

Board of Directors Meeting Minutes

DATE: Tuesday, June 8, 2021

LOCATION: via Google Meet

TIME: 8:00 p.m.

Attendance: Lexxi Smith, Lauren Syverson, Anh Nguyen, Karla Easingwood, Reg Gladstone, Maegan Thompson, Donna Perman, Andre Wuest, Caeleigh Ryalls, Elise Gratton, Glenn Wagner, Laurie Wishart, Sharon Lum, Teri Cotton, Ian Fleetwood, Veda Smith, Loren Mullane

Regrets: Lisa Parkes, Kelly Chaplin, Ken Jones, Melanie Murray

1. Call to Order - 8:03 pm
2. Approval of Agenda - Reg Gladstone / Laurie Wishart - Carried
3. Review and approval of prior minutes as modified - Glenn Wagner / Laurie Wishart - Carried
 - a. Laurie pointed out that U21 registration was recorded as \$450, but is actually \$400.
4. eVotes since last meeting: None
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
 - b. 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. March 9, 2020
 - i. Create a template for standard banner extension (Ken) - PENDING
 - d. August 11, 2020
 - i. Circulation of third party request guidelines - PENDING
 - ii. Circulation of policy -drafting guidelines - PENDING

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- e. September 21, 2020
 - i. Player Development, Affiliated Player, Sponsorship and Fundraising, and Branding policies - (Various) - PENDING
 - f. November 2, 2020
 - i. Hiring of Administrative Assistant (Ian) - PENDING
 - g. February 8, 2021
 - i. Prepare and distribute Award Nomination and Scholarship applications (Wes) - PENDING
 - ii. Plan Awards banquet and Graduation players events (Caeleigh) - PENDING
 - h. April 6, 2021
 - i. Make donation to Canadian Cancer Society (Kelly) - DONE
 - ii. Bylaw amendments at AGM (Ian) - DONE
 - iii. Send out AGM notice (Wes) - DONE
 - iv. Follow up on negative coaching survey responses (Melanie) - PENDING
 - v. Open registration (Laurie) - DONE
 - vi. Submit gaming grant application by May 31 (Lisa) - DONE
 - vii. Invite the Surge to make a submission regarding being a part of our association (Courtenay) - PENDING
 - viii. Move PISE Play gear from Archie Browning to Pearkes (Elise) - DONE
6. President Report
- a. BC Hockey
 - i. AGM in 2 weeks on June 24 - Attend if interested
 - ii. BCH supported our BCCGG application
 - iii. BCH Annual Report is now available on-line and saved on our Shared Drive and has plenty of detailed information for review
 - b. VIAHA update
 - i. AGM this weekend. Virtual (Zoom). Voting delegates are Lisa, Donna and Glenn. Observers are Ian, Laurie and Teri. Most

resolutions are “housekeeping”. Glenn raised concern about the resolution regarding roster size of 11 players including 10 skaters and one goalie - We might not have a goalie on every team. Resolution contains an option for exceptions by VIAHA Officers.

- c. PCAHA update
 - i. Terms of Reference for Interlock play with PCAHA are pending. They did not reach quorum at their last 2 Female Committee meetings since the CRFMHA presentation in March. Expected that they will have a decision by late June.
- d. Facilities update -
 - i. SOFMA - Announcement today that Emergency Shelter is being moved to Mount Tolmie Hospital. Ice application submitted.
 - ii. Pearkes - Contracts to begin in October (September still a possibility). We applied for Thanksgiving Tournament ice. We have also applied for assignment of space in the building as part of their re-allocation process.
- e. Internal Communications
 - i. Board communications should remain confidential.
 - ii. Please try to respond to messages from other Board members promptly - preferably within 24 hours.
 - iii. Concern raised about lack of information available internally. Review of the reason for transitioning to 4 standing committees and less frequent full Board meetings. Board meetings are the best way to get updates about activities in other portfolios and standing committees. Request was made to include Board members on all communications that go out to Membership.
- f. Coordinators
 - i. Current Board vacancies in two positions. Consider recruiting Coordinators:
 - 1. Development - Maegan raised the possibility of hiring a contractor to run this. Various issues discussed - they would have access to confidential info on the Shared Drive. Serving a Board role while not actually an elected Board member, they would be eligible for payment, while elected Board

members are not. Hopefully a parent volunteer will come forward.

2. Promotion - Recruiting to this role is less urgent as there won't be many promotional opportunities before Labour Day. Veda offered to cross cover Promotion as well as Tournaments.

7. Administration Committee Report (VP Administration)

- a. Awards Nominations
 - i. Being reviewed currently by Sharon and committee
- b. Scholarship Applications
 - i. Open now. Due June 17. Decisions by June 24.
- c. ePACT
 - i. Andre working on this for upcoming season.
- d. Updated RTP Plan (by late August)
 - i. Each facility will need a new plan.
- e. SSITS
 - i. Andre coordinating (needs to be done by November)
- f. All-female HCOP clinic
 - i. Teri working on this.

8. Hockey Operations Committee Report (VP Hockey Operations)

- a. 2020-2021 Coaching Survey data
 - i. Collated. Average scores and coach specific scores are available and will be distributed by Melanie and Loren.
- b. Call for Coaches 2021-2022
 - i. Distributed via info@ to CRFMHA Members.
 - ii. Requests for wider distribution. Plan for a social media campaign - perhaps based on a profile of one of our existing female non-parent

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coaches in an attempt to engage more non-parent coaches. Ad hoc committee to develop and implement a social media campaign - Loren, Lexxi, Maegan, Lauren, Teri

- c. Tryouts:
 - i. Dates: Aug 27-29 (confirmed by ABSC, but no contract in hand yet).
 - ii. Data processing (Internal vs Max Analytics)
 - 1. Google Meet with supplier June 9
 - iii. Evaluators - pending
 - iv. Updates to Player Evaluation Policy
 - 1. Updates in July and presentation to Board in August for approval prior to Tryouts
9. Public Relations Committee Report (Secretary)
- a. Graduating player recognition
 - i. Caeleigh polling grad players - small group
 - b. Awards Banquet
 - i. Arrangements in consideration of loosening pandemic restrictions
 - c. Merchandise Committee
 - i. Event tent being reprinted
 - ii. Standard banner extensions in development
 - iii. New banners pending (for U21 and Recruitment programs)
 - d. First Shift/Esso Fun Days
 - i. Currently 2 Esso Fun Day programs running; live streamed since no spectators allowed
 - ii. First Shift approved for October. VMHA and Sooke also approved. VMHA is encouraging female players to attend ours.
10. Financial Report (Treasurer)
- a. Registration update - Going well. Currently nearly 80% of last season. Still significant unregistered players from last season. Seven transfers in, but no transfers out yet (although HCR down for upgrades last few weeks).

- b. JumpStart Grant - Written to mostly support Adm in position but also loaner gear acquisition.
 - c. Ice - Nearly all ice applications submitted except UVic and ABSC. Only OBRC has provided contracts. Many facilities are behind on the process and requested applications be submitted on short notice. We are hoping to acquire additional ice slots this season.
11. New Business
- a. None
12. Google Calendar Review
- a. June 30 - Grindstone Awards Deadline - will be sent to CRFMHA Members.
13. Adjournment - 9:17

Next Meetings:

- Finance Committee - June 15
- Public Relations Committee - June 22
- Officers - June 29
- Hockey Operations - July 6
- Administration - July 13
- Board of Directors - July 20

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