



## Board Meeting Agenda October 2024

October 10, 2024 @ 7:00 pm

Panorama Recreation Centre

In Attendance: Lindsey, Jen M, Jenn H, Elyse, Krista, Jason, Erin, Michelle, Ashley, Jono  
(no zoom)

Call to Order @ 7:02pm

- Territorial Acknowledgment – Lindsey
- Adoption of Agenda: Move by Krista, Seconded by Jen M
- Adoption of Minutes from September 12<sup>th</sup> Board meeting: Move by Jen M, Seconded by Jenn H

### 1. Correspondence

- University of Victoria Concussion Research Opportunities
  - 30 min intake, blood, saliva, testing, monitoring – free
  - Send this information to managers and suggest to families if their player has a concussion
    - No-cost baseline concussion testing: Ideal for monitoring athlete health and performance, especially in a high-contact sport like hockey.
    - Post-injury assessments: Should a player sustain a concussion, we offer testing to track their recovery and provide data to support safer return-to-play decisions.
    - Contribution to future safety: Participating in this research helps further the science of concussion management and can directly impact the development of safer protocols in youth sports.
  - Lindsey will reach out to UVic to ask about sample sizes and then share with Div/Team managers
- Hockey Canada Gender Identity Training Session
  - 90 minutes online session, optional, training
  - If interested, reach out to Lindsey

### 2. Committee & Director Reports

- President – Lindsey (see attached)
  - Next priority is to determine tiers for all rep teams
  - Asked coaches on where they think their teams should be
- Previous President – Steve
  - Steve Marsh's award needs fixing
  - Jason will bring it to Wayne Ross for fixing
- VP Admin – Jennifer
  - Seek interest in policy committee members to start meeting in November
  - Representatives at all levels
  - If any board member has any policy change requests to send to Jen
  - Suggest to keep on time for meetings, if you submit a board report, we don't need to speak on things so we don't rush going through new business
  - Recruiting new members

- VP Operations – Jono
  - U15 we tried to have a B team, unfortunately based on scores and potential injury, we are reviewing moving to house
    - They want to participate in the Larry Orr tournament this weekend
    - After this weekend, we will announce new teams, meet Tuesday evening with new C teams, get organized for practices
    - Krista will send new team rosters to Erin and Kathy for Team Snap and ePact
    - Extra practice could take the revenue from the tournament to pay to keep it
  - U8 is unbalanced so working with Div manager and coaches on this
  - U13 C2 team is weaker
    - Next year, after balancing games, coaches will draft players to prevent unbalanced teams
  - How do you manage friendship requests? Families play house because they want to go with their friends.
    - Policy is that we will do our best facilitate friend requests
    - Some request for transportation needs
    - Can never make everyone happy
- Director at Large – Jason
  - Taken over panther's player of the week past few weeks
  - Changes to the program: announcement with me, run the board, push buttons, stay in the score box
  - Created sheet with all players faces that is autographed for the kids
- Treasurer – Jennifer H.
  - Going back to gaming grant to see if can get more money. They told us we didn't have the correct language to be eligible to receive the full amount so we are working with them to show them we do have the language.
  - Busy on reimbursements
- Registrar – Erin
  - Napier's want to donate money, we are waiting on grants so we know who else needs funds for fees
  - Once we know about grants, we will reply to the email chain to the Napier's
  - One family has 3 players who have paid but not shown up to any practice or game
  - Jason – I know this family, we will work with them
- Development – Nolan (not here)
- Ice Allocator – Chelsea (not here)
- Social Events – **Vacant**
- Website/Social Media – Farrah (not here)
- Volunteer Records – Krista
  - Royal Players are allowed to attend practices if they have a sanction, don't need CRC or RIS
  - PMHA would do the sanction
  - Lindsey will connect with Royals about this and link in team managers based on when the Royals players are available to attend a PMHA team practice
  - 210 volunteers, waiting U8 and U9 team volunteers, deadline for courses is October 31
  - U13 C2 does not have a lot of safeties, may need to get more volunteers
- Tournament Coordinator – Tracy (not here)
- Sponsorship/Gaming – Elyse

- All raffle tickets handed out
- Draw is December 17<sup>th</sup>, need 3 board members to attend draw
- Policy committee to update sponsor name on jersey
- Custom jersey, single sponsor approved by President will allow on jersey
- Peninsula Player of the Week – Vacant
- Jerseys – Chris (not here)
- Acting Equipment – Jono
  - No report
- Goalie Development – Ashley
  - Goalie development is now settled, accommodated some requests for this year, but going forward we will probably return to our typical development program next year
  - Austin is rostered because does not have certifications, but now has joined another association so can't be rostered anymore
- Safety/Risk Manager – Kathy
  - 2 injury reports; wrist and knee, expecting another for a broken leg
  - 8 outstanding RIS
  - ePact has 2 outstanding, new players
  - Dispute resolution committee has been busy – which is when there are major issues like game misconducts, off ice conflicts, try to manage at the team level, escalate to the board level and disciplinary committee – Risk Manager, VP Ops, and one more. VIAHA has consequences and PMHA can decide on further consequences if needed. Committee will do the investigations and bring decision/recommendation forward to the board to vote on.
- Secretary – Michelle
  - Nothing to report
- Referee in Chief – Dave (not here)

### 3. New Business

- In Camera Discussion as per President's request (confidential conversation)
- Addy McDonald, non-parent assistant coach for U13A request stipend for \$1500 Julien Phillips and Nathan Hauser, non-parent assistant coaches for U18, \$1500 for each
  - Wayne Ross' former player, multiple seasons as a coach, travels to tournaments
  - Paid in 2 payments; Nov/Dec, Feb
    - Motion to grant Addy McDonald, Julien Phillips and Nathan Hauser a stipend in amount of \$1500 each as non parent assistant coaches – Carried
- March Break U7/U9 Tournament
  - Have we heard back from JDF President?
  - Do we just move ahead with it if we don't or haven't heard back from JDF?
  - Tessa Stittle has volunteered to coordinate the tournament but would like to know soon so she can start organizing.
    - Have not heard back from JD president after reaching out several times. I think we should go ahead.
    - March 21-24, 2025 - Westhills Arena U7 JDF jamboree
    - Lindsey will reach out to Tracy to confirm
- Buddy Check for Jesse
  - Stu Gershman reached out to me asking if we want to do BCFJ early this year. Typically, it's done in Jan/Feb. Last season was a bit of a flop with teams not participating as well as past seasons, so if we're going to do it earlier this season; I'll send out an email letting the

entire association know this will be happening and maybe we can push it on social media leading up to BCFJ week? Propose dates - Nov 18-25th. Is this ok?

- Good week, done early is good
- More social media posts
- Lindsey will let Tracy know

- Goalie Development Proposal (see attached) – Ashley
  - Need more younger goalies
  - Affected U11 rep team this year had to play house due to lack of goalie skills
  - Survey received feedback from 9 coaches, most do not feel equipped to coach goalies
  - PMHA has funded this program in the past but this program is now improved, includes videos, this is the first time he's done the video part, Brent Parish supports it
  - Goalies need to learn the basics and fundamentals before attending goalie development from coaches however, coaches don't feel they are able to coach goalies
  - Suggest we make this mandatory for 1 coach from each team to complete, this ensures they have the basic skills to coach goalies and also that we get our money worth
  - Goalie Training includes handbook, videos and 2 hour seminars \$1500 + GST, future cost would be \$300
  - Traditionally, U11 rep + go to goalie development with Jason Reimer
  - U11 house – U7 don't go to goalie development except this year they did, but it didn't work because they didn't have the basics. This program will help with that.
  - Do we have the budget? Yes
  - Motion to accept the goalie development proposal as designed by Ashley Coull for up to \$2000 – **Carried**
- Jen H, Treasurer:
  - Stipend – Formal Process? Google Form?
  - Antivirus for computers? (This may have been discussed already?)
    - Not needed
  - Team Bank Accounts
    - Banks require a letter from President or Treasurer for a non-profit bank account
    - Best to open the account in team name, not personal name
    - Able to transfer to other people
  - PMHA Email for Ref Payroll (Julie)
    - Julie Harman: [refpayroll@pmha.bc.ca](mailto:refpayroll@pmha.bc.ca)

#### 4. Old/Tabled Business

- Sprit Rally Coordinator – is Char Carey interested?
  - Date is March 11, 2025
  - Event has been added to Team Snap
    - Lindsey asked her and she said yes, but not sure if she has capacity
    - Not sure she can take this on
    - Perhaps Anita, Char and Tiffany B can be co-coordinators
- FYI Games have been added to our website
- Santa Parade – parent coordinator
  - Michelle will ask Charley
  - If she says no, ask Farrah to post on Social Media to ask for coordinator

#### 5. Future Meetings

- Board Meeting November 14, 2024 at 7:00 pm at Panorama, there will not be a zoom link

6. Adjournment – Motion made by Krista, seconded by Jono at 8:40pm

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	Ashley Coull	
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	Vacant	
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	