

First, we would like to start off by thanking the board for having us. There is a lot more to this role than we imagined and are thankful for the opportunity to be a part of our children's association from the other side.

When coming onto the board mid-August, we organized the equipment locker to ensure a successful & organized start. This included putting together the new goalie gear Kelly ordered for the U9 divisions and making sure all the sets were organized in proper divisions to allow for a smooth disbursement at the start of the season. Recommendation would be to update the goalie deposit wording to reflect two separate cheque amounts for the start of the season as they receive two sets of gear for U7-U11.

All pinnies have been organized in colors (senior/junior) and a legend at the front of each bin with the numbers in each and ready for evaluation. We would recommend that the person who signs up for this job return the pinnies how they are received (organized and washed).

The overflow of socks in the locker were counted and distributed to the teams, keeping costs down for the current 2023-2024 sock order. The Hockey Shop said sock orders take about 6-8 weeks for plain black/knit and longer if you chose to go with colored sublimated rep socks. There were complaints from parents wanting Rep to have the sublimated colored socks and two pairs, as in past seasons. Our suggestion would be that the new equipment manager get the order in soon and decide then if they should stay with all black or to get sublimated with the CMHA colours.

Puck bags are all ready to go and organized with 20 pucks in each bag. Received lots of emails from coaches that they would prefer 30 pucks given at the start of the season. Coaches have also expressed they do not want the cones as they are too difficult to pick up, see and are flimsy. Most coaches prefer the pylons. We don't have enough pylons in stock and would need to order more as we give 12 pylons per team. If are going to get rid of the cones and handout pylons the equipment lists for each division will have to be updated.

With the U6-U7 and U8-U9 merging, it was challenging to fit the age groups in jersey sizes so there was a lot of switching sets and asking people to have patience. There are spares, but not enough to go around. Detailed notes are a must, so that sets can be put back together at the end of the year.

There are also 18 jerseys that were damaged or not returned that we will need to replace. Cheques were cashed to compensate for the damage, others are the association costs. This order has been placed so that we get them in time for the start of the winter season. These jerseys have seen better days & we recommend the association replacing them in 2025-2026 season. Request to maintain the current Coquitlam logo visible as most people have made a significant investment on swag. Also, name bars if properly done to be allowed by the association. The cost would be per team estimating \$20.00 (including name bar, sewing it on/removal) ensuring that the jerseys aren't ruined for the next season, recommending a vendor such as (Hockey Shop). We also would like to say thank you to Brad at The Hockey Shop

who was always willing to lend an extra hand, provide assistants and provide quotes in a timely fashion and to Kelly who assisted us along the way and answered all our questions.

In closing our future recommendation would be that the ideal candidate should remain a two-person job & who can lift 50lbs as this job does involve a lot of physical activity lifting those jersey bags on and off the rafters. The jersey locker has been organized to have the older divisions on the bottom/middle racks as they are much heavier and the younger division on the top. A person who lives close to the arena because the start/end of the year there are a lot of requests for things and most people want things that day and don't want to wait a couple of days. This is a HUGE responsibility & then collecting the jerseys at the end of the year takes weeks. Volunteers are a help, but it's the before/after the scenes that takes numerous hours. I would also ask that Coordinators, VP's, etc. help support this role more from ensuring that Managers read the Equipment policies as most of the jersey damages were due to mold (by kids leaving jerseys in bags) and sewing or ironing on the "C" and "A" logo to the jerseys. Also having the jerseys returned - washed, repaired if there are any damages, on hangers, in numeric order, in the jersey bags as they were given as this causes a lot of issues when the majority of the bags are coming back missing numbers, not washed, etc.

We have completed this term successfully and we wish the next Equipment Managers all the best for 2024-2025 season.

Thank you,

Tina Papa and Vanessa Phillips