



Board Meeting Agenda September 2024

September 12, 2024 @ 7:00 pm

Panorama Recreation Centre

In Attendance: Lindsey, Jono, Ashley, Michelle, Erin, Jennie, Krista, Tracy, Farrah, Kathy, Steve, Dave, Elyse, Jen H., Chelsea, Chris, Jen M
(no zoom)

Call to Order @ 7:00pm

- Territorial Acknowledgment
- Adoption of Agenda: Move by Jen, Seconded by Ashley
- Adoption of Minutes from August 8th Board meeting: Move by Elsy, Seconded by Jono

1. Correspondence

- VIAHA Memo: Interdistrict Travel Approvals
 - Application to tournaments outside VIAHA territory
 - Done by paper
- BC Hockey Memo: Minimum Suspension Guidelines
 - Updated and sent to Division Managers, and Coaches be familiar with them
 - Referees are not required to be part of these guidelines, they just call penalties and write reports to be sent to VIAHA
 - Mention at the Manager meeting, need to know these guidelines, in case they don't get a letter in time
 - Available on the BC Manager Hockey website
 - Manager meeting maybe Monday September 23rd – TBD
- BC Hockey Memo: Championship Host Sites
 - Some travel may be required to attend host sites

2. Committee & Director Reports

- President – Lindsey (see attached)
 - 17 at the VIAHA president meeting last week
 - Biggest takeaway is that PMHA is doing very well – collaboration, certifications, policy, assessments
 - Other associations were looking at our policies
 - Acknowledge all the efforts around the assessments, particularly Jono and Jen M.
 - Ashley so involved in goalie assessments
 - Michelle sending communications
 - Erin answering so many questions and emails
 - POW are update to date
 - Acknowledgement and appreciation to everyone around the table for the exceptional efforts
- Previous President – Steve
 - Excellent to see how well things are going
- VP Admin – Jennifer
 - Div and team managers calling lots, we were refunded for the U9 ice that was double booked

- After balancing games, working on other admin items
- Want to bring Live Barn to Victoria, like Netflix but for youth sport
 - Great to put in both arenas and blackout times/days to not interfere with Panthers games
 - Have to subscribe for a monthly fee
 - Suggest going in on this with Rod Senior, Lacrosse
 - Feedback from Board was positive, Jen will reach out for more information
- VP Operations – Jono (report attached)
 - U11 assessments done today
 - 1 rep team, 3 rec
- Director at Large – Jason (not here)
- Treasurer – Jennifer H.
 - Use Treasurer@pmha.bc.ca email only
 - If there is an urgent payment request, please text me
 - Stipend requests need a Team Manager to send email to the Board as a formal request to have a stipend for non-parent coach, then board needs to approve, potentially 4
 - Stipend for assessments must stay within budget
 - Teams who have non parent coach are responsible for travel costs, outlined in policy
- Registrar – Erin (report attached)
 - Photo waiver needs signed, sent a communication
 - Need to ask Hockey Canada to have this requirement in alignment with other waivers for Spordle
- Development – Nolan (not here)
- Ice Allocator – Chelsea
 - Given VIAHA ice for all placement games
 - Dave has an assistant so get schedules more regularly
 - Software is working well, needs learning for Team Managers
 - New Ice Allocators for Panorama
- Social Events – **Vacant**
- Website/Social Media – Farrah
 - Website updates are mostly done – tournaments, development to promote them on the website
 - Ask that you check the website for the area of your responsibility and let m know if you would like an update
 - Social media has been slow, need to update at the Manager Meeting or any other content to send
- Volunteer Records – Krista
 - New process for CRC this year, I have to confirm their identification
 - Team manager needs to communicate to parents that need government issued photo ID needs to be sent to Krista
 - Only have one rostered team manager and one head coach, for the teams who have more, the need to choose one in order to have games
 - Need to take this offline so to communicate to the coaches and team managers
 - Not limiting the number of assistant coaches and safeties this year
 - Cannot add anyone to a roster who does not have their certifications
 - For coach courses, as long as they are registered for the course

- Parent who wanted to be a safety was suspended last year: no, they cannot
- Tournament Coordinator – Tracy
 - Registrations are going well
 - Larry Orr ice is set and teams are set
 - Winter Classic ice is set, only 4 more spots to fill
 - Discuss March tournament, waiting to hear back from JDF
 - Suggest getting a PMHA credit card to use to book tournaments and hotels
- Sponsorship/Gaming – Elyse
 - Have the tickets printed, need manager names to give them to
 - Elyse and Jen will meet about sponsorships
 - We did receive the gaming grant \$56,000
- Peninsula Player of the Week – Jennie
 - POW completely full plus waitlist who are guaranteed a spot for next year
 - Panthers want to do a ticket sales competition, \$1 to Murphy Foundation and \$1 of sales go to PMHA, every PMHA team would sell as much tickets as possible and win time with Panthers
 - Lindsey will speak with Ken about this
 - Suggest voluntary involvement for teams due to many other commitments required
 - Panthers working with schools to have players go into the schools, meet their volunteer hour requirements which Panthers require to be on the team
- Jerseys – Chris
 - Nothing to report
- Acting Equipment – Jono
- Goalie Development – Ashley
 - Just started in the role
 - Working on a presentation Jason Reimer can do for our coaches
 - All goalies set on each team
- Safety/Risk Manager – Kathy
 - ePact increases from \$2/member, next year will be \$5/member, need to consider this in the budget
 - 95% of families have completed their ePact
- Secretary – Michelle
 - Nothing to report
- Referee in Chief – Dave
 - Please invite me to the coach/manager meeting
 - Reminder to have requests for referees by Monday for the next week, requests should go through Ice Allocator
 - Schedule goes out for refs on Tuesday, otherwise it's a special request
 - Team Managers need to request refs through the Ice Allocator, if they have ice for a game, the Ice Allocator will notify Referee in Chief
 - Want to not use Spordle as it is an extra step for me, give access to Google doc that tracks games and refs to Ice Allocator
 - Need to revise ref pages on website
 - Drafting an ice official manual

3. New Business

- Giving VRC ice at Panorama for practices – discussion

- Communications have happened with VRC
- We don't have a lot of available ice
- With new Ice Allocation software teams can go in and select available ice
- VRC is asking about ice sharing but they don't have a current contract with Panorama and are not covered by insurance, panorama requires 14 days to have a contract
- We can release ice to panorama, who have a list of people who want ice, VRC would not be first in line
- Panorama said they can accept ice back within 2-3 days with refund
- Parents are not happy to see VRC practicing during prime time, that came directly from Panorama, that was not PMHA ice
- VRC tier 1 wants to AP from PMHA teams for practices
- You can only AP to one team for games
- Goalie Development, Brent Parish Resigned (vote in new board member)
 - Ashley - Asked for feedback, lots from younger player parents
 - Reimer has a program to teach coaches on how to be a goalie
 - Want to introduce mental health support for goalie
 - Motion to vote in Ashley Coull to position of Galie Development Coordinator for a period of 1 year, motion by Jen M, Seconded by Jen H – **Carried**
- Communication and schedule for Photographer – Wednesday Oct 9th.
 - Farrah will make the schedule and send out schedule
 - Michelle will put in Team Snap event
- Spirit Rally date March 11, 2025
 - Book ice time through Panorama
 - Put in team snap
 - 6pm (block 5-8pm)
 - Char Carey might be available to be Spirit Rally Coordinator
- Parent request for fee support for Eagles Development
 - Funding available from Napier family
 - Suggest we wait for grants to come through to see who else may not get one
 - Kid Sport, Jump Sport grants take a while
 - Put list together of who may need funding/have not paid fees – do this offline
- For next meeting – do we want to put games on our website

4. Old/Tabled Business

5. Future Meetings

- Board Meeting October 10th, 2024 at 7:00 pm at Panorama, there will not be a zoom link

6. Adjournment – Motion made by Krista, seconded by Erin at 8:53pm

7. Appendix A – Board Member Terms

Term Ending May 2025		
VP Admin	Jennifer Madeiros	
Secretary	Michelle Philpott	
Volunteer Records	Krista O'Connor	

Development	Nolan Walker	
Jerseys	Chris Young	
Tournament Coordinator	Tracy Doyle	
Goalie Development	Brent Parrish, resigned Sept 2024, Ashley Coull voted in	
Equipment – Acting	Jono Dunlop	

Term Ending May 2026		
Position	Board Member	Notes
President	Lindsey Ward	
Previous President	Steve May	
VP Ops	Jono Dunlop	
Panther Player of the Week/Panthers Liaison	Jennifer Stanford Fritz	
Social Events	Vacant	
Ice Allocator	Chelsea Stanley	
Treasurer	Jennifer Hodgkinson	
Sponsorship/Gaming	Elyse Pitcher	
Registrar	Erin Jensen	
Risk Manager	Kathy Mikkelsen	
Website/Social Media	Farrah Simpson	
Director at Large – Coaching Coordinator	Jason Fletcher	