



Board Meeting Minutes

Date: November 18, 2021 7:00 pm

In Attendance: Steve May, Tracy Doyle, Kathy Mikkelesen, Brent Parrish, Donna Douglas, Mark Hall, Kimberley Aitkens, Kevin Salmons, Ryan Tilden, Martin Oates, Kristine Haywood, Jason Fletcher

Via Zoom: Jen Vossen, Jordan Rintoul, Trish Oates

1. Call to Order- 7:03 pm

- Adoption of Agenda: Kevin/Kathy
- Adoption of Minutes from October 14, 2021 Board meeting: Mark/Donna

2. Correspondence

- VIAHA Mandatory Vaccination Requirement (Attached)
 - VIAHA U11 Development Placements (Attached)
 - VIAHA Island League Placements (Attached)
 - VIAHA Affiliation (Attached)
 - PHO Gatherings and Events (Attached)
 - Lead Forward Program
 - The female zone lead for Okanagan sent this to rest of the zone leads around BC and I want to pass it along to you in case your association wants to apply for this grant. Note that November 25 is the deadline to apply. Thanks and best wishes to all.... Laurie Wishart
- <https://www.viasport.ca/grant/leadforward-grant-advancing-balanced-representation-sport>

3. Committee & Director Reports

- President (Attached-Board Reports)– Steve
 - Congratulations to all the PMHA teams who played in tournaments this past weekend
 - Jason Syrotuck ran a very successful ref clinic this past week
- VP Admin (Verbal)- Kevin
 - Has been spending time working with Coaches and Div Managers on getting AP's
 - Photographs went well. Thank you to Farrah for the work she put in getting this all coordinated
 - Has been supporting the Covid coordinator and work on the Communicable Disease Plan is being done. This will be shared with the board prior to it being shared with the association and should be ready soon for distribution
 - Non-parent head coach policy has been brought forward for clarification. Policy needs to be worded more clearly to relay what PMHA will pay. This will be worked on this year
 - There have been a few discipline issues that have been dealt with this month
- Treasurer (Verbal) Kathy

- Gaming Account, Main Account, Budget vs Actual Records Attached
- Has a cheque ready for Jordan to take to the Panthers
- Registrations and development are both down but with increase in gaming grant and Rep assessment fees we will be ok if spending is kept under control. Still missing ice rental bills and have not paid for player and goalie development
- Tournament fees are due back from teams by Dec 1. This year all teams were offered to have association pay for tournaments upfront and then pay it back, in the past this has only been offered to Rep teams.
- Two ref pays done on the 15th of the month. Now have processes in place and it is going well
- Gaming and Sponsorship (Attached- Board Reports) Chad
 - No motion required for getting/paying for the Sponsorship signs, this will proceed as outlined in report
- Risk Management (Verbal) Ryan
 - Discipline issues covered in Kevin's report
- Social Media/Teamsnap/Website (Verbal) Kimberley
 - Social media going well, lots of good pictures coming in and getting posted
- Covid Coordinator (Verbal) Kristine
 - About half the teams have sent in the volunteer proof of vaccinations
- Ice Allocation (Verbal) Martin
 - Ice bills will be going out to Rep teams in mid-December and all teams get ice bills at end of season
 - Working on finding his replacement
- Development (Verbal) Mark
 - In the new year will be looking at numbers vs. budget
- Registrar (Verbal) Donna
 - Most of the AP's are complete
 - Registration is down but we have had some new players join
- Goalie Development (Verbal) Brent
 - Morning sessions have had some hiccups but have been going well and the lights are on. Monday afternoon is only 45 minutes long and it is not necessarily a good value for the money being spent on coaching, considerations on how to fix this in the future
 - Looking at other ways to offer development, possibly clinics at specific times of the year
- Tournament Coordinator (Verbal) Tracy
 - Postmortem meeting for the Larry Orr tournament happened
 - Starting to plan for next year's tournament and processes that can be used for all tournaments that we host. Looking to make our tournaments an experience for teams so they want to be there.

4. New Business

- Vote - New VP-Ops.
 - **Motion** to appoint Jason Fletcher to the position of VP-Operations for the remainder of this season. **Moved by Kevin, seconded by Ryan-CARRIED**
- Spirit Rally - Anita Davidson has volunteered to organize the Spirit rally for this season

- COVID monitoring discussion/policy
 - Kristine has given guidance/suggestions to teams for the covid monitor: position in the arena and use of stamps or wrist bands. Communication will be going out to team managers
 - Health Check questions being updated
- Communication - lines of discussion
 - Review of following the chain of communication if there are any concerns: first through managers and coaches unless the issue is with them, then goes up the chain to Div managers. If it cannot be sorted out there it will be elevated depending on situation to VP Admin or VP Ops and if necessary, Risk Manager
 - Try to keep things open and as fair as possible.
 - Communication may not be as timely as others hope for but it should be remembered that we are all volunteers and responses may take time
- Succession planning - finding your replacement if you are not running next term. It would be nice to have time to mentor your replacement.
- Lending small nets to Victoria for the Christmas Timbits tournament. Will get them the contact info of our supplier
- Buddy Check for Jesse will happen January 24-31. They will supply all material free of charge and are accepting donations. We will donate this year and will put this in the budget for next year.

5. Old Business

6. Future Meetings

- Thursday December 16, 2021 7:00 pm. Location Panorama Board Room

7. Adjournment- 8:12 pm