



COQUITLAM

MINOR HOCKEY

**COQUITLAM MINOR HOCKEY ASSOCIATION
EXECUTIVE MEETING MINUTES
December 12, 2023
at 7:00pm via Zoom**

Voting Members Present:

President - Ashleigh Turner
1VP – Jolene Allegretto
2VP – Justine Boulin
3VP – Sandra Aubertin
4VP – Aimee King
Risk Manager – Amanda Dishaw
Coach Coordinator – Ryan Newman
Equipment Manager – Tina Papa
Treasurer – James Bushell
PAC – Eryn Tite
U13C – Tiffany Simms
U7C – Warren Scrooby

Voting Members Not Present:

U15C – Vacant
U18C – Kelly Single
U11C – Scott Maglio
U9C – Jen Cesari
RIC – Mike Harris

Non-Voting Members Present

Admin Coordinator - Hanna Vandereijk
Development Coordinator - Jordan Gould

Call to Order - 7:03pm

1. Agenda Approval

MOTION: To approve the Agenda as presented, with moving the Development Coordinator and Coach Coordinator report to the top.

MOTIONED: Ashleigh

SECONDED: Tina

ALL IN FAVOUR

CARRIED

a) Development Coordinators - Jordan will be in attendance to discuss the U15-18 Dev. funding

Jordan attended on behalf of the Development Coordinators to answer some questions regarding the update to the development plan for U15 and U18 after Matt's resignation.

The discussion helped identify where and how to reallocate the funds, and how teams are able to use it. **The funds were meant to be a bit more broad and not meant for Jordan/Ty to be on the ice for a specific number of times with each team. It's meant for what teams actually need and could benefit from. It can be extra ice, development, or bringing someone in to work on specific skills.**

***Jordan exits the meeting and board discussion to continue later in the meeting**

b) Coach Coordinator

i) Coach vs Coach Game - Fun event! This was a huge success going off of feedback from others coaches and personal opinion. Raised a lot of money and food for a fantastic cause. Hats off to Eryn on the organization and Craig Fraser for being fantastic to work with.

ii) Concerns of note - Concerns that came from some parents, on one of our rep teams:

- HC Attendance
- AP Process
- Development Coordinator Usage

The response to this group was that it should have dealt with this immediately through a team official. A meeting was organized with coach committee members and team officials. The points of concern were discussed and solutions were brought forward.

iii) Coach Survey - This is complete. This is an important outlet to bring in feedback for our coaches and address if support is needed. It will assist with the upcoming season coach ratification as well. This will go out in the near future.

iv) Huddle - An email was sent out to the coaches regarding this platform. This was brought forward to Ryan's attention. You upload the video game play to this company and they provide stats, video clips, etc. Ryan has a company meeting tomorrow to discuss prices. This would be on a team basis and would be based on a 100% vote from families.

1. Continued - Minutes of Previous Meetings

MOTION: To approve the Minutes as presented, with the edit from \$300 to 300 tickets

MOTIONED: James

SECONDED: Warren

ALL IN FAVOUR

CARRIED

2. Chair Address

Huge thank you to Eryn, Ryan and the coaches for the Coach vs Coach Game. Everyone had fun!

PCAHA conversations - We need to do a better job as a board, to ensure coaches and parents aren't going straight to PCAHA. When there's an issue, people aren't following the proper procedures. We may need to send out a reminder about this.

U15+U18C Coaches - They are making good progress and this needs to continue

Parent involvement - This is at an all time high. One thing that was brought up from PCAHA was that they are developing an anti-abuse policy, around abusive volunteers and organizations. As an organization, we need to look at ways to prevent this from happening. Other associations are also experiencing this.

Tryout/Evaluation review and team selection process - looking to have a meeting in January on this. We've had a lot of issues with this and hoping we can bring this forward by impacting change, as well as balancing.

Holiday dinner - Thank you to Eryn for providing a very great dinner.

3. Reports

c) Administration

i) **Coach contracts and payments** - All contracts are in and Ryan has picked up the cheques for distribution

ii) **Jersey/Volunteer/Goalie Equipment Cheques** - I have gone through all of the cheques that were in the office. I will email out to the Coordinators/Vps, which cheques are missing or have incorrect info.

iii) **Other** - Currently working on clinic reimbursements and going through all the tournament documents.

iv) **Holiday Skate** - An email was sent out about this, but just a reminder, the skate has been cancelled. This is due to low sign ups. All those who signed up have been notified.

d) Treasurer

James noted that this would be his last meeting, and has resigned. He offered to stay on to take care of anything that's outstanding.

Warren - Do we have a plan in place before you leave? Ashleigh was informed 3 hours before the meeting, and a plan is forthcoming.

James noted a potential issue for the Board to review in regards to CRA, and considering employees versus contractors. This has been noted, and will be discussed by the Board moving forward.

Grant Update Status - We received our Gaming Grant for \$100,000, but asked for \$125,000. We didn't get our gaming grant last year because it was filed late. The letter did mention a few outstanding Gaming Reports, so he will go through and find those and make sure it's up to date, so that we are in a good spot moving forward. Copies will be sent to Hanna to save to the drive.

Online bank access - James noted he still did not have access to the accounts online. Also, he still had to go back to the bank to sign more paperwork.

Mandatory goalie fees - What did we do last season?

3vp - It's been mandatory in previous years for up to U15C and last year was the only year that we removed this.

Risk - A bigger conversation needs to be continued on this

Pac - CMHA didn't decide on this, but a few people did and it's listed on the website. This needs to be communicated to the managers and not just on the Goalie page.

MOTION: To eliminate the mandatory goalie fees for U15C and above

MOTIONED: James

SECONDED: Eryn

OPPOSED: X7

ABSTAINING: X1

MOTION DEFEATED

Coach Coordinator and 3vp not present for the motion

Coaching Apparel - A few coaches have put in a cheque requisition for coaching apparel.

President-We aren't paying for anyone this year and the teams are to budget for it themselves. The agreement was that with our new branding coaches would be given a specific amount, but after the first 2 years that's no longer agreed upon and we are on year 3.

The only exception is if Jordan wants to buy coaching apparel/aids, it would come out of the dev. budget.

PAC - Suggestion for moving forward: Anything relating to charging teams or that goes onto the website, this needs to come to the board and be approved.

President - Longer board meetings may need to be looked at, so that we aren't tabling multiple items

Dev. Coordinator 3 Conversation - Question whether money was owed to him has come up. **Matt is owed for the portion of his contract prior to resignation.**

MOTION:

To make an offer to Ty and Jordan for the reallocation of the portion of development funds from the Dev Co 3 role as proposed

MOTIONED - Ashleigh

SECONDED - James

OPPOSED - Eryn, Amanda

IN FAVOUR - x6

*** 3vp and Coach Coordinator not present during the vote**

MOTION CARRIED

Ashleigh will provide this to Jordan and Ty

e) Risk Manager

There's a lot of risk related issues right now, in all age groups. Coaches have stepped up and are taking a forefront on any actions/repercussions required. Anything further is being escalated to both risk and president and appropriate VPs. On the PCAHA risk manager calls, it's being attributed to potential missing out on socialization during covid. We're coming up with strategic ways to support everyone.

Massive thank you to Justine and Jolene for coordinating the bullying/diversity speakers for the U13/U15 sessions.

President - Please ensure that anything that's going on with your teams, to go through the appropriate channels.

Reminder - Please send any risk related issues to the risk manager

Failure for officials to have criminal record checks done - Please send to the risk manager and the Registrar. It's not a system error.

f) Equipment Manager

Equipment Lists - The last team had completed their equipment list. In the future this can't happen again, as now numerous emails are coming in mentioning damaged jerseys

U7+U9 Jersey sizes need to be addressed. This will be tabled to the January meeting. Jersey quotes will be looked into and this can be used to apply for the next Spirit of Coquitlam Grant (March is the next intake)

Rep Teams - There's been request on 2 pairs of socks for them

Locker Room - This is continuing to become very disorganized and the Equipment Managers will clean this up. Going forward, a signup sheet will be put in place and this will need to be completed.

Jersey/volunteer/goalie cheques - Thank you to Hanna for going through all of the cheques that need to be verified. If I had known you were taking this on, I would have helped you.

Coach vs coach jersey - Ryan is working on get these cleaned

Reminder - Please ensure all communication goes through email and not text

g) Tournaments

U13/15 and U18 need Treasurer review and approval of team profits to be transferred.

Happy with the profits from both tournaments, considering the combo of U13/15 and house/rep.

Tourneys are handed over to Michelle and Damian, but Eryn is staying on email until the prior two tourneys' funds are transferred. Also will remain a signer on bank accounts, due to the length of time to get on as a signer.

h) PAC

Photo days - went well, no issues. Photo packages have been picked up.

Coach vs Coach - SHARE fundraiser, we raised \$5,586.45

Board Xmas dinner - Took place on Dec 6 at the Keg and was lots of fun! We bought Hanna a GC for Christmas, as she wasn't able to attend the events. Merry Christmas Hanna!

President - We wanted to show our appreciation for all that you do for us Hanna. Thank you!

Volunteer Appreciation Night - Will be taking place the week of Jan 29, or the following week before playoffs.

Nigel Mackenzie trophy - This is being refreshed, as it had so many people on it that we couldn't fit the new people on it.

Foundation Fund Application Form - This has been updated and any applications will come to the PAC email. Once the amounts that have been requested, this will be brought to the board, without names for privacy. These funds will be coming out of the foundation fund account.

i) Other(s) (Registrar, Ice Allocator, Referee Assignor, Referee Training Coordinators) - N/A

4. Correspondence - N/A

5. Unfinished Business

i) Mike August Discussion - He's followed up and asked if we have any questions and we didn't have further discussion after the meeting, but there were some questions originally. Please review and provide to the president if there are any questions.

ii) Vancouver Giants Game - This is on Feb. 3rd and it's 300 tickets and the president connected with contact on how to proceed and he suggested that each manager get a spreadsheet with the number of tickets they want for each player and the tickets will be emailed to them.

6. New Business

i) BCHL discussion (Scott) - Tabled for next meeting, as Scott isn't in attendance

7. Round Table – Director Updates - N/A

MOTION: To end the meeting at 9:15pm

MOTIONED: Ashleigh

SECONDED: Amanda

ALL IN FAVOUR