Approval of minutes from the Board of Directors' meeting held on August 22nd, 2023. Approved by Lisa Camilucci (Seconder Kim LeClair)