



COQUITLAM

MINOR HOCKEY

COQUITLAM MINOR HOCKEY ASSOCIATION EXECUTIVE MEETING MINUTES November 7, 2022 VIA ZOOM

Board of Directors:

President - Rubin Prince
1st Vice President, Tami Lawrence
2nd Vice President, Kylee Desharnais
3rd Vice President, Jolene Allegretto
4th Vice President, Sandra Aubertin
Risk Manager, Amanda Dishaw
Coach Coordinator, Kelly Lawrence
Equipment Manager, Kelly Single
Treasurer, James Bushell
Parent Aux Chairperson, Linda Morales
U6/7 Coordinator, Ian Esplen
~~U8/9 Coordinator, Kash Tayal~~
U11C Coordinator, Ashleigh Turner
U13C Coordinator, Peter Aragon
U15C Coordinator, Ryan Newman
U18C Coordinator, Natalie Hayton

RIC, Vacant

ORDER OF BUSINESS

Meeting called to order at 7:05pm by Chair, Rubin Prince

1. APPROVAL OF MINUTES – minutes to be provided due to computer issue.
2. CHAIR ADDRESS
 - Hockey Canada has informed all minor hockey associations that they will not be collecting their per player fees for this season. The money will be kept by the associations to support initiatives within each association.
 - PCAHA vote on proposed bylaw amendment regarding Unsanctioned Leagues failed to pass with the necessary votes. Task force to review for resubmission at AGM.
 - PCAHA U18 Scholarship Tournament is planned to be hosted this year in late January. CMHA is looking to make ice available if required.

-Flight Placements for the regular season have been issued from PCAHA. CMHA did file review requests on two teams U13 A1 and U18 A1. Both requests were denied. Congrats to our U15 A1 team who will play in Flight 1 and our U11 A1 team that will play in the Inter-Conference Flight 1.

-The association continues to investigate programs, contracts, and other expenses that were placed previously on auto renewal payment plans. Challenge is to ensure that all such items are changed where possible to annual fee payment by cheque requisition for transparency. Efforts being made to ensure that these charges are corrected and required reimbursements are being made to the account holder.

-One such account is in regards to the association domain "coquitlamminorhockey.org". The association is adamant that this is the property and ownership of CMHA but we currently do not have the login credentials and registration of the account.

3. REPORTS

a. Technical Operations Coordinator

- i. Report presented on program results through fall season with the development committee. Overall feedback has been positive from membership and the board for actions and programs offered this season.
- ii. Proposal submitted for Winter Development. All required items, ie: ice, service providers have been confirmed for availability. Final approval required after review for posting for registrations as soon as possible.

b. Administration

- i. Introduction of new Admin Support – Hanna Vanderereijk. Hanna will be supporting the board with admin functions and has been assigned the admin and info accounts. The support role will be based on a 20hrs per week.
- ii. Introduction of new Admin Support/Special Projects – Sarah Loewen. Sarah was unfortunately unavailable to join meeting but will be starting with CMHA this week. This role has been assigned the secretary account. The role will be based on 20hrs per week.

c. Tournaments

- i. U13 A Tournament workbook almost completed. Awaiting final cheque deposits and bill payments.
- ii. Tournament was successful overall. Final game between Coquitlam and Maple Ridge unfortunately had to be cancelled due to player injury in first period. Originally game was to be rescheduled as an exhibition game but latest update indicates that this may not happen and that placements will be awarded regardless.

d. Treasurer

- i. All team accounts have been swept and have received their first payment transfers from CMHA general funds
- ii. The bank has been a little behind in actioning transfers etc.. due to a system upgrade and integration as a result of their merger.
- iii. The bank contacts, Peter and Caitlin, while working to help understand the needs of CMHA and also while working to ensure their system upgrade doesn't affect our accounts have ensured that they will support CMHA and are committed to ensuring our successful relationship.

e. Risk Manager

- i. E-Pact registration will be sent out by the end of the week to all member to ensure that we have the proper information available on file. A deadline for completion will be included and followed up with by the Risk Manager and the Admin team. Division coordinators will be kept up to date with any issues.
- ii. Investigations regarding an incident at Poirier Sports & Leisure Complex between a visiting player and spectators has been completed. Review with the other association to be held this week.
- iii. Reminder that players who are injured but are joining the team on the bench must be wearing protective gear at all times for their own safety. Recent incidents within other associations have resulted in injury.
- iv. A reminder email has been drafted for distribution to the membership regarding player eligibility in minor hockey when also participating in an unsanctioned league as per BC Hockey rules.
MOTION: Email regarding Player eligibility in minor hockey while also participating in an unsanctioned league to be distributed to the membership.

MOVED: Sandra SECOND: Ian CARRIED

f. PAC

- i. Photo Day has been set and teams informed. Photos to be hosted in the lower lobby of arena 1. Our new photographer is essentially full service and as such doesn't require support from volunteers. Teams have been booking times. Previous feedback from our previous photographer was that the background was not realistic to the look and feel of Poirier. New vendor has an assortment of backgrounds to select from.
- ii. Coach vs Coach Game – looking for opportunity to host in January. Date and time to be set with ice allocator. Opportunity to work with the Mini C group to play an intermission game. Focus to make this a fun and engaged event as the association hasn't had this game for many years now due to COVID restrictions.
- iii. First Annual Halloween Skate was a success. Attended by about 60 players. Could have had more as there were some no-shows and cancellations. Costumes looked great and the kids had fun. Candy for all! Looking to book a Holiday Skate in December as well. Thanks to Jolene and Kylee for their work on this event.
- iv. Annual CMHA Board Christmas Party to be booked and confirmed in the next few weeks.

g. Equipment

- i. Team Sponsorship requests received from the following:
 - 1. U13 C1 – practice jerseys sponsored by New West Chiropractic – approved
 - 2. U9 C1 – CMHA branded blanket fundraiser - approved

4. CORRESPONDENCE

- a. Email from city regarding Skate BC event November 10-13, 2022 informing of closure of Arena 1 areas and also the covering of trophy cases at back of arena.

5. UNFINISHED BUSINESS

- a. Referee In Chief
 - i. Currently CMHA still doesn't have a Referee in Chief as required by BC Hockey and PCAHA. This position in CMHA is a board level position. Due to our required commitment to ensure this position is filled we have been

- able to negotiate with two individuals who will take on the role of Referee in Chief in compliance with BC Hockey. They will be non-board members within the association and designated as Officiating Directors. Contracts to each will be issued from the contracts committee this coming week.
- ii. In addition our Referee Assignor – Tanya Chekaluk has been working diligently to coordinate a New Official Level 1 Clinic in CMHA. We appreciate Tanya’s efforts in getting this scheduled and supported.
- b. Tournament Director Contract
- i. Upon continued review of tournament revenues and the commission based role of the Tournament Director remuneration the following was proposed:
MOTION: The compensation for Tournament Director is to be set at 10% of visiting teams’ registration fees for an “A” tournament and 12% of visiting teams’ registration fees for a “C” tournament.
MOVED: Sandra SECOND: Tami CARRIED

6. ROUND TABLE

- a. Sandra – 4VP
 - i. There currently is an issue at Poirier regarding teams using the assigned dressing rooms. There have been a few scheduling errors at Poirier where either rooms were incorrectly assigned or not assigned at all. However the bigger issue is that some teams just aren’t abiding by the assignments which is creating an issue for subsequent ice bookings. An email will be sent to the city asking for accuracy and consistency regarding the assignments. Ask for each division director to email their teams with a reminder.

MEETING ADJOURNED @ 10:05 pm

NEXT MEETING: December 5, 2022