

**Alberni Valley Minor Hockey Association  
Executive/Management Meeting Minutes**

July 31, 2019

7:00pm

Type of Meeting: Regular Monthly Meeting

Meeting Location: Best Western Barclay

a) Call to order – 1900

Attendance: Sam Barrowcliff, Mike Doucette, Kord Kozocari, Dave Porter, Amber Lamb, Vesna Dorn, Sarah Bielert, Stefanie Weber, Marilyn Gibson, Roxanne Leyland, Sabrina Saran, Carrie Johannesen

b) Adoption of Agenda

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

**CARRIED**

c) Approval of minutes from last meeting

M/S (Sam Barrowcliff/Amber Lamb). All in favour.

**CARRIED**

d) Reports

- President – Mike Doucette
  - Reviewed coaches meeting
  - Mike needs to report team numbers to VIAHA right away
  - Discussion: As Al McCullough, now holds a higher position within VIAHA, our current language states that he cannot hold a position within AVMHA without permission from the Management Committee. **Committee agreed that Al's position of "past president" is necessary, and have voted in favour of his continuing in this role, and on the Management Committee**
- Vice President – Kord Kozocari

- Discussion that Chelsea Olsen has offered to step forward to organize a float in the fall fair parade for AVMHA. As Cynthia Fowler is also in support of this idea, Kord will connect the two members as part of the “Parade Float Committee”
- Secretary – Andrea Massop
  - Regrets
- Treasurer – Vesna Dorn
  - Vesna and Sarah continue to review the financial statements and make corrections to report back to executive
  - Errors have been found, corrected and will be refiled with BC Societies Act and resubmitted to members when complete
- Director at Large – Dave Porter
  - Nothing to report
- Director at Large – Amber Lamb
  - Nothing to report
- Registrar – Samantha Barrowcliff
  - See Attached report
  - M/S (Sam Barrowcliff/Dave Porter) that AVMHA purchase Team Snap and mandate its use among all players and teams, with the cost charged back to the individual teams. All in favour.

**CARRIED**

- This includes the mobile app for all managers/parents/players along with the registration/invoicing modules, communication and scheduling tools for the administration team
- **Action: Roxanne and Sam to review the website application and decide upon the \$500 or the \$1600 one time set up fee for presentation at the next meeting**
- **Action: Sarah Bielert and Sam Barrowcliff to review the tournament application for presentation at the next meeting**
- Review of registration numbers; process (unpaid fees). Etc.

- Discussion of Midget Teams size – we do not have enough players to set up two midget teams. Arguments were made in support of two smaller teams, and for one larger team. Reminder by Samantha that emails have gone out to Midget age players that there will possibly be a midget wait list and that every attempt was made to inform parents of this.

e) Reports by Management Committee

- Initiation Program Coordinator – Cynthia Fowler
  - Regrets
- Recreation Team Coordinator – Karen Kozocari
  - Nothing to report
- Competitive/Development Team Coordinator – Stefanie Weber
  - M/S (Mike Doucette/Stefanie Weber) to reduce the rep (competitive) roster to 13 and 1. All in favour.

**CARRIED**

- Pant shells are ordered, as are socks
- Decision to keep report of competitive teams as follows; 1 Atom Development, 1 Peewee Rep, 1 Bantam Rep, 1 Midget Rep
  1. *NOTE: If team numbers drop below 13, then we will not run a team and will report immediately*
- Tournament Coordinator – Sarah Bielert
  - All tournaments are approved via VIAHA; awaiting BC Hockey Approval
- Female Player Coordinator – Angela Cole
  - Absent
  - Discussion that VIAHA does not allow dual rosters for females playing competitive teams
- Risk Management Coordinator – Ron Tramer
  - Regrets
- Gaming and Licensing Coordinator – Sarah Bielert

- Nothing to report
- Public Relations Coordinator – Andrea Massop
  - Regrets
- Sponsorship Coordinator – Marilyn Gibson
  - Thank you from Graham Kumagai (scholarship)
- Ice Allocator – Sarah Bielert
  - Need specific numbers/team make up to report to Dave Beatty (VIAHA)
  - Reminder that “folding a competitive team” if necessary, results in a large amount of rescheduling
  - Team makeup final decision:
    1. Atom Development (1), Peewee Rep (1), Bantam Rep (1), Midget Rep (1)
    2. Initiation Minor/Major combined (H1/H2) 1, Novice Minor (1), Novice Major (1) (Note that these are larger teams that are organized by grouping age)
    3. Atom Recreation (2), Peewee Recreation (1), Bantam Recreation (2), Midget Recreation (1)
- Referee in Chief – Francois Warren
  - Absent
- Coach Coordinator – Dave Porter
  - 10 regular every two-week goalie clinic; now set (thank you to the Ice Allocator)
  - Suggestion to invite Coaches to these goalie clinics
- Equipment Manager – Kord Kozocari
  - Nothing to report
- Tag Day Coordinator – Carrie Johanneson
  - Nothing to report

f) Reports by Division Managers

- Initiation/Novice Manager – Cynthia Fowler
  - Regrets
- Atom Division Manager – confirm appointment
- PeeWee Division Manager – Sabrina Saran
  - Nothing to Report
- Bantam Division Manager – confirm appointment
- Midget Division Manager – confirm appointment

g) Old/Unfinished Business

- Possible solutions for registration decrease due to cancellation of First Shift in August
  - Work with bulldogs coach with marketing for a free ticket and how much for first time player
  - Fall fair parade
  - Parks and Recreation leisure guide advertisement
  - Bulldogs and AVMHA players to go into classes and talk to students
- Sponsor Letter Request – Marilyn Gibson
  - Working on it
- Recreation Sponsors – Marilyn Gibson
  - Working on it
- Display Cabinet – Marilyn Gibson
  - Marilyn will follow up with the Arena Staff regarding previous plans for display cabinet and report back.
  - Marilyn will follow up with Jessica States award and ensure that it is prominently displayed.
- Open Management Committee Positions or changes
  - All positions filled for 2019/20 season

- Division Coordinator Positions
  - Note from Karen Kozocari; AVMHA is required to provide Division Managers for all divisions, however, as two divisions have only one team, the management committee has determined that the team managers can act in this role. (Applies to Peewee and Midget)
- Discipline Committee Appointments for 2019/20
  - **Action: Mike Doucette will present next meeting**
- New Business
  - Discussion re: individual sponsors for players (Competitive teams)
- Tabled Business/Action Items
  - See reports under Marilyn Gibson
- Move to Adjourn: Time 2125  
M/S (Mike Doucette; Kord Kozocari). All in favour.

**CARRIED**

- Move to in-camera  
M/S (Dave Porter; Sam Barrowcliff). All in favour.

**CARRIED**

*In-camera meeting.*

- *Upcoming meeting with member regarding Parent Code of Conduct*
- *Discussion regarding investigation and discipline process*