

Board of Directors Meeting

5605 Gowland Road, Sechelt

Wednesday July 12, 2023. 7:00 pm

Attendance: Poppy Hallam, Karen Graves, Jenise Powers, Adam Gibson, Adora McTaggart, Melissa Kelly, Kori Hudrick, Kendra Bell, Kate Turner, Christine Hardt

Regrets:

Call to order: 7:12 pm

Approval of Agenda: Kate Turner

Seconded: Adam Gibson

Approval of previous minutes: Kendra Bell

Seconded: Jenise Powers

Business arising from previous minutes/action items:

All tasks from previous meeting were discussed and all completed. One issue was the banking. The Sunshine Coast Credit Union accidentally took Adam Gibson off signatory for on-line banking during the process of approving Karen Graves as additional signatory for approvals and it is being corrected. All payments via e-transfers have been actioned, however they are stuck waiting for approval from Adam when he can get back into the system.

Director Reports

Director of Hockey Operations: Brad Wingfield. He will zoom in or skype when he can but not for this meeting. He met with Adam and Kate last week to go over his plans for 2023/2024. Adam did explain to the board that Brad is in a paid position for the association, so therefore he is not a board member and will not be at board meetings.

So far for coach applications they’ve received two for 18C and two for 15C plus assistants and one coach for U7

President’s Report:

Stu Frizzel and Rick Hopper of Sunshine Coast Junior Hockey Society (SCJHS) are anticipating a positive answer from BC Hockey on July 20 and have created a presentation for the public if the answer is yes. They would like to share that presentation with our association on July 25 and get some feedback from our association so that if the answer is yes, they have our feedback to incorporate into the community presentation tentatively planned for August 1 at GACC.

Vice President’s report: Kate met with Adam and Brad last week. One priority was to gather feedback from coaches. Kate created a coach development feedback form and will send it out to coaches, assistants, on-ice helpers, asking what their experience was, did they feel supported, did they receive training. What specific areas of coaching development would they be looking for and how frequent.

Registrar: Total 216 registrants so far

Will be reaching out to parents who’s kids were signed up last year and have not yet signed up, to see if they will be joining this year. Kori and Melissa Tripp will put out more on Instagram and Facebook to remind parents to sign up. Kate has a lot of material she can share with them for messaging.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Division** | **Skaters** | **Goalie** |  |  |  |
| U7 | 9 |  |  |  |  |
| U8 | 8 |  |  |  |  |
| U9 | 20 |  |  |  |  |
| U11A | 25 |  | \*includes 2 underage requests |
| U11C | 12 |  | \*includes 1 underage request |
| U11 Female | 1 |  | \*inclueds 1 underage request |
| U13A | 19 | 1 | \*includes 1 underage request |
| U13C | 14 | 1 |  |  |  |
| U13 Female | 9 | 2 |  |  |  |
| U15A | 16 | 2 |  |  |  |
| U15C | 15 | 2 |  |  |  |
| U15 Female | 19 |  |  |  |  |
| U18A | 23 | 1 |  |  |  |
| U18C | 16 | 1 |  |  |  |
| **TOTAL** | **206** | **10** |  |  |  |

Ways and Means: McDonald’s jerseys have arrived.

Timbits just opened and will order those.

Treasurer: The books for June reconciled and balanced. All of the outstanding bills have been processed in the bank for e-transfer but still waiting to get into the bank account and approve them.

In the past, the process for head coaches ferry coverage was advances and then they were to return receipts either paper or text photos. Not all receipts were received last year and although the dates and ferries matched up to the team games, as a matter or proper financial housekeeping, the receipts must come back. The most prudent process would be for the coaches to pay their ferry costs and submit for reimbursement. The coaches could submit their receipts for reimbursement directly to Karen each time or monthly. Any coaches needing an advance for financial reasons, would be provided that. The reimbursement is for head coaches, their vehicle only. Players travelling with any coaches are covered by the ferry vouchers. Karen will e-transfer the coaches reimbursement.

As for guest coaches coming to the coast such as clinic coaches, they usually invoice the association and that includes their ferry cost. They are to submit invoices, Adam or Kate will review and forward to Karen for e-transfer payment.

Adam made a motion that the board is prepared to pay for the head coach’s reservation coming back to the coast but not leaving.

Jenise seconded it.

Secretary: Meghan at Charthouse Lawyers does not work there anymore. Spencer is the contact and he will file our annual report for us and send Poppy the invoice and that will be forwarded to Karen for payment. He also requested and received an updated list of the current board members.

Director of Female Hockey: Entered the walking float and it went well, lots of kids showed up.

Esso Camp

Two day coaching clinic is happening

Posters up

Will be meeting with the female committee through PCHA zoom seeking approval for two females to move down

Numbers growing for the younger females

Ice Scheduler: Kendra met with Nicole and entered the summer camp ice into Team Snap

Director of Recreation and Initiation:

Christine has been doing research with other associations for her role and draft something up and present it.

Equipment Manager: Just picked up the jerseys and socks. One more order to go in for pucks and letters. Look at budget left over for equipment that Brad has requested

The C-Can is in an inconvenient location and will need to be moved, probably into Sechelt. The C-Can hasn’t been cleaned out in a long time so the gear needs to be taken out and the totes etc cleaned out and sorted.

Risk Manager: Went through the bags, with two left to go through

Need more yellow pinnies for players recovering from injuries (possibility more are located in the ref room at GACC) and a few ice packs and medical supplies. Adora will purchase what she needs to get them ready.

New Business:

DOHO Position (Brad Wingfield):

1. Player development bid process. $10K set aside this year for C development to cover costs for guest coaches and camps. Brad would like to review any of the development coaches’ plans they have prior to hiring/teaching a camp or session to ensure they are in-line with the SCMHA coaching priorities.
2. Coach development update. How do we utilize Brad with his time availability? He would like to invite the other coaches to his practice so he can give them tips and model for them.
3. Payment process
4. Coach curriculum
5. U18, U15, U134, “A” tryout process
6. Summer coaching clinic with Enio Sacilotto August 26 and hope to offer another one later in the season with either Enio or someone else.
7. He works behind the scenes with coaches and provides coaching videos. A thought was purchasing access for the coaches to access the Coaches Site

Kendra is going to work on finding ice times for coaches so they can work with Brad

Brad is allotted 250 hours per season with a $12K total budget for the DOHO position. He has to account for those hours and with his work etc, he isn’t always able to get to all of the teams. He will try to work with the teams who’s coaches have requested his assistance.

**Next meeting: Regular Board meeting:** August 15 at 7:00 pm Karen Graves’ house in Gibsons.

**Special meeting: regarding team numbers and allocations:** August 22 at 7:00 pm at Melissa Tripp’s house

\*\*\*\* Reminder July 25th is SCJHS presentation

**Items for next meeting agenda**

C-Can movement

Team allocations

Plan division town halls

**Task List:**

1. Kendra Bell:
	1. will check the ice times for division town hall so kids can be skating while parents are at town halls at GACC
2. Melissa Kelly & Poppy Hallam
	1. Arrange C-Can clean up/out and Poppy can invite Aleezah Charboneau to get out goalie gear and take that to clean it