

## Board of Directors Meeting Minutes

DATE: Saturday, August 28, 2021

LOCATION: 946 Forshaw Road, Esquimalt

TIME: 1:00 p.m.

Attendance: Ian Fleetwood, Ken Jones, Lauren Syverson, Laurie Wishart Donna Perman, Melanie Murray, Ahn Ngyuen, Glenn Wagner, Andre Wuest, Teri Cotton, Elise Gratton, Reg Gladstone, Sharon Lum, Lisa Parkes, Maegan Thompson (1:52 p.m.), Loren Mullane (2:08 p.m.)

Regrets: Lexxi Smith, Veda Smith, Kelly Chaplin

1. Call to Order - 1:45 p.m.
2. Approval of Agenda - Ken, Sharon
3. Review and approval of prior minutes - Glenn, Reg
4. eVotes since last meeting:
  - a. PCAHA Interlock Terms of Reference - carried 8-0
  - b. Player evaluation policy - carried 13-0
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
  - 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



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- 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) - DONE (they are not playing at all this year)
- i. June 8, 2021
  - i. Recruit Coordinator for the Promotion position - PENDING
  - ii. Updated RTP plans for each facility by late-August (Andre) - PENDING (put off until fall)
  - iii. Distribute coaching survey scores (Melanie and Loren) - PENDING
  - iv. Call for coaches for 2021-22 season (Ian) - DONE (Glenn reports we still need two coaches for house teams)
  - v. Develop social media campaign to engage more non-parent coaches (Loren, Lexxi, Maegan, Lauren and Teri) - PENDING
  - vi. Secure evaluators for tryouts - DONE
- j. July 20, 2021
  - i. Recruit Commissioners for Female Leagues (Ian) - DONE (only got 1 of the 3 they wanted but Melanie heard that they got one for one of the A divisions)
  - ii. Process ePact for upcoming season (Andre) - PENDING
  - iii. Get tryouts jerseys and equipment ready (Melanie, Elise) - DONE
  - iv. Develop citizenship event with Craigflower School on meet the teacher night - September 23 (Caeleigh) - PENDING
  - v. Contact U15 and U18 players from last year who have not yet registered for the 2021-22 season (Laurie) - DONE
  - vi. Board members reach out to U21 players from last year for jersey return - DONE
  - vii. Enquire about host hotel blocks with kickbacks to the Association for the Thanksgiving Tournament (Veda) - DONE

viii. Determine how Kruger Big Assist funds will be allocated -  
PENDING

6. President Report

- a. BC Hockey - none
- b. VIAHA update - request that we discuss the concept of all team staff being double vaccinated. VIAHA is coming up with a District policy. People feel like we do have the power to require this, but aren't sure that we are qualified to make this decision. Lauren wonders why we would limit it to volunteers - why not also players 12 and up.
- c. PCAHA update - Terms of Reference are fully approved
- d. Facilities update - JDF and Pearkes - JDF is delayed by about a week which is not a problem for us because we have extra ice at Oak Bay. Pearkes is delayed indefinitely, but we should be okay because we have extra ice in other places. Save On Foods Area is open again and we got a good contract there.

7. Administration Committee Report (VP Administration)

- a. Teri has scheduled an Officials Clinic - September 19th from 11-6:00. Not currently being called a female-only clinic because we were told by BC Hockey we couldn't do that, but Teri has followed up with Hockey Canada and they say we can - she sent this info to BC Hockey and they haven't responded; she will follow up this week.
- b. BC Hockey has some money they want to spend on female initiatives - Laurie and Ian are working on some ideas for proposals - maybe a goaltender clinic. Maybe Teri can apply for some funding for the Officiating Clinic.
- c. Governance - Drafts of Player Evaluation Policy and Tournament Policy are done. Fundraising policy is in process.
- d. Awards and Scholarships are finalized, to be given out at the banquet event.
- e. Managers Meeting is being scheduled and Sharon is reaching out to managers.
- f. ePact - Andre is working on this and will work with Laurie to get it done.
- g. Sportsmanship Starts in the Stands. Andre has made some Google forms and will maybe to a Google Meet session for each Division, make it mandatory, then give them forms to have their teams fill out. Needs to be done by November 15th.



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8. Hockey Operations Committee Report (VP Hockey Operations)
  - a. Coaches are lined up for rep teams and for most rec teams (there are still 2 needed for rec).
  - b. Should have some reasonable ice for both player and goaltender development.
  - c. Standardized rate card for what we pay our professionals is being worked on.
  - d. Ashley Kiss is going to be our Development Coordinator - she is set up and we hope to have her elected at the next meeting.
  - e. Leighton Williams is wanting to work with us to build goalies within our association - is offering some deals etc.
  - f. Only had one goalie trying out for U13A and she left the tryouts last night before going on the ice - expect she may be transferring but haven't heard anything official. Parents on the team are wondering what the options for the team are. Sounds like she might be going to Racquet Club as their only goalie - if so and she was recruited, that's offside and we are looking into this. There don't seem to be any U13 rec goalies that we can call up but there is a U11 goalie we might be able to bring up. Also looking at finding one somewhere else, or could have everyone take a turn, which wouldn't be great.
  
9. Public Relations Committee Report (Secretary)
  - a. Awards Banquet - Tentatively September 25th - Caeleigh booking outside at Pioneer Park.
  - b. Merchandise Committee - looking into getting a player or two involved - Ken putting together a call out looking for kids interested in branding, fashion design etc. If there's lots interested we will have them do an essay or something to choose.
  - c. Pop-up Banners - U21 is ready and Ian will pick it up on Monday. The little kids one is not ready yet but should be soon.
  - d. Event tent finally has all the right colours and looks great, and the table covers are also ready. Need sandbags to hold tent down.
  - e. Esso Fun Day - 10 kids and 7 adults in for tomorrow's Esso Fun Days
  - f. First Shift - 29-30 registered for the October program. Said we could only have 30 even if COVID improved because they've already ordered gear - if one of the other events gets cancelled we might get their gear and then could maybe increase to the usual 45.



10. Financial Report (Treasurer)

- a. Registration is at an all-time high.
- b. Ice contract is also at an all-time high - teams will be able to pick up extra ice for exhibition games and we will have ice for development etc. We are still waiting for contract from WSP and waiting to hear from Ian Stewart as they are not giving as much to UVIC this year.
- c. Kelly is finally fed up with Uptown Scotiabank and will be moving our business to Hillside Scotiabank.
- d. We are going to try to get a Scotiabank Community Sponsorship and also applying for funding that has recently been made available through BC Hockey. Applications were made for an Inclusivity and Diversity program ; Referee Development and Equipment.
- e. Things are on track for the Thanksgiving Tournament, and our rep teams are pre-registered for several tournaments including in Kamloops on the weekend of Pacific Cup since we lose all our ice that weekend. Rec teams can ask to play their away games that weekend.
- f. Reg is working on getting some more small goalie gear - he's talking to Kirby's.
- g. Some parents have been asking about donating gear, we will always take goalie gear, but may not need more player gear at this point.

11. New Business

- a. Junior A Cougar new coach asked Terri last night if we would want to do a girls hockey night at a game.

12. Google Calendar Review

13. Adjournment - 3:03 p.m .

**Next Meetings:**

- Finance Committee - September 7, 2021
- Public Relations Committee - September 14, 2021
- Officers - September 21, 2021
- Hockey Operations - September 28, 2021
- Administration - October 5, 2021
- Board of Directors - October 12, 2021

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