



**Board of Directors Meeting**  
Thursday, July 18<sup>th</sup> 2024 6:00pm  
**MINUTES**

**Attendance** – Kevin, Gord, Whitney, Jenna, Brad, Matt, Trevor, Jesse, Curt, Chris, Nik, Brendon, Noelle

1. **Strategic Plan – Phase 1** – Guest Sam Mowat  
Review of strategic plan process and overview of the 4 strategic initiatives.  
Review of Nik’s example of the strategic priority #2  
Brad to compile the strategic plan initiatives from each committee  
**ACTION:** Priority leads send out email to the group to recruit other members to their resource group and begin working on their tasks; send updates to Brad to compile for August meeting  
  
*\*\*Strategic Plan will be a standing agenda item for each meeting*
2. **Call the meeting to order – 6:38pm**
3. **Call for Conflict of Interest – None to declare**
4. **Approval of Agenda**  
**Motion** to approve the Agenda by Brad, seconded by Nik - motion carried
5. **Approval of Minutes** – Chair  
Amendment to the May 2024 minutes by Chris Collard “Voted by all” to “Motion Carried”  
**Motion** to approve the amended May 22<sup>nd</sup> Board Meeting Minutes by Trevor, seconded by Brendon - motion carried
6. **Approval of the Financial Statements** - Chair  
**Motion** to approve the July 9<sup>th</sup> 2024 Financial Statements by Nik, seconded by Jenna - motion carried
7. **Executive Director’s Report** – Kevin Bathurst  
Hockey School update – registration is strong, with the exception of the female group  
Additional ice time that was given back to the city from the female group could be reacquired and utilized for referee training  
Conditioning Camp update – numbers are increasing as the season gets closer  
2024-25 season rep team allocation (registration number review)  
Numbers are strong at U11 and U13 – potential for third rep team at U13  
U11 has a shortage of goalies  
Prioritize goalie development to increase interest  
Equipment is available to membership – available for the season  
U13A female team still in negotiations with other associations to find ice  
Numbers for U15 and U18 are strong  
Matt advised there is a possibility to acquire new goalie equipment through Vaughn  
**ACTION:** Chris and Curt to look into and apply for the Vaughn first shift program for goalie equipment

**ACTION:** Brad and Kevin to draft communication to membership regarding the availability of goalie equipment for players for the season to encourage more interest

**8. Administration Report – Chris Collard**

Registration is slightly ahead of last year; we are at 83% of membership registered. We also have 75 new players that have been added to Hockey Canada

We are 5% ahead of last year for tournament registration

We have increased our hotel block inventory – this will in turn generate more revenue for the association

Discussion over U13 Home Tournament

**ACTION:** Kevin to connect with Coco Cola Committee and provide progress update at August meeting

**9. Policy Updates – Kevin Bathurst**

**9.1 Signing Officer Policy**

Amendment made to the signing officer policy to include the First Vice President as a second authorization for e-transfers

**Motion** to approve the amended Signing Officer Policy and approve authorized signatories by Brad, seconded by Curt – motion carried

**9.2 Rep Tryout Policy**

Amend the policy to include board oversight prior to player release with President and First Vice President to sign off EDHO's recommendation

**Motion** to approve amended Rep Tryout Policy by Brendon, seconded by Trevor – motion carried

**10. Operational Items Requiring Discussion and Approval – Kevin Bathurst**

Organization Credit Card and Credit Card Processing System

Authorization Limit \$5,000 for credit card to allow for operational purchases

Receipts to be included with the statement and the reason for the receipt

Review and sign off of statement by President, First VP, or Secretary/Treasurer

Square to process payments for tournaments, raffles, silent auction; refunds only processed by the accountant

QR code to be created for each tournament

**ACTION:** Noelle to create credit card expense policy and circulate to the board for review and approval

**Motion** To acquire equipment for square payment processing and apply for corporate credit card by Nik; seconded by Brad – motion carried

**11. Director of Player Development Update - Matt Stang**

11.1 Matt is creating practice plans to increase effectiveness of practices for all coaches

11.2 Coach Development to increase their confidence and technical knowledge

11.3 Parent Education possibilities – offering seminars and information session on various topics

**12. Director's New Business**

12.1 **City Championships** – Jesse Wunderlich

Sub-committee will be created for the tournament

12.2 **Rep Jerseys** – Curt Jensen

Still collecting missing rep jerseys and will need to assess inventory and determine if new ones are required

12.3 **Coach Recruitment** – Jesse Wunderlich

Most levels are filled, with the exception of U11.

**ADJOURN** **Motion** to adjourn at 8:50pm by Curt, seconded by Nik - motion carried

**Next Meeting: August 21<sup>st</sup>, 2024 6:00pm – Breakaway Room**