

Capital Region Female Minor Hockey Association
Board of Directors Meeting
Monday, March 9th, 2020
19:00 - 21:00
Location: BeConnected

ATTENDEES: Steve Marsh, Kristen Kay, Bruce Tuck, Kelly Finck, Andre Ouest, Maegan Thompson, Wse Crealock, Ian Fleetwood, Kelly Chaplin (by phone at 8:12), Brad Amson (arrived at 8:33)

REGRETS: Laurie Wishart, Lauren Syverson, Reg Gladstone, Donna Perman, Dana Johnson

ABSENT: Beth Bladon

GUESTS: Sarah Wegwitz, Sharon Lam

AGENDA:

1. Call to Order 7:20
2. Approval of Agenda - (Kristen/ Maegan - Approved)
3. Review and approval of February 10th, 2020 Minutes - change spelling of Lauren's name - (Maegan/ Bruce - Approved)
4. eVotes since last meeting:
 - a. **FEB 29 2020** - Motion to approve a budget for the purchase and engraving of awards (trophies, plaques and individual "keepers") to a maximum amount of \$800. (Wes Crealock / Maegan Thompson - Passed 13-0).
5. Business arising from Minutes:
 - a. July 16, 2019
 - i. Review VIAHA Female Regional Policy (Ian F) - PENDING
 - ii. Trademark the team name "Victoria Reign" (Wes) - PENDING
 - iii. Develop new website for mid-September launch (Donna and Ken Jones with Kerry Sedran) - Donna has gotten administrator rights and is going through and adding content - PENDING
 - b. October 15, 2019
 - i. Send letter to Victoria MHA board re dissolution of Saanich MHA (Kelly/Lisa) - DONE
 - ii. Draft policies regarding fees, refunds, withdrawals etc. (Kelly C) - PENDING
 - iv. November 12, 2019
 - i. Draft policy and stock response on how we respond to requests from third parties to distribute information to our membership (Wes) - PENDING
 - c. December 10, 2019
 - i. Storage Locker at Adams (Beth) - PENDING
 - d. January 13, 2020
 - i. Review options for use of credit cards to accumulate loyalty points (Kelly C) - PENDING
 - e. February 10, 2020
 - i. Coordinate team applications for BC Ferries Sport Experience Program (Kelly F) - DONE
 - ii. Renaming of Divisions to U21, U19 etc. by July 1st (Multiple) - PENDING
 - iii. Oak Bay Scotiabank Branch Sponsorship (Wes) - DONE
 - iv. Room blocks for 2021 Bantam Championships (Donna) - PENDING
 - v. Gift for graduating players (Lisa) - ordered - PENDING
 - vi. Annual Report (Ian) - PENDING
6. Correspondence
 - a. VIAHA - Travel Grants for 'A' teams - teams that qualified got \$300-400 travel grant

- b. Allie Moore (BCH) - Thank you note for her thank you gift
- c. BC Hockey Annual Congress (June 12 -14) - Registration is open - can't make decisions yet but putting on people's radar
- d. VMHA Spring League - got an invite for our Atom and Peewee players to participate in their spring league
- e. VIAHA Award and Scholarship Deadlines (March 31) - FYI and reminder
- f. BC Hockey Award and Scholarship Deadlines (April 15) - FYI and reminder

7. REPORTS

a. **PRESIDENT**

- i. Pearkes Recreation Centre - Ian has been in touch several times - recently heard back and was advised that one of our practice slots is being moved up to 5:30, and that they are taking everyone's ice allocation from last year and reducing them proportionately to address the rink closure. We have concerns in that this ignores the fact that we had already lost one ice slot from what we were originally allocated last year, and that our number of Saanich-resident players grew steadily after we were allocated ice for last season.
- ii. BC Hockey Membership Engagement Meeting - Summary - Kelly F, Andre and Steve - pretty good representation from around the Island. They wanted to know what associations were doing to encourage more growth. Kelly talked about our First Shift and Esso Fun Days programs, and that we have a position on the board that is intended to bring in new membership. There was talk about smaller associations up north having trouble recruiting. There was brief mention of safety concerns to do with concussions and a private company that does baseline testing of players for \$25 each. The group was advised that the company that does electronic game sheets is going out of business and they are looking for a replacement. They have a lot of coaches lined up to do coaching clinics, but can only get ice time during work hours which doesn't work for volunteers. Barry brought up splitting the season into two parts - so kids who play other sports etc could play one half, but not the other half if they don't want to. Also discussed the impact of academies on registration and that they're trying to bring the academies under the Hockey Canada banner.
- iii. Legislature Recognition - Summary - the ceremony was brief and fun.
- iv. BC Hockey Community Asset Project - Survey - encouraged all minor hockey associations to do this, Ian did the online survey a week ago. It's actually a research study by UVic that asks a bunch of questions about resources, what the board brings to the table.
- v. Succession planning - Ian has touched base with many people in recent weeks, will reach out to everyone in person and by email if necessary.
- vi. Coronavirus concerns - sounds like they're thinking about cancelling sporting events, and with tournaments coming up etc. should we be putting a statement out or anything. Maegan thinks we should amplify what's already out there. CDC and BC Hockey memo. Vernon, Kelowna, Richmond, Tri-Cities are hosting tournaments and provincials we will be attending, so we can watch their info as well.

b. **VP ADMIN**

- i. Motions for VIAHA AGM (Due March 15):
 1. Limit travel for recreational hockey (collaborate with Triport?)
 2. Limit goal differential for tie-breaking purposes (in all recreational leagues) to 5 goals - perhaps with losing sportsmanship point for a 7 goal differential, and coach one game suspension if 9 goals or more differential?
 3. Revise female recreational playoff format to match male

c. **ADMINISTRATIVE REPORTS**

- i. Director of Safety & Risk Management - issue with player withdrawing due to team dynamics. Kelly offered for the player to join the other C team for remainder of season but hasn't heard back
- ii. Director of Managers
 1. Esso Medals of Achievement - Will be distributed after meeting tonight
 2. Feedback forum for 2019-20 season - survey monkey? Coaching survey? Probably both but not at same time, and we will want to reiterate importance of responding.

iii. Director of Governance - none.

d. TREASURER

i. Officer Report

1. Our financial situation is better than it has been since our large grant and income from the Rivalry Series game events. We now need to start paying spring/summer bills and need to determine when we will start collecting fees for spring/summer..
2. Concerns regarding Scotiabank fees for Team accounts and access - some teams are finding they are being charged \$15-30 or more in monthly fees because the basic \$3 monthly fee they are charged as community organizations only includes 10 transactions, and that other fees are still charged per thousand dollars, for coins etc. We will also need to figure out what will happen with accounts until next season after teams empty their accounts at season-end - perhaps ask them if they can just suspend the accounts from April 30th to end of August. With the amount we pay on fees on our main accounts, we would like to avoid teams having to pay additional fees on their accounts.

e. FINANCIAL REPORTS

i. Registrar

1. Esso Fun Day - normally limited to 35 players, we are being allowed to register 45 players. Currently there are 25 registered and 7 intro-level players who want to participate.
2. Laurie predicts that for C teams next year we'll have:
 - a. U7 - 2
 - b. U9 - 3
 - c. U11 - 2-3
 - d. U13 - 2-3
 - e. U15 - 1
 - f. U18 - 2
 - g. U21 - not discussed

ii. Registration Fee Policy 2020-21 - PENDING

iii. Director of Fundraising

1. Charitable Donations
2. Grants
 - a. Matching funds came through for Giving Tuesday
 - b. CAAWS - WISE FUND (Ian) - DECLINED on March 6
 - c. viaSport "Hosting BC" - SUBMITTED on Feb 6
 - d. VIHA Community Wellness Grant (Geo 3) - SUBMITTED on Feb 26
 - e. VIHA Community Wellness Grant (Geo 4) - SUBMITTED on Feb 26
 - f. Victoria Foundation - SUBMITTED on March 2
 - g. Upcoming:
 - i. BC Community Gaming Grant (OPEN)
 - ii. Canada Post Community Foundation Grant (March 9)
 - iii. Canadian Tire Jumpstart Community Development Grant (Mar 23)
3. Sponsorship
 - a. Dodd's Furniture - Peewee A jerseys - still trying to determine if this is happening for this year, though likely not. Sukhi Paul to confirm.
 - b. Scotiabank - Extended sponsorship opportunity (Lisa) - PENDING
4. Fundraisers
 - a. Midget 'A' Chuck-a-Puck (Feb 11) - Summary - raised \$456
 - b. Jersey auctions - Meghan Agosta Jersey - not taken by person who won so back up for auction

- c. Possible silent auction at Hayley Wickenheiser event (March 23) - offering some ticket deals for this event to our association - considering whether to have a silent auction for our remaining Team Canada jersey at this event
 - d. CRFMHA Association Raffle fundraiser (Kelly / Laurie) - tickets have been distributed to teams
 - 5. Sponsor recognition T-shirts for 2020 - will be providing all players with a dryfit shirt with our sponsor's logos printed on them in colour. Cost is \$16 each. Agreed to proceed by consensus.
 - 6. External funding plan for 2020-21 season (\$30,000):
 - a. Playoff Hockey Draft in early April (\$1000) - CONFIRMED
 - b. Bottle drive - Bottle Depot: Sept 12-13, 2021 (\$3,000) - CONFIRMED
 - c. Regular Season Hockey Draft in early Oct (\$4,000) - Geoff Gair
 - d. Social night in mid-October (\$5,000) - Kerry Sedran / Sukhi Paul
 - e. Giving Tuesday (\$5,000) - Ian Fleetwood
 - f. Tournament income (\$1,200)?
 - g. Association Raffle (\$12,000)
- iv. Director of Equipment
 - 1. Uniforms - we need to order a few more sets
 - 2. Equipment Storage
 - a. Requested - Panorama is clearing out some locker space and it has been requested but not confirmed.
 - 3. Equipment Purchases - nothing at this time
- v. Director of Tournaments
 - 1. 2021 BC Hockey Bantam Female Championships -
 - a. Form a Host Tournament Committee - for now just Donna and Ian
 - 2. Tournament dates for 2020-21 Season
 - a. Thanksgiving? - Note that the Gold rink at Pearkes will be down - maybe better to do a rep division since those teams are up and running a couple weeks earlier - maybe Midget A x 4 team event?
 - b. Remembrance Day? - Nov 11, 2020 is a Wednesday - makes a tournament tough. Could hold a jamboree for younger kids that day or a Remembrance Day tournament the next weekend.
 - c. New Years Eve - Maybe hold Bantam or Midget instead of Peewee because teams are more likely to travel?
- vi. Director of Ice Management
 - 1. Spring/Summer request to WSPR - PENDING
 - 2. Incidents
 - a. None
 - 3. City of Langford Parks and Recreation Workshop (March 4, 2020) - lots of requests from user groups for another ice rink, and a fair bit of talk of a multiplex
 - 4. Invoice teams for extra ice - some teams haven't paid for their extra ice - only about \$500, but we need to collect
 - 5. CARHA Pacific Cup Weekend (January 17-19, 2021)
 - a. Competitive - Ian has booked the Hope rink for the whole weekend next year - could do some kind of mini-series there
 - b. Recreational - next year we should request out of town games for all of these teams during the Cup, or we could book Gold River arena for these teams for this weekend and get all of the teams' away games done in that weekend
 - 6. 2020-21 Regular Season Requests
 - a. Review of ice allocation - underway

f. SECRETARY

- i. Officer Report - none

g. PUBLIC RELATIONS REPORTS

- i. Director of Communication

- 1. Goalline Website (Donna) - PENDING

- ii. Promotion

- 1. Arena advertising - Ken is working on them now
 - a. Panorama - 47 x 36" glass enclosure
 - b. Archie Browning - 11 x 17" wall poster
 - c. Oak Bay Rec Centre - will allow a display case that we pay for, same as SEAPARC
 - d. SEAPARC - will allow a display case that we pay for - cost \$400-700 at Staples, but Brad will look into his son-in-law doing them
 - e. Pearkes - Lockable wall bulletin board?
 - f. WSPR - has said to send them our info and they will place on new bulletin board
- 2. Awards (Wes) - 9 awards for this year. Already 6 nominations today. Tight timeline, need to get committee in place and decide probably on Sunday
 - a. Form an adjudication committee - non-hockey parents would be ideal. Committee - Wes, Kristen, Ian, Andre
- 3. Scholarships - We will give 3 scholarships at \$750 agreed by consensus. Group meeting Sunday will discuss criteria.
- 4. "Inaugural Season" Gift - ordered and will be here before banquet
- 5. Promotional Events:
 - a. PISE Family Sport and Recreation Festival (May 2) - Ian submitted application March 8
 - b. Victoria Day Parade (May 18) - Ian wrote to them three days ago and hasn't heard anything yet
 - c. Gorge Canada Day Parade and Picnic (July 1) - a family has offered to build a float - new board to decide if we participate

- iii. Special Events

- 1. Year End Banquet - April 2 @ Mary Winspear (18:00)
 - a. Attendance - 317 RSVPs - 193 \$20, 82 guests at \$29, tentative hold for 30 sponsors, invited 60
 - b. Budget - \$500 for decorations; \$1,000 hit on tickets, the banquet is currently costing us about \$1,200.

- iv. Brand, Identity and Marketing - none

- v. Recruitment/ Mentorship

- 1. Esso Fun Days
 - a. May 20 - June 24 @ Westhills
 - b. Applied to Hockey Canada (Maegan) - PENDING
- 2. First Shift - Applied - PENDING - Ian wrote to them strongly asking that they consider us. Ian will follow up asking if goalie session is going ahead this year

h. VP HOCKEY OPERATIONS

- i. Officer Report

- 1. Summary of VIAHA Female Conference Call (March 1) - Kelly, Laurie and Maegan sat in. We raised some issues (travel, goals, overage players)
- 2. Announce Spring/Summer Program - We will recruit our own name athlete to run the program. Maegan will do ice scheduling, and Bruce will fill in a matrix of skills to be taught.

i. OPERATIONAL REPORTS

- i. Director of Coaching
 - 1. Coaching survey - Bruce will provide content to Wes and Wes will put it in survey form
 - 2. Call for 2020-21 Coaches - PENDING
- ii. Director of Goaltending - none
- iii. Director of Development - none
- iv. Referee in Chief
 - Looking for some refs for this Saturday's games - Bantam C1, Atom C1, and also some Sunday games.
 - 1. Aug 9 and 23 Clinics - Kristen will look at online application for these - PENDING
- v. Director of Competitive Hockey - 3 teams attending provincials next week
- vi. Director of Recreational Hockey
 - 1. Request for Midget C Tournament Team - Midget C1 has two players unavailable, and 3-4 more that might be unavailable due to COVID-19 concerns. They want to pick up two players from the Admirals and Laurie received confirmation today that the players do not need to transfer to our association for this purpose. Approved by consensus.
 - 2. Bantam C1 won their playoff banner yesterday - the association will pay to have a drop down banner in a standard format added.

8. NEW BUSINESS

- a. AGM - expanding number of directors
- b. AGM - new division names
- c. AGM - if we have anything about committee structure in bylaws we should make sure the new structure is in there
- d. CRFMHA ro pay for drop down extensions for League and Playoff banners? Cost \$190 plus tax. Agreed by consensus to proceed. Need a template to ensure consistency between teams.

9. GOOGLE CALENDAR REVIEW

10. Future CRFMHA Board meetings (Second Monday of each month at 7 pm)

- a. April 6, 2020 - *NOTE: First Monday of the month due to Easter Monday*
- b. April 21, 2020 - ANNUAL GENERAL MEETING: Spectrum Community School (Sign in: 6:30; AGM: 7:00 - 9:00)
- c. May 4, 2020 - Transition Meeting? And maybe new board member orientation after outgoing board members leave
- d. May 11, 2020 - First Board meeting for 2020-21
- e. June 8, 2020

11. Adjournment - 10:36