



SUNSHINE COAST MINOR HOCKEY ASSOCIATION

Executive Meeting Minutes

Tuesday February 12, 2025 | 6:30pm-8:30pm

Location: Gibsons Area and Community Centre

1. **Call to Order Time: 6:44 pm**
2. **Attendance:** James Wood, Kate Turner, Christine Hardt, Kori Hudrick, Kendra Bell, Melissa Tripp, Stacy Rumba, Karen Graves, Poppy Hallam, Adora McTaggart, Jenise Powers. **Regrets:**
3. **Land Acknowledgement - James**
4. **Introductions- Story Activity- Kate (tabled from January)**
5. **Approval of Agenda 1st / 2nd / Amended/Carried/Defeated**
 - 5.1. Jenise Powers, seconded James. Amended to add P&P Ice Allocation 5.3
6. **Approval of Previous Minutes 1st / 2nd / Amended/Carried/Defeated**
 - 6.1. Kendra Bell, Jenise Powers
7. **Business Arising from Previous Minutes | Action Items**
 - 7.1. Completed Stacey storage costs. Done.
 - 7.2. Mel/Karen for invoices for sponsors. Done.
8. **Director's Reports:**

8.1. President's Report

9. I attended a PCAHA meeting on January 29th. We were informed that the playoff format was finished and should be released soon. I have sent it out. The U9 pilot survey was going to be left open until the weekend if it wasn't already brought up that teams were registering for tournaments in the USA without proper permission and that a Tournament Permission Number was required. A new arena in Cloverdale was doing ice allocation and the PJHL, with the support of Cloverdale Minor Hockey, has agreed to take over a block of ice that otherwise would have went to non-sanctioned hockey programs. They are

looking for support from all the other minor hockey associations. If we lose the ice to non-sanctioned hockey groups, we may never see that ice available again. Semiahmoo has a great relationship with the White Rock Whalers and have the junior team offering free development on ice and also working with minor hockey teams for their dryland training. PCAHA scholarship applications are also coming out. Player assessment fees are increasing by .55 cents and overall player assessment will increase by .62 cents for next season. We talked about female zoned teams x2 for U13/U15 and tryouts in April. We also discussed suspensions that are handed out from B.C. Hockey and how teams don't know the outcome of other team's suspensions. It is a privacy issue because we are dealing with minors. completed. It

10. I had a Lions Gate meeting on February 10th. We were reminded that game sheets still need to be completed for u7/u9 even though there are no scores. U11 playoffs will start after the family day weekend. We talked about reviewing and changing the wording because there's lots of high minute penalties coming from tournament play (mainly u15/u18). We talked about whether sporty points should count or not for placement groups in playoffs. Just because a team doesn't get all there sporty points, they should still compete with the same teams with similar wins/ losses. We left off talking about the scholarship tournaments this year and how it was the worst ever for parent participation.
11. I attended a PCAHA meeting on February 11th and there was more discussion on creating u11/u13 zone teams for next season in an effort to encourage players to stay within minor hockey and to be able to compete at a higher level therefore hopefully providing other avenues besides non sanctioned hockey. There were also conversations about creating an all-star team for u13 next season and potentially u11 in the near future. It would be on a weekend just like the scholarship tournaments already in place. The players would be nominated by other teams as to not create any form of bias. It is all in the preliminary stage but the discussions have started. There was also a rule change proposal for U9 game play- to start full ice from Thanksgiving forward instead of December 1st as it is now. Also increasing the allowable games to up to 5 exhibition games after thanksgiving.

11.1. Vice-President's Report

Constitution and Bylaws

The last revision of our Bylaws occurred in 2018. Following a thorough review of bylaws from similar associations, I have revised our current Bylaws for board review. Key changes include updated regulations regarding the role of the President and enhancements to ensure more inclusive language. The previous wording allowed for varying interpretations which could lead to confusion; I am optimistic that this updated version will provide a clearer understanding of our society's processes.

To clarify, it's essential to distinguish between our society and our association. Our society operates under the BC Societies Act, which provides a regulatory framework for our association's formation and governance. For the proposed changes to the Constitution and Bylaws to be ratified, they must be presented at our Annual General Meeting (AGM), where they require a 75% approval vote from the membership. Prior to this, however, we must ensure that the executive team is aligned and supportive of the changes.

Job Descriptions

I have consolidated the brainstorming templates collected earlier this season into precise job descriptions for our executive team. These descriptions will be integrated into the Policy and Procedures Manual for future reference and updates. I believe that these revised job descriptions will provide clarity regarding the expectations and responsibilities for individuals volunteering in these roles.

Letter to SCRD

I drafted a letter to the Sunshine Coast Regional District (SCRD) expressing our concerns regarding the recent reversal of our spring ice allocation decision. While we await further information by the end of the month, we have already observed the schedule reverting to our initial requests, which suggests that our communication may have positively influenced the outcome.

TeamSnap Merchant Account

I have been in communication with TeamSnap in an effort to connect our merchant account. Unfortunately, this has led to a cycle of being transferred between Stripe and TeamSnap. I have sent another email today to expedite this process and secure the necessary support.

Disputing Penalties

This season, I have received a significant number of requests to dispute penalties. It is important to emphasize that we typically do not challenge penalties or suspensions unless in extraordinary circumstances that require substantial evidence, including video footage, prior disciplinary records, and statements from coaches involved.

We must keep in mind that parents in the stands often perceive game dynamics differently and may not have a complete understanding of the rules. Referees must devote their attention to the play, which means that certain incidents may be missed. Additionally, many officials are youths themselves, still developing their skills and understanding of the game.

Question: Is there a mechanism for complaints about reffing? Yes Aspen Wing but it should go through the coaches, not parents directly. It's also hard for the referees. Sometimes they are intimidated when they may be younger than the players in the game they are reffing.

Question: Would Lions Gate consider re-starting penalty minutes at playoffs, especially to have those kids who are around 30 penalty minutes and they could go over and end up with suspensions.

Kate to send out a survey to the coaches in regards to the referees.

The Referee in chief can also be a board position. There are board positions and also some positions are directors at large, such as female and recreation. We could have 13 board members but our association is on the small side to have 13 directors.

February Membership Update

Created and shared the February membership update. Thanks to all who contributed ideas. As space is limited, I encourage you to share any additional ideas for our March update during tonight's meeting. Your input is essential in making our updates informative and engaging.

Board members appreciate the positive coming out of it.

Ideas for March's newsletter:

- a) Accepting donations of gear
- b) U11 won the banner

11.2. Registrar's Report

Here's the final registration numbers for the season. We had 4 families request refunds, which would have put our total registrations at 299, with 295 players rostered across all teams. Here's the breakdown:

Division	Skaters	Goalie
U7	22	
U9 Devel	15	
U9 Pro	13	
U11A	15	1
U11C1	14	1
U11C2	15	1
U13A	13	2
U13C1	12	1
U13C2	12	1
U15A	14	2
U15C	19	2
U18A	17	2
U18C1	18	2
U18C2	18	2
U9 Female	12	
U11 Female	13	1
U15 Female	18	1
U18 Female	15	1
TOTAL	275	20

TOTAL: 295

I have opened the registration for the Feb 17 development day with Caymen. Numbers currently sit at:

U7: 3

U9/U11: 4

U13/U15: 0

Rosters are now locked. I can add additional bench staff, if needed (safeties, etc.) Next up will be beginning to look at roster projections for the 2025-2026 season.

11.3. Ways and Mean's Report

U13A Tournament (This Weekend)

- Six teams are confirmed to participate, including one local team.
- Most volunteer spots are filled, but a few key spots remain open. With a few days left, we are still seeking additional help to ensure a smooth event.

Monday Family Day Development Session

- The organization is progressing well, and registrations are coming in.
- Another round of promotion will go out tomorrow to encourage more sign-ups.

Raffle Ticket Sales

- Ticket returns are coming in, but sales success has been mixed.
- Some teams have sold their entire allotment, while others are struggling to sell tickets.
- We may need to strategize additional ways to boost sales for teams that need support in future years

Spring Schedule Planning

- Together with Kendra and Ben significant work has gone into finalizing the spring schedule and riptide schedule.
- The SCR D has moved the public skate, which helps with ice time allocation. Thank you to Kate for writing that letter.
- A few minor adjustments are still needed, but details should be ready for release soon.
- There are small number of ice slots available for purchase—potentially an opportunity to offer additional programs?

Riptide Program Development

- Initial planning has begun.
- A preliminary survey will be sent out next week to gauge interest, estimate team numbers, and start to recruit volunteers and sponsors.

Sponsorship & Donations

- Karen has re-invoiced outstanding sponsors who have yet to submit payment.

Ongoing discussions with Jenkins Construction regarding their donation offer, with conversations expected to continue over the next few months.

11.4. Treasurer's Report

12. Bank Balance \$306,534.54

13. Outstanding Ice- \$70,000 – I made a mistake here and issued a cheque to the wrong account, the cheque was returned – in process of fixing, will discuss further

14. YTD report as well as P&L attached.

15. Having trouble securing the info we need to apply for the Business BCeID that will be required for the long grant application this year. I have reach out to Charthouse Law – no reply

16. Will, who was our contact at SCCU is no longer working there.

16.1. Secretary's Report.

Poppy has been working with Chartwell Lawyers in regards to filing the 2024 AGM and financials. They did not have copies of the AGM and financials to file to the society, and those should have been sent in. Poppy found the requests in her junk mail from January. The contact at Charthouse changed and that may have caused the issue with not getting the request for the information into the inbox.

16.2. Director of Female Hockey Operation's Report

Our female teams have wrapped our regular season. Both U18 and U11 finished firsts in their flights and took home the regular season banners. U9 female have been busy with exhibition games. We have had quite a few teams reach out to our team. It is great to have the girls take a trip to the city to play a game and get the feel of the season. As well as continuing monthly games with Powell River. They had their first full ice game this last weekend and did great. Currently looking at how we can host another mentoring ice with U18 and U9 to help with positioning and skills. Eastlink was out this past weekend for the U18 female game. I had another interview with them to talk about the growth of female hockey on the coast and two teams taking home regular season banners. This is the third game Eastlink has come out to film. It has been great to have the support of the local tv station.

Saturday morning try me sessions- Unfortunately we have not been able to get this up and running for February. With the increase of U9 female games and securing a coach we will need to postpone this to next year. I am hoping this is something we can pick up in Oct to help strengthen our teams for next year.

Planning for Spring break Try Hockey camp. Poster is all ready to share to social media to begin advertising. Just waiting to hear our confirmed dates.

PCAHA Female Committee meeting is scheduled for Thursday Feb 13. will be attending and will report news at the next meeting.

Question: When people are billing the association, there is a discrepancy between some of the development coaches they've hired. It's based on their experience and credentials.

Question: The development money for some teams haven't been used but others are going over. One U18 C team has been missing a coach and has hired the development coaches to help and will go over several hundred.

16.3. Ice Scheduler's Report

I've been busy with game conflicts with the playoff games.

I still have some to settle also waiting for the next round of A schedules to drop.

Spring ice is finished. Final schedule will be confirmed on the 13th. Ice for Esso girls is confined.

Ice for the coach evaluations has been worked out, thanks for Melissa for her help on that one.

Regular season ends March 15, 2025 for the association. Teams are insured with PCAHA until March 31, 2025.

16.4. Equipment Manager's Report

17. OPTION 1: Seamount Storage (behind Shell in Gibsons)

18.-8 x 20 Heated - \$275 per month

19.-If we build some racking, we can store everything in one spot, including the game jerseys during the off-season. Plus, we could sell our current sea can for about \$3,500.

20. OPTION 2: Sunshine Storage (across from Gibsons IGA)

21.-Non-heated 10 x 13 - \$235 per month

22.-This one will be a bit tight, I do think we could fit everything in but it may be less accessible if everything is crammed together

23.If we go with either Option 1 or 2, we can still sell the current sea can for around \$3,500.

24. OPTION 3:

25.I also chatted with Marek from First Response. He can store our current sea can for \$200 per month in his yard in Gibsons, which includes power for a heater. We'll need to clean it out, seal the floor (I can take care of that), and the ceiling will need spray foam insulation, costing around \$750, to make it climate-controlled.

OPTION 4:

26. Seamount Storage has another unit coming available next month for us to consider tonight at the meeting:
27. Heated Unit 10'x23' plus mezzanine space (I have a video of this one to check out) = \$450 per month.

28. Equipment Report

29. -Researched and reported on local options for a long term storage solution
30. -Reached out to coaches for equipment requests for next season
31. -Set up a gear donation bin under the stairs at GAC in hopes of collecting more gear for ages U7-U13

Stacy: **Motion** to go with Option #4. Rent a 10X23 foot heated storage unit with mezzanine storage for \$425 per month

Second Christine

Stacy to check on the following before signing the contract.

Hours

Building racks inside

31.1. Director of Recreation Report

32. Our C teams have reached the end of their regular season and have started playoffs. All teams have had success this year, below are the regular season standing results:
 - 32.1. U11 C1 - 1st place, regular season banner winner! playoff 1st tier
 - 32.2. U11 C2 - 5th place, playoff 2nd tier
 - 32.3. U13 C1 - 8th place, playoff 2nd tier
 - 32.4. U13 C2 - 3rd place, playoff 1st tier
 - 32.5. U15 C1 - 6th place, playoff 2nd tier
 - 32.6. U18 C1 - 6th place, playoff 1st tier
 - 32.7. U18 C2 - 10th place, playoff 2nd tier
33. Following the January board meeting's discussion, I submitted SCMHA's formal survey response regarding the U9 pilot program.
34. Divisional meetings are in planning for the last week of February, and possible into first week of March if needed. Currently checking with managers to ensure

there are no conflicts for teams and then will send dates/times to Kendra for room bookings.

35. Completed an additional ref fee money draw for U15 C1, U13 C2 is still pending. Any teams with money remaining at the end of March will be asked to e-transfer it to me instead of the treasurer. This will allow me to more easily track who has paid and who has not. Once I have received all the funds I will e-transfer the total sum to our treasurer.
36. The team balancing survey was delayed as I was sick in January and then busy with work. It will be sent out to the board for review/input on Friday, and then distributed Monday Feb 17th to our C teams that were involved in the balancing process. The survey is informational to provide a clear outline of the current process, while also asking for input. At the March board meeting I will present a team balancing process guideline for discussion and approval.

I received a number of inquiries from U11 C1 regarding the process for ensuring the regular season banner would be present at their final game. I asked them to coordinate it with their league manager, but unfortunately the banner was not delivered as they were advised. The team was quite disappointed and their complaint was escalated by their coach to our president.

In Camera 8:29

Out of camera 8:36

Risk Manager

Epact and the families have not been updated in 2024/2025. Messages can go out in the new season to coaches and managers to update Epact.

37. New Business:

1. Storage Options Discussion and Motion to Proceed
2. Constitution and Bylaws discussion (attached for perusal)
3. Review of revised Job Descriptions for P and P
 1. 5.3 Ice Allocation. It will be removed because there are too many variables to guarantee ice times to any teams.

4. Succession Planning
 1. Ice Scheduler
 2. Risk Manager
 3. Treasurer
 4. Vice President
 5. Secretary
 6. Director of Recreation

Kate will put out the job descriptions onto the website so people can see what the job descriptions are and what we're looking for. Again, we are looking for people who might fit the roles and bring experience.

And for board members who's 2 year position is up. Who is planning on staying or going from the board:

Kendra Ice Scheduler: Planning to leave

Adora Risk Manager: Planning to stay

Karen Treasurer: Planning to leave

Kate Vice President: Planning to leave

Poppy Secretary: Planning to leave

Christine: Director of Recreation: Planning to stay and interested in ice scheduler.

This means 4 board members will be exiting and will need to be filled. Board members may move around to different positions, but 4 people need to be elected to the board.

This is not written in stone, as board members can choose to stay and be voted back in, but at this time, this is their intention.

5. Refereeing Outside our Organization (covered in directors reports above)
6. Gaming grant planning meeting and budget meeting
April 2 Gibsons
7. Female Hockey Program proposal

9:19 in camera

9:26 out of camera

To Do:

Stacy to followup on the storage unit hours and access.

Kate to send out survey around refereeing

Kate to send an email to Jennifer Stapleton in regards to the female program.

Next Meetings:

Awards planning meeting: Tuesday February 25 6:30 Sechelt

Board Meeting Tuesday March 11, 2025 at 6:30 Gibsons

Gaming/budget meeting: April 2, 2025 6:30 Gibsons