

Alberni Valley Minor Hockey Association
Executive/Management Meeting

June 19, 2019

7:00pm

Type of Meeting: Regular Monthly Meeting

Meeting Location: Best Western Barclay

I. Call to order – 1900

Attendance: Mike Doucette, Roxanne Leyland, Vesna Dorn, Sarah Bielert, Samantha Barrowcliff, Kord Kozocari, Cynthia Fowler, Amber Lamb, Marilyn Gibson, Dave Porter, Al McCulloch, Francois Warren, Stefanie Weber

II. Adoption of Agenda

M/S (Kord Kozocari/Sam Barrowcliff). All in favour.

CARRIED

III. Approval of minutes from last meeting

M/S (Kord Kozocari/Marilyn Gibson). All in favour.

CARRIED

IV. Reports

a) President – Mike Doucette –

- Attendance at VIAHA AGM.
- Recruiting of coaches for Rep Coaches. Young guys who really want to get into coaching but want to start in the Assistant Coaching role.
- Recruitment of interviewers for Rep Coaches – owner and coach of Nanaimo Bucks were the 2 individuals who came for interviews.
- Coach selection committee assembled.
- Correspondence with Dave Beatty on Zone team. Officers meeting on June 25 at which time they will make a decision if it will go ahead.
- Review of Policy and Procedures.

- Presented Isaac McDonald with the Official of the Year award from VIAHA
- Attended scholarship night at ADSS with Marilyn Gibson. Scholarships awarded to Graham Kumagai and Alisa Clydesdale.

b) Vice President – Kord Kozocari

- Cynthia Fowler and Amber Lamb to assist Kord in clean up and organization of equipment
- Donation received from Sharlene Chek for \$1000 to be used for a specific cause within minor hockey.

M/S (Kord Kozocari/Mike Doucette) to use the money toward purchasing iPads for electronic score keeping – association will require 4 (2 for each ice surface). All in favour.

CARRIED

c) Secretary – Andrea Massop - Nothing to report

d) Treasurer – Vesna Dorn

- Laptop purchased.
- Budget sent out.
- Question of sponsorship numbers
- Reconciliation of outstanding balance from previous seasons for some teams.
- Cheque Request form (go through the manager)

M/S (Andrea Massop/Sam Barrowcliff) adoption of cheque request form for all teams. All in favour.

CARRIED

- Cash security – issue of cash being dropped off in box. Instruct members to only drop off cash if there is a person in the office.
- Issue of bank charges of around \$4000 for use of credit cards and debit machines. Working on solution to reduce charges.

e) Director at Large – Dave Porter - Nothing to report

f) Director at Large – Amber Lamb - Nothing to report

g) Registrar – Samantha Barrowcliff

- **See attached report**
- Initiation numbers are very low. Potential solution of posting in Port Alberni Leisure Guide and also flyer like Nanaimo Minor Hockey. Suggestion \$100 for first time players is promoted.
- Amber Lamb to create brochure for promotion
- M/S (Andrea Massop/Mike Doucette) to mandate E pact in AVMHA for 2019/20 season. All in favour.

CARRIED

- We are registered for Buddy Check with Jesse. Green tape weekend to be announced. Support of the Executive.
- Coldest Night of the Year proposal for February 24, 2019. Would need sanction from Hockey Canada for teams to participate.
- Recreation Team Manager meeting with Treasurer at start of year. Support of the Executive.
- Equipment swap possibility – Marilyn Gibson: not enough kids/families who would use the opportunity. Francois Warren suggests that we get the equipment swap going on our FB page. Roxanne to post on FB that members are welcome to post equipment they want to sell on the AVMHA FB page.
- Posting on FB page or general email for any open Management Committee positions.

V. Reports by Management Committee

- a) Initiation Program Coordinator – M/S (Andrea Massop/Sam Barrowcliff) Cynthia Fowler will be the coordinator for the 2019/20 season. All in favour.

CARRIED

- b) Recreation Team Coordinator – M/S (Kord Kozocari/Dave Porter) Karen Kozocari will assume the position. All in favour.

CARRIED

- Will still take lead for Picture Day. Marilyn suggests we make it the latest day possible.
- Will take banquet coordinator role again for 2019/20 season. Maintain same plan as 2018/19 season for the 2019/20 season. Same meal, same date.

c) Competitive/Development Team Coordinator – Stefanie Weber

- Planned dates for tryouts: Checking clinic, Monday, August 26, 2019. Only open to players who have never taken clinic before, therefore first year Bantam Rep players and Bantam House and PeeWee House who may AP.
- **See attached schedule for tryout dates**
- Even if a walk on for some divisions, they will still use the ice for practice/start-up
- Need tryout jerseys (black set and white set) for divisions that are holding a try-out.
- Marilyn Gibson suggests that bars come off jerseys that do not have confirmed sponsors.
- Timeline for commitment for Rep: Players must be registered and paid by August 1, 2019 in order to try out for Rep teams. M/S (Al McCulloch/Sam Barrowcliff) that cut-off for Rep try-outs is August 1, 2019. All in favour.

CARRIED

d) Tournament Coordinator – Sarah Bielert

- Atom and PeeWee tournament will be split for the 2019/20 season and Atom will hold their tournament later.
- PeeWee and Bantam House tournament will split weekends instead of doing it all on the same weekend.
- **See attached proposed tournament dates**
- Stefanie Weber suggests that combining 2 divisions/teams into one tournament creates a problem in the valley as far as accommodation for incoming teams and refs for so many games.

e) Female Player Coordinator – Angela Cole - Not sure if she's continuing on in role

f) Risk Management Coordinator – Ron Tramer

- Email from Ron expression interest in continuing. M/S (Andrea Massop/Dave Porter) that Ron continues on in role as Risk Manager for 2019/20 season. All in favour.

CARRIED

g) Gaming and Licensing Coordinator – Sarah Bielert

- Need date for banquet.

h) Public Relations Coordinator – Andrea Massop - Nothing to report

- i) Sponsorship Coordinator – Marilyn Gibson
 - Confirming McDonald's as continuing sponsor for Atom House
 - Query if sponsorship amounts should remain at current levels for House teams. Agreement from Executive that sponsorship amounts are increased \$100 for Bronze/Silver/Gold levels.
- j) Ice Allocator – Sarah Bielert
 - Ice meeting next week with City
 - Ice should remain the same for the 2019/20 season
 - Will try to get another spot for Adult Skills and Drills
 - We may not have Female Impact this coming season which will give Recreation teams 2 spots/week
- k) Referee in Chief – Francois Warren - Nothing to report
- l) Coach Coordinator – Dave Porter
 - So far, all interest in coaching from previous coaches.
- m) Equipment Manager – Kord Kozocari
 - Discussed under Vice President report
- n) Tag Day Coordinator – Carrie Johanneson
 - M/S (Sam Barrowcliff/Andrea Massop) for Carrie to continue in position. All in favour.

CARRIED

VI. Reports by Division Managers

- a) Initiation/Novice Manager – confirm appointment
- b) Atom Division Manager – confirm appointment
- c) PeeWee Division Manager – Sabrina Saran - confirmed
- d) Bantam Division Manager – confirm appointment
- e) Midget Division Manager – confirm appointment

VII. Old/Unfinished Business

- a) Clarification of conflict of interest clause related to coaching and change made last season
 - Last season the Vice President, Kord Kozocari, was rostered as an Assistant Coach on Atom Development. The question was raised about whether this was allowed based on the Conflict of Interest of clause in our Policy in Procedure. After consultation with VIHA and their concern that we even had this language in our policies, it was decided by the Executive that, for now, we would have an understanding that this restriction only applied to the President being Head Coach of competitive team. We require officially record of this change.
 - M/S (AI McCulloch /Sam Barrowcliff) for the wording in the AVMHA Policy and Procedure manual to be augmented to clarify that only the President will not be permitted to Head Coach a competitive team. All in favour.

CARRIED

VIII. New Business

- a) Welcome by President/Intention for season – Mike Doucette – done during President report.
- b) Possible solutions for registration decrease due to cancellation of First Shift in August
 - TABLED
- c) Ice request from Skating Club for adult skills and drills – Mike Doucette
 - Discussed
- d) Presentation of coach selection for Rep teams – Stefanie Weber/Mike Doucette
 - M/S (Mike Doucette/Amber Lamb) to accept recommendation of Josh Fowler as Head Coach for Atom Development. Offer forth coming. All in favour.

CARRIED

- M/S (Mike Doucette/Sam Barrowcliff) to accept Jamie Ralston as Head Coach for PeeWee Rep. Offer forth coming. All in favour.

CARRIED

- M/S (Mike Doucette/Sam Barrowcliff) to accept Kelly Fines as Head Coach for Bantam Rep. Offer forth coming. All in favour.

CARRIED

- M/S (Mike Doucette/Marilyn Gibson) to accept Wade Nicklin as Head Coach for Midget Rep. Offer forth coming. All in favour.

CARRIED

e) Sponsor letter request – Marilyn Gibson

- TABLED

f) Recreation sponsors – Marilyn Gibson

- TABLED

g) Display Cabinet – Marilyn Gibson

- TABLED

h) Policy and Procedure Manual summer project – Samantha Barrowcliff/Andrea Massop

- Andrea & Sam to commence work on changes and present to Exec/Management committee.

i) Suggestions/Appointments for open Management Committee positions

- TABLED

j) Discipline Committee appointments for 2019/20 season

- TABLED

k) Tournament Schedules – Stefanie Weber

- Covered under Tournament Coordinator report

l) Possibility of mail boxes – Vesna Dorn

- Similar to Oceanside arena, mailboxes for each team manager

m) Changing of locks – Vesna Dorn

- M/S (Sarah Bielert/Stef Weber) to get all new locks on equipment lockers. All in favour. Cynthia and Amber to get new locks

CARRIED

- M/S (Sarah Bielert/Sam Barrowcliff) to get new locks on office door and equipment lockers. One per Exec and Rick Shevink. Sarah to contact city for permission/process. All in favour.

CARRIED

- n) Clean up/organization of division lockers – Member request
- o) Clarification/final decision on cut-off for Rep team registration – Stefanie/Mike – discussed and voted in V.c

IX. Tabled Business/Action Items

- a) Figure out how to organize iPad coordination from game to game

X. Move to Adjourn

Time: 2148

In-camera meeting.