



# **COQUITLAM**

## **MINOR HOCKEY**

### **COQUITLAM MINOR HOCKEY ASSOCIATION EXECUTIVE MEETING February 6, 2023 @ 7pm VIA ZOOM**

#### **VOTING MEMBERS PRESENT:**

President - Rubin Prince  
1st Vice President - Tami Lawrence  
2nd Vice President - Kylee Desharnais  
4th Vice President - Sandra Aubertin  
Risk Manager - Amanda Dishaw  
Coach Coordinator - Kelly Lawrence  
Parent Aux Chairperson - Linda Morales  
U8/U9 Coordinator - Kash Tayal  
U6/U7 Coordinator - Ian Esplen  
U11C Coordinator - Ashleigh Turner  
U13C Coordinator - Peter Aragon  
U15C Coordinator - Ryan Newman  
U18C Coordinator - Natalie Hayton

#### **VOTING MEMBERS NOT PRESENT:**

Treasurer - James Bushell  
3rd Vice President - Jolene Allegretto  
Equipment Manager – Kelly Single

#### **NON-VOTING MEMBERS PRESENT:**

Admin support - Hanna Vandereijk  
TOC – Jordan Gould

#### **AGENDA**

##### **Call to Order - 7:07pm**

##### **1. Minutes of previous meetings - (5 minutes)**

The minutes are to be amended to show the gaming grant was submitted June 3, 2022, not late last summer. **MOVED: Tami**      **SECOND: Kelly**      **CARRIED**

##### **2. Chair Address (5 minutes)**

A few conference calls have taken place since the last meeting and a couple of updates to share.

The Fraser Valley North President's conference call happened, regarding some overbooking and issues that have come up. We are looking at PCAHA, Fraser Valley North and the schedulers. They thought they had it under control, so they reached out directly to the ice allocators. The presidents weren't involved in that. The issue that they've run into is that they have pulled ice and now the game schedules for playoffs are conflicting with one another. There's a much better time this could be done, for ex. during scheduling break or spring break. We haven't done this in 3 years. This is the first time that we are back at it and they are learning again and trying to make sure that they have it under control.

The championship day is coming up for all of the house playoffs and the final games. The championship day is scheduled for the end of February. We need to make sure that we are available with a bunch of ice. We are hosting the U18 championship day.

We were allocated the U11 A4 final four, as the hosting association.

There's a lot of last-minute communication from PCAHA and many associations are scrambling to get things in place. We are going to continue to work on it and make any adjustments necessary.

On the call, penalty minutes came up. There's been a significant amount and parent issues that have come up with team officials, coaches, and managers. A call out to everyone to be aware. PCAHA and BC Hockey have said they will crack down on this during playoffs. 0 tolerance policies will be in effect.

Email from PCAHA was received, regarding reaching out to anyone directly from PCAHA. Just a reminder that all emails are to be professional and cooperative. Any emails that aren't will be directed to the presidents and disciplinary action will be placed on those individuals. Reminder to everyone that we are volunteers and so everyone at PCAHA is too.

The Poirier Sports User Group - A lot of discussion around Planet Ice and what the options will be going forward. This lease expires at the end of 2024/2025 and city council has this on their radar. This city of Coq. has hired a firm to review ice/arena usage. Based on numbers, within the next 5-10 years, recommendations to the city will be made on what the expenditures should be. A significant push for the curling group to have an opportunity to have a group in the City of Coq. This is slipping slightly due to timing, but the proposal will potentially look at Planet Ice. The city isn't willing to fund it.

A couple things to review, that we presented months ago:

1. **Additional showcase space** - The city of Coq. has agreed on this, but with 100% cost to the association. There will be designated areas for this. For ex. outside of AR 2, in the lobby area and potentially around AR 3. CMHA to decide if we want to move forward with and budget an expense for this. The city is discussing costs with their vendor, and they will present that to us.
2. **The video board at Poirier** - This has been approved. They aren't removing the existing scoreboard in the middle of the arena. The board will go on the east end of the building. It's a full video board with hook up capability for live stream playback, marketing, etc. The city provides service to whoever has the main rink booked at the time. The eta on this is TBD.

### 3. Reports

#### a) Administration

Hanna - Has created an Invoice and Membership spreadsheet to track what we pay for, the amount and when amounts are due. This can be found on the shared exec. drive. She's working on the admin. manual, grants, Volunteer Appreciation Night, and Annual Awards Night

Sarah - Working with Hanna on the google drive. Sarah has sourced out Microsoft and we are eligible for this grant if we want to switch over. Something for us to discuss and move forward with. She's also working on getting us a full cost for the website and TeamSnap, for us to switch over. Hopefully for the next meeting she will have this. Also, for us to purchase a different and available domain name for the association.

#### b) Treasurer -Not in attendance

#### c) Risk Manager

Hockey Canada is switching their insurance, as of March. 1/23. If anyone has any events that require sanctioning, there is a new process. Please reach out to her and she will get you in touch with the right people at BC Hockey.

Update with pending legal - We haven't heard back on the actual filing of a lawsuit. The board will prepare all necessary documents and emails as required.

The president will provide the BC Hockey memo to the Risk Manager, and she will pass it onto the managers.

A couple of people have reached out regarding end of year practices and siblings being allowed on the ice. The PCAHA risk manager has been contacted and the answer is no. The reason is due to insurance concerns. If anyone has a team looking for guidance, direct them to the risk manager.

#### **d) Equipment -Not in attendance**

#### **e) Coach Coordinator**

Everyone is cracking down on penalties. Talk to your coaches and to your team. Let them know to play the game, work hard and that's what it's about.

Part of the problem has been that BC Hockey is behind. The PCAHA disciplinary officer has had 1200 disciplinary cases to look at, compared to 600-700 from last year. PCAHA is extremely concerned. We want to make sure everyone is on the same page and we need to support them.

#### **f) Tournaments -Not in attendance**

As per the president, we're just continuing with the ones in our calendar. So far, they have been fairly successful and given a profit back to the team.

#### **g) Technical Operations Coordinator**

Hockey Director proposal was put together and sent to the board for review. We need additional support from people with hockey experience helping to make the daily decisions regarding development, team decisions, overseeing all divisions: house and rep. We covered rep well this year, but not house divisions. To be brought on: Ty Babych and Matt Gauld. Matt has experience from Ontario. Ty wants to take on the younger age group and the TOC would like to oversee the U11 and U13 groups.

**What would the process look like from a division director/coordinator perspective?** The proposal would allow for them to oversee as much as they can. For the TOC, it was a lot. Matt would be doing the U15/U18. The VPs would work directly with the hockey directors. The proposal would be for the members to be doing more of the on ice/hockey side of it and the VPs would assist with the communication, planning, etc. This plan would help build a culture within CMHA that would help keep people and bring people back.

**How would you work with a coach coordinator, in terms of hiring coaches?** The proposal would allow the coordinators to be working directly with the coach coordinator to make decisions and put coaches in place that would do well.

**How would this help a coach coordinator in general?** Having assistance choosing coaches. They would balance out teams and re-balance if required. Evaluations would be more balanced with the 3 of them from a parent standpoint. These 3 guys they network and know a lot of coaches for recruiting and in working together that would be key in selection. From other team coaches' standpoint, it looks good having these guys. Having 1 TOC is not enough for our association size.

**Potentially next meeting, Matt would like to discuss his plans for U15/U18 development.** He sent his plan to the coach coordinator at the beginning of the year.

A developing committee and team would make the decisions. We would report directly to the board and have that person who oversees the meetings and taking notes. The board needs to assist in our decisions.

In developing a culture, the TOC would like to bring coaches that played or are from Coq. Back. He wants to build up the mentor team and making volunteering suggested for all U18, including house kids. If we make it fun and good development, that's where the culture comes in.

**Spring programs** – We can only get 3 ice teams this year. Next year, push harder to get more ice and start a 3 on 3 spring league or pure development league geared to multi sport athletes. Focus on development of the players.

**The board will discuss this proposal.** This would have to be part of our budget proposal for next year, it would set next year's board up to have individuals in place. Everyone is to review the TOC's proposal and send questions to president if they have any and it will be presented back to him. Officially, we wouldn't pass a vote because we have a TOC in place. The contract for the TOC runs out in May, the proposal would be structured for what the new change would be, and we would vote on putting that in as is. **TOC to restructure proposal based on board's questions, put this on the next agenda and vote at the next meeting. Email questions to Rubin by Sunday.**

#### h) Other(s)

**Registrar** – Not in attendance

**Ice Allocator** – Not in attendance

**Referee Assignor** – N/A

#### **Referee Training Coordinators**

##### i) PAC

**i) Awards Night** – Linda and Hanna are working on this first. We are working with Natasha on a date for Ar 2, or potentially the Poirier forum. It's been a challenge hearing back from the city, and it's been about 2-3 weeks. This will take place the last week of March, or **first week of April**. It will be an evening during the week. We've gone through all folders on the old drive and copy old files over to the new drive. Everyone has access to this to view. We have files in there to companies we've reached out for catering and entertainment. As soon as we get a date, it will get things together for our invitations and it will provide a date for the Volunteer event. Our plan is to put a committee together and send an email to those who need volunteer hours. The event numbers will be based on how many banners and awards will be won in reg. season and playoffs.

**We need some assistance with the nomination process started.** Linda to reach out to previous volunteer coordinator for this info. Hanna received a variety of documents from current and previous volunteer coordinator. If anyone knows where the nomination form is, please email to Linda. Online form (Google forms or JotForm). We have an open opportunity with Hanna to set this up for going forward.

**Regarding the Banners, an email has been sent to coordinators and VPs looking for assistance. Please provide your team banner winners (for U11 and up) for reg. season.** We need this for an approx. headcount. We need the list of graduating players from U18, because we recognize them as well. 1vp to email to PAC this info.

We have quotes from BBQ companies, food trucks and entertainment. We need a headcount before firming up.

Tournament winners aren't usually included. A year end bulletin can be issued out, recognizing those teams.

For entertainment purposes, Hanna has looked into some arcade/sports games and a photobooth. Ice cream or mini donut truck as well.

Medals – for the final 4's. 3vp would know this info.

## ii) Volunteer Appreciation

Quotes on venues and ideas on the drive. 2 per team fits in the budget and with 100-person capacity. Invites will go to the board members and support team. In the past it has gone very well as a formal event. If the budget needs to be revised slightly, funds can be allocated. Hanna has revised the donation request letter and will reach out for donations and to boost the prize table. Hanna's fantastic with all of this. We welcome any feedback and ideas that you pop our way. Once dates are firm, we will be the call out for help, for people who need volunteer hours.

### 4. Correspondence – None

### 5. Unfinished Business - None

## 6. New Business

### a) Season League Results & Playoffs Start

We want to make sure we are there supporting our teams. Please reach out to the president if you need support. When we host the final 4 for U11, we will have to do some things in advance and have people available to be there as the host association, to provide oversight. We aren't expected to do much, besides providing the ice. PCAHA will run it, but we should have a couple contact leads available. We hosted the U18 scholarship game last week and we want to make sure that we're organized going forward.

### b) AGM

We need to choose a date and location for the AGM. The AGM must take place prior to June 5, as a bylaw requirement. With last year's zoom technical difficulties, it's recommended to do it in person. Our finances need to be in order and for our accounting firm to review everything. April 30 is our official year end. At this year's AGM, last year's financials should be discussed. A basic budget should be in place and the audited books can happen later. AGM date discussed: May 10. Everyone to make sure this works for them. Last year's count was approx. 50. The room across Poirier to be looked at for the location.

Thank you to everyone who responded regarding board positions, on who's interested in returning. The board positions are ones that people can contest and run against someone, so we don't normally say what positions people are interested are coming back in. The board has a significant number of positions available. At the executive level, there's a 2-year cycle that's voted on and individual directors are 1-year positions. This is being compiled and will be sent out to everyone.

The president will draft an email to the board, mentioning that we will be recruiting and need additional people to join the board. Anyone who is interested can reach out to the existing board members.

## 7. Round Table – Director Updates – 25 minutes

**Ashleigh** – An incident occurred with one of our players, on the U11 C team. A racial slur was used against one of our players. They are determining where this happened, and this is just to inform of everyone of what's happening.

It's exciting that a couple of the teams won their banners and they're going into playoffs.

There's also a lot of frustration from coaches on how PCAHA hasn't sent info on how the playoffs are happening for the C league. It's not on their website. A lot of coaches don't want to come back in result.

The president will follow up with Christine on additional info.

**Tami** – Accolades to the U15 A3 coach, who did a practice game for referees to get trained for rep U15 A. A thank you note was provided for the BC Hockey league from the lower mainland. There were 6 refs there training, which went very well.

For U15 A, a lot of minor admin issues with U15 A group this year.

PCAHA has ordered the banners, but no eta on the delivery.

**Sandra** – Just wanting to make sure that the admin positions are evenly balanced

Sarah is assigned special projects and Hanna is assigned the admin functionality. These have to be looked at. Hanna is interested in staying on with us and Sarah and the president haven't had this discussion yet.

**Natalie** – Did we discuss at the AGM that the ref in chief would be removed from the board?

Sponsorship was removed as a board position years ago and a volunteer can step in.

An award for the coach that passed away. His wife wants to provide a \$500 bursary to CMHA to a U18 player. This can be used for hockey registration, equipment, etc. She wants help with what to make the nomination. Recommendations will be provided from an outside source from Amanda. All awards are listed in the document from PAC. If bursary is going to be annual, this should be put into a bank account and awarded each year by the family. This can be directed to the president if we go forward with it annually.

**Kylee** – For the volunteer reconciliation, a spreadsheet was sent out to all. It doesn't identify who hasn't volunteered. Hanna to request for the reverse to be sent to the association – who has and who hasn't.

**Ryan** – There's been frustration with coaches around the U15 house league with PCAHA and scheduling. With having conversation with PCAHA coordinator, she's had her hands full. This has to do with an incident with one of our teams and Rid2ge Meadows. 3 of our Coq. Players receiving 3 and 2 game suspensions and a coach, due to the number of suspensions with the players. Support was given to the team manager with communication within the league. Numerous other games were being dealt with as well, resulting in schedule delays.

Passed onto the risk manager and IRC, we had an incident with 2 Coq teams at U15C level. A lot of hostility stemming from parents on one team. IRC has been spoken to about making sure we have senior ref officials and that they don't have any siblings. Another board member will be contacted to attend the first game to keep things under control. Re-assessment will happen after the first game.

**Adjourn 9:36pm**