

Board of Directors Meeting

DATE: Jul 20, 2021

LOCATION: Google Meet

TIME: 8:00 pm

ATTENDANCE: [Kelly Chaplin](#), Donna Perman, Ian Fleetwood, [Laurie Wishart](#), Karla Easingwood, Veda Smith, [Elise Gratton](#), Anh Nguyen, [Lauren Syverson](#), [Andre Wuest](#), [Sharon Lum](#), [Teri Cotton](#), Melanie Murray, [Glenn Wagner](#), Reg Gladstone, Loren Mullane, Maegan Thompson.

REGRETS: Lisa Parkes; [Lexxi Smith](#)

ABSENT: Ken Jones, [Caeleigh Ryalls](#)

1. Call to Order @ 8:01 pm
2. Approval of Agenda
 - a. Motion to accept Agenda without revisions (Kelly/Donna) - Approved
3. Review and approval of prior minutes
 - a. Motion to accept Jun 8, 2021 Minutes without revisions (Reg / Glenn) - Approved
4. eVotes since last meeting: None
5. Business arising from Minutes:
 - a. July 16, 2019
 - i. 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

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- d. August 11, 2020
 - i. Circulation of third party request guidelines - PENDING
 - ii. Circulation of policy-drafting guidelines - PENDING
 - 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. Plan Awards banquet (Caeleigh) - PENDING
 - h. April 6, 2021
 - i. Invite the Surge to make a submission regarding being a part of our association (Courtenay) - PENDING
 - i. June 8, 2021
 - i. Recruit Coordinator for the Promotion position - PENDING
 - ii. Updated RTP plans for each facility by late-August (Andre) - PENDING
 - iii. Distribute coaching survey scores (Melanie and Loren) - PENDING
 - iv. Develop social media campaign to engage more non-parent coaches (Loren, Lexxi, Maegan, Lauren and Teri) - PENDING
 - v. Secure evaluators for tryouts - PENDING
 - vi. Update Player Evaluation Policy - PENDING
6. President Report (Ian Fleetwood)
- a. BC Hockey - Maegan was recognized by BC Hockey during National Volunteer Week and Laurie was awarded the Diamond Stick. Both have been instrumental in the success of CRFMHA to date.
 - b. VIAHA
 - i. Commissioners - They requested we recruit multiple Commissioners for Female Leagues and agreed to us holding off until our July 20 registration deadline. Ian will email Membership via info@.

- ii. Female Regional Policy - Revised Policy circulated earlier today for vote within a week. Small ad hoc committee to review: Laurie, Donna, Ian, Melanie, Glenn. Ian will circulate.
 - c. PCAHA
 - i. Draft Terms of Reference for PCAHA-VIAHA Interlock program were received. They've requested Board approval. Ian will circulate for review, then eVote.
7. Administration Committee Report (Donna Perman; VP Administration)
- a. Awards - Committee chaired by Sharon has submitted selections. Notifications pending.
 - b. Scholarships - Committee chaired by Sharon has submitted selections and winners were presented at the Grad Ceremony:
 - i. Daria Laal (\$750)
 - ii. Chloe Evans (\$750)
 - iii. Katie Banman (\$750)
 - iv. As an aside, Ian noted that Cheyenne Norman received a VIAHA Scholarship (\$500) and a BC Hockey Scholarship (\$1000)
 - c. Teri has secured a HCOP Clinic with a plan for the second week of September. To prevent bias, it cannot be advertised as an "all-female" clinic. We can promote it to membership. Perhaps BC Hockey could advertise it selectively to female members in our region?
 - d. Donna and Lauren continue to work on policy development template and 3rd party requests policy.
 - e. ePACT is being processed for the upcoming season by Andre.
 - f. Plan is in place for BC Hockey Sportsmanship Starts in the Stands (SSITS) by Andre.
8. Hockey Operations Committee Report (Ian Fleetwood; Acting VP Hockey Operations)
- a. Try-outs - Ice is now secure. Registration deadline for try-outs is today. Currently there are more than enough for U18A and U15A, but U13A has 14 skaters plus 1UA skater. There was a concern that some players might be trying out for the experience rather than a genuine interest in committing to the team. Discussion was held on the merits of hosting a team and whether or not to host try-outs. By consensus, the plan is to proceed with tryouts for all three Divisions.. Ad hoc committee reviewed Max Analytics software but did not proceed. Loren and Melanie are working on staffing

(evaluators and on-ice staff). Melanie will get tryout jerseys and equipment from Elise. Finalizing review of Player Evaluation Policy - Ian suggested a timeline of 2 weeks for edits; 2 weeks for any formatting changes and 1 week to vote. If not approved, the existing version stands.

- b. HCOP Clinic - As above
 - c. Development Coordinator - Ashley Kiss has expressed interest, but could not attend tonight's meeting.
9. Public Relations Committee Report (Lisa Parkes; Secretary - submitted report was read by Ian)
- a. *Graduating Players Ceremony - arranged by Caeleigh and hosted by Ian and Caeleigh on July 9th at Pioneer Park in Brentwood - went really well. Graduating player gifts and scholarships were awarded.*
 - b. *Banquet/Awards Ceremony - Caeleigh is working on a venue large enough to host a few hundred people after the first week of September, in hopes that this will be permitted at that time. The hope is to have a combined awards from last season/welcome to the 2021-22 season event.*
 - c. *Merchandise Committee - the redone event tent is still in production, and Ken is ordering the table throws, which should be ready by the end of the month. Ken is also working on the pop-up banners for the U21 and first-timer events.*
 - d. *First-timer events - we have a First Shift program scheduled for October and as of two weeks ago, 18 of 30 spots were filled. We are also hopeful that by then we can increase capacity to more like 45 kids.*
 - e. DISCUSSION OF REPORT and associated items:
 - i. Need new event tent and table skirts for tryouts (Aug 27) and U21 Banner for early Sept.
 - ii. Maegan needs to upload the ice times for First Shift, but we still don't have all our contracts.
 - iii. Maegan reports Caeleigh is working on a Citizenship event in collaboration with Craigflower School meet the teacher night.

- iv. Maegan adds that her and Veda worked on a promotional video with Jumpstart that will be promoted by Marie-Philip Poulin and will be in Week 5 of the campaign (currently Week 3).

10. Financial Report (Kelly Chaplin; Treasurer)

- a. Registration is currently quiet. Currently 203 and approaching our peak numbers from prior season. Await Seals releases. Laurie will contact a number of U15 and U18 players who have not yet re-registered. Laurie gave a brief overview of projected recreational team numbers for U11, U13, U15 and U18.
- b. Ice contracts -
 - i. Regular season starts Sept 7.
 - ii. Contracts are starting to come in. Pearkes increased by one slot. Wurtele increased by 1.5 slots. WSPR increased allocation, but many early AM and late game slots - needs to be reviewed. SOFMA pending. Panorama to make decisions on our request for increased allocation. ABSC included weekday AM times we cannot use due to school hours.
 - iii. Kelly requested for Karla to make sure that Invoices for Naden, ABSC, SEAPARC and WSPR are sent to him as they do not always send to him directly for payment.
- c. Jerseys - Elise submitted a list of 7 players still holding jerseys from last season via email. Five are U21 (i.e. holding 2 jerseys with a single deposit). Requested Board members who know the players reach out.
- d. Thanksgiving Tournament sanctions are submitted. Consider host hotel blocks with kickbacks - Veda will inquire.
- e. Kruger "Big Assist" - CRFMHA has been awarded the Big Assist. This is confidential at present and still unofficial To be used toward registration issues related to pandemic. Discussion about how to distribute funds? Equally vs selectively. If selectively, what criteria to be used and need to capture those who did not play in 2020, quit after a partial season and/or did not re-register this season. If equally, works out to less than \$50 per player.

11. New Business

- a. Andre attended the BC Hockey session on Cultural Safety and recommends we host this for our Board if the opportunity presents itself.



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12. Google Calendar Review
 - a. Mostly Development sessions in the next month leading up to tryouts Aug 27-29..
 - b. Next Board meeting is scheduled for Aug 31. Might be adjusted slightly to accommodate our first in-person meeting in 18 months!

13. Adjournment - moved by Glenn Wagner/ Maegan Thompson - approved (9:24 pm)

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