



## Board Meeting Agenda

November 9, 2023: @ 7:00 pm

Panorama Recreation Centre

In Attendance:

Call to Order @ 6:59pm

- Territorial Acknowledgment
- Adoption of Agenda: Move by Farrah, Seconded by Jono – carried
- Adoption of Minutes from Board meeting: Move by Brent, Seconded by Krista – carried

### 1. Correspondence

- Gaming e-statement
- Main account e-statement
- BC Hockey - Hockey Day in Canada
  - Peninsula given time placements
- VIAHA - Island League Placements
  - Tiering complete and all teams placed well with one exception, U13A
  - Coach and manager of U13A are working hard to review tier place
  - Commissioner does not determine schedule, just publish it
- VIAHA - Participation in non-sanctioned events
  - Reminder of what we talked about last time

### 2. Committee & Director Reports

- President – Steve
  - Photo day was very smooth
  - Big shout out to Farrah and Krista for their hard work on that
  - Ice allocation has been great
  - Great work by Krista on waivers
  - Transition board positions
- VP Admin – Jennifer
  - Working lots with managers to help get waivers signed
  - Fielding lots of questions and complaints about dressing room key assignments
  - Sponsorship – ensuring what we need, receiving lots of emails with vector logos and get banners made on time
- VP Operations – Jason
  - Several requests from teams for mentorship, specifically Peninsula Panther players, do we need activity leader RIS – yes
  - Requests and concerns around team sizes either too big or too small
  - We can't consolidate or create more players, participation can be low
  - Couple incidents
  - Salish Storm – kindergarten to grade 12 – can we create a scholarship to play minor hockey (add to old business for January, to vote on)
  - Currently we have to pay Panorama to have the skate shop open for 2 hours and

- it's very expensive
  - Instead, thinking of providing the sakes to each player that needs it instead of paying to have the skate shop open
- Treasurer – Kathy
  - Report submitted
  - 53% surplus, suspect this will be reduced for jersey purchases
- Registrar – Donna
- Development – Nolan
  - Week 6/9 of first session, no issues behavioral or safety issues
  - Nothing reported by Rob
  - Holiday Monday on the 13<sup>th</sup>, got another ice time
  - 25-30 spots available for session 2, 6 people wanting to register for January start
- Ice Allocator – Trish
  - Lots of requests for ice after November 26 for rec but waiting for rep schedule
  - Met with Panorama on Friday
  - Tournament ice – Panorama (P) won't hold ice for tournaments unless we contract it, then we have to pay for all of it and we wouldn't be able to return any
  - As a board, are we willing to agree that the tournament has to pay for the entire time blocked, whether they use it or not (add to Old Business for next agenda)
  - 90 days to return ice, which makes it very difficult to return ice, even if we have to cancel the tournament
  - Panorama wants 2 weeks notice to book a room
  - P explained that it goes to multiple levels of people to get one contract signed
  - Jason – should we ask other CRD teams how they deal with these issues to find out if they have the same issues
  - Winter classic ice – still need this ice time confirmed
  - No one else is able to do the Panorama arena coordinator role on weekends, so updating the monitor on the weekends can't happen
  - Need to meet with Katherine to answer the questions discussed
  - Create a buffer/risk account to cover ice so if you need to book the entire weekend, increase tournament fees to cover this
  - We charge \$1800 tournament fees per team
- Gaming/Social Events – Anita
  - Between myself and the board get spirit rally done
  - This year, include each age group, invite every div manager into spirit rally organizing committee from U7 – U21, then we will have people more experience organizing the rally
  - Start this in December
  - Spirit Rally is Tuesday March 12, 2024
  - Ask Kevin Salmons to request Indigenous community member to join us for the spirit rally
  - Should we invite Salish Storm to the Spirit Rally? We can yes, we just started giving away the jersey
- Website/Social Media – Farrah
  - Photo day thank you to all the volunteers who helped
  - Photographer was early, brought his own team, gave him a gift card as a thank you
  - Nothing else for website and social media
- Volunteer Records – Krista

- Volunteers are all qualified!
- Some coaches have to do a course by December 31<sup>st</sup>
- After course, send it to Jason to sign it, then mail or scan it to BC Hockey
- Do we have a protocol for people who are on the ice who are not rostered on any team because they are not covered by insurance
- Send out a letter to everyone – Krista will draft it
- We allowed U7 to have more
- Tournament Coordinator – Tracy
  - U13 tournament is happening
  - Meltdown tournament will not happen in 2024
  - Send social media content about tournament
- Sponsorship –
- Peninsula Player of the Week – Jordan
- Equipment – Jono
  - Still have some pucks but they seem to be disappearing
  - Can make space for skates for Salish Storm in containers
  - Jerseys options brought for review and discussion
  - If we change design, we will have to buy more to replace other ones
  - Need to decide if we want to keep the logo
  - Pro Joy brand last time through Hometown
  - Atomic jerseys are an issue but are free, weird numbering that are not sequential, players get to keep the jerseys, usually not an issue because we didn't have such large teams. We don't have a yellow set, just a black set for peninsula jerseys.
  - Suggest to change the numbering for U11 to match the Atomic numbers – yes
  - Motion: Peninsula Minor Hockey Association supports the purchase of a new set of home and away jersey for the entire association using reserve funds with keeping the same style and logo from previous years. Moved by Brent, seconded by Kathy – **carried**
- Goalie Development – Brent
  - Going well except with funds due to so many goalies on the ice, added additional coach, now sessions are expensive
  - Suggest to increase budget by \$1000
  - Otherwise we have to put a lot on the ice at the same time
  - \$3000 for assessments and \$5000 for development
  - Kathy will look into budget (add this to Old Business on next agenda to follow up)
  - Strong interest in U9 goalies
- Safety/Risk Manager – Lindsey
  - RIS for parent, all complete 104
  - ePact is almost settled
  - communicating with managers over Team Snap which is going well
- Secretary – Michelle
  - Need AGM date at Greenglade
  - Room bookings for monthly Board Meetings reserved, can officially book in the new year
- Dave – referee
  - Nothing to report

### 3. New Business

- Meltdown Tournament refund request

- U7 division manager and team manager requesting the 2023 meltdown tournament carry over amount of \$360-600 to apply to one of their team tournaments fees – decision: no
  - Fees intended for tournament
- Sidney Sparkles Parade Organizer
  - Sunday December 3<sup>rd</sup>
  - Need to get it sanctioned
  - Need more candy this year
  - Need a Trailer/flat deck then decorate it
  - Social media request for volunteer to organize
- Non-parent rep pay request - U18 B
  - 2 assistant coaches on U18 B Nathan Hauser and Julien Philips Jr
  - Policy to pay up to \$1500 each to assistants coaches, paid in 2 payments
  - Policy needs to be updated to non-relative instead of non parent
  - Motion: as per policy to offer stipend of \$1500 for each Julien Philips Jr and Nathan Hauser in their role as Assistant Coaches for U18B, moved Kathy, Seconded Krista – **Carried**
- Succession planning for outgoing positions (see Appendix A below)
  - For positions with no one identified, need knowledge transfer documented
  - VP Ops has not identified anyone yet
    - In the past had a more established coach group
    - Coaches are not at the board level
    - Most of the work is in the summer which can be split up between multiple people
    - Committees need to be better utilized - coach selection group, dispute resolution – obligation to participate in at least one additional committee for each board member
  - President – have people in mind
  - Trish – have someone else in mind
    - We wrote up our descriptions for each role and cheat sheet
    - All current members are willing to consult
  - No director at large max
- Ensuring music playlists are appropriate
  - Received complaints and concerns about music played at games
  - Reminder – if you are doing the music, please make sure it is appropriate and is the 'clean' or 'radio' version
  - The volume has been too loud for refs to communicate with each other and coaches
  - Send communication to association for clean and neutral volume level
- Improving the AP process for our registrar – table for next meeting due to time and registrar not here (add to Old Business for next meeting)
  - Need FAQ even though it is in the policy and bylaws
- Hockey Day in Canada planning
  - Held in Victoria January 19-20
  - Outdoor ice sheet at ship point
  - Peninsula provided with 2 ice slots
  - 20<sup>th</sup> 3-4pm
  - Thursday 18<sup>th</sup> 2-3pm
  - Anita, Krista and Farrah to help
  - Expression of interest for teams and pull names

- Neck guards for referees
  - JDF new rule for refs require neck guards
  - AHL teams are adopting individually
  - WHL are adopting this
  - Wondered why we don't wear them now and cut resistant gloves
  - Make it mandatory for Peninsula refs and worn appropriately
  - Shortage of neck guards at stores due to the focus on them
  - Motion: as of December 1<sup>st</sup> all referees working games at Peninsula Minor Hockey events will be required to wear a BNQ certified neck guard as a trial basis until the end of the 2023/24 season. Moved Farrah, seconded Krista. – **Carried**
- Enforcing neck guard rules for players
  - Spirit of the rule is adhered to but not all players are wearing an actual BNQ certified neck guards
  - Equipment safety checks are needed at every game, not just playoffs
  - Communication should come from VIAHA
- Update - Panorama Billing procedures
  - Managers only can book rooms for their team and must make payments at the time of registration

4. Old/Tabled Business

5. Future Meetings

- Board Meeting December 14 at 7:00 pm at Panorama

6. Adjournment motion Trish – carried 9:09pm

#### Appendix A – Board Member Terms

| Term Ending May 2024 |                |   |
|----------------------|----------------|---|
| Position             | Board Member   | Notes   |
| President            | Steve May      | Willing to be a non-voting, non-attending board consultant for next season                |
| VP Ops               | Jason Fletcher |   |
| Ice Allocator        | Trish Oates    | Potentially Chelsea Stanley   |
| Risk Manager         | Lindsay Ward   | Lindsay is open to staying on another term, yay!  |
| Social Events        | Anita Davidson | Hoping one of the Div Managers who helps with the Spirit Rally will step up to this role. |

|   |                   |   |
|---|-------------------|---|
| Sponsorship/Gaming                          | Open              | Donna Douglas has expressed interest  |
| Registrar                                   | Donna Douglas     | Erin Jensen, Director at Large, to be voted in at AGM for 1 or 3 year term                |
| Treasurer                                   | Kathy Mikkelsen   | Jen Hodgkinson, interested in taking position   |
| Website/Social Media                        | Farrah Simpson    | Willing to stay on another term<br>Requested a secondary person to help with Social Media |
| <b>Term Ending May 2025</b>                 |                   |   |
| VP Admin                                    | Jennifer Madeiros |   |
| Secretary                                   | Michelle Philpott |   |
| Volunteer Records                           | Krista O'Connor   |   |
| Development                                 | Nolan Walker      |   |
| Jerseys and Equipment                       | Jono Dunlop       |   |
| Tournament Coordinator                      | Tracy Doyle       |   |
| Panther Player of the Week/Panthers Liaison | Jordan Rintoul    |   |
| Goalie Development                          | Brent Parrish     |   |