



COQUITLAM

MINOR HOCKEY

**COQUITLAM MINOR HOCKEY ASSOCIATION
EXECUTIVE MEETING MINUTES
January 9, 2024
at 7:00pm via Zoom**

Voting Members Present:

President - Ashleigh Turner

2VP – Justine Boulin

3VP – Sandra Aubertin

4VP – Aimee King

Risk Manager – Amanda Dishaw

RIC – Mike Harris

Equipment Manager – Tina Papa

PAC – Eryn Tite

U18C – Kelly Single

U13C – Tiffany Simms

U9C – Jen Cesari

U7C – Warren Scrooby

Voting Members Not Present:

1VP – Jolene Allegretto

Coach Coordinator – Ryan Newman

Treasurer – Vacant

U15C – Vacant

U11C – Scott Maglio

Non-Voting Members Present

Admin Coordinator - Hanna Vandereijk

Call to Order - 7:05pm

1. **MOTION: To approve the Minutes as presented**

MOTIONED: Ashleigh

SECONDED: Kelly

ALL IN FAVOUR

CARRIED

MOTION: To approve the Agenda as presented

MOTIONED: Ashleigh

SECONDED: Kelly

ALL IN FAVOUR

CARRIED

2. Chair Address

i) PCAHA – Semi annual meeting is taking place on Jan. 28th, 9:30am via Zoom. We have 5 votes as an organization and 3 people need to be present. Ashleigh, Amanda, and Aimee will be in attendance.

3. Reports

a) Coach Coordinator

i) **Coach Survey** – 350 reviews (50% of our membership) came in, data has been vetted by Hanna and distributed to the coach committee for review. The committee will be following up with the coaches over the next couple of weeks. Non-coach responses will be passed onto the board.

Tina – Suggestion for next season would be to put out the survey either prior to the holidays or after

Warren – Shout out to Hanna for social media and sending out a lot of reminders

ii) **2024-25 Coach Application Process** - This has been begun. Current coaches have been asked to submit their intentions for next season. We have multiple A coaches who would like to return, and the committee is planning on putting their ratifications forward soon. Rep teams have been prioritized at this time.

iii) **Rec Coaches** – The coach committee will be reaching out to division coordinators for feedback on these coaches, which will assist with determining quality coaches for next season.

b) Development Coordinators

i) Their report was distributed to the board members for their review – We will discuss the points brought up around tryouts and Evaluations. An in-person meeting will be planned in the future to discuss. Their position titles and responsibilities were also mentioned and will be discussed further. Goalie Development costs are currently being discussed by Jordan and Sandra.

c) Risk Manager

i) Thank you to Warren, Ashleigh, Aimee and Scott for joining a couple of my committees and for everyone on their quick communication over the holidays.

ii) **Live Barn** – At the beginning of the year access was provided to on ice events at Planet Ice. We have 0 visibility at Poirier. We only have spectator video to reference to. Another association is using this as a coaching dev. tool for their teams. This might be something to consider for our association.

Ashleigh - We could look into a capital grant for cameras.

d) Equipment Manager

i) **Mini Cs and Jr C's** - More goalie equipment is needed.

ii) **Jr C Jerseys** - Aimee will work with Tina/Vanessa to order these

iii) **Younger Divisions Jerseys** - We need to decide if we are ordering these, or if we are going to apply for a grant to cover these fees.

e) Administration - Admin Report was sent out by email

i) **Removal/Replacement of Signer on Accounts** –

MOTION: To remove James Bushell as second signer on all CMHA accounts

MOTIONED: Amanda

SECONDED: Aimee

All in favour

MOTION: To add Ashleigh Turner as the second signer replacement on all CMHA accounts

MOTIONED: Aimee

SECONDED: Amanda

All in favour

Hanna will put together the Letter of Direction for the bank and will send it once signed.

d) Treasurer

i) Hanna emailed out some financials that she was able to acquire from Quickbooks

Sandra - The financials won't show complete accuracy as the books were not balanced by the treasurer. The suggestion is to hire a bookkeeper to balance the books.

Eryn - We have money budgeted for this to get things in order for the audit.

Ashleigh - Let's ask our teams to see if there would be a volunteer bookkeeper interested. The next step would be to hire someone, if we don't hear back from anyone in two weeks.

g) Tournaments

i) Damian has resigned and Michelle will complete the remaining tournament for the season.

ii) Contingency fee to be discussed further at next meeting

h) PAC

i) A donation has been made on behalf of CMHA to the Heart and Stroke foundation in lieu of flowers (at family's request) in memory of Leon Issacs, a longtime CMHA coach who passed away suddenly last month. The donation was \$100 but with the donation match it will be \$200 to the HSF.

ii) **Volunteer Appreciation Night** - is booked for Jan 30, 7pm at Golden Parrots pub

iii) **Awards Night** - is tentatively scheduled for April 10, 7pm at Arena 2. We are waiting for confirmation from the city for this.

i) **Registrar** - We have reached our payment due date and an invitation has been sent for families to reach out to us. The deadline is today. We've provided info on financial assistance options if needed.

5. Unfinished Business

i) Vancouver Giants Fundraiser Discussion - Hanna has been very supportive in terms of getting this moved forward and has created a spreadsheet. This has gone out to all team managers. The request is for them to sell the most tickets possible and the team that sells the most will be able to get a pizza party (up to \$250). VPs and Coordinators will also reach out to team managers asking if they need any support and provide the info again.

6. New Business - tabled to next meeting

7. Round Table -

Warren - Candy Cane Tournament was awesome and thanks to everyone who helped with it!

MOTION: To end the meeting at 9:22pm

MOTIONED: Ashleigh

SECONDED: Aimee

ALL IN FAVOUR