

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

September 25, 2019

7:00 pm

Type of Meeting: Regular Monthly Meeting

Meeting Location: Best Western Barclay

I. **Call to order** Time: 1900

Attendance: Mike Doucette, Ron Tramer, Samatha Barrowcliff, Dave Porter, Karen Kozocari, Sarah Saran, Heather Newton, Angela Cole, Francois Warren, Vesna Dorn, Cynthia Fowler, Sarah Bielert, Andrea Massop, Kord Kozocari

II. **Adoption of Agenda** (M/S – Mike Doucette/Sam Barrowcliff)

III. **Approval of Minutes from Last Meeting** (M/S – Kord Kozocari/Samantha Barrowcliff)

IV. **Reports**

a) President – Mike Doucette

Has been very busy with the start of Rep teams. Proposal that in coming seasons, Rep teams are tabled if there are not enough players trying out to make a full team. House teams have large numbers, which creates situation of having to sit players. Requests of player movement within divisions were used to help and most people spoken to were amenable to the change.

VIAHA meeting attended. Main focus of meeting was Dual Rostering.

Grow the Game – Hockey Canada program to entice new players to the game. Rick Schevink willing to be on the committee and need some committee members to help promote the game within the local elementary schools.

Leafs Alumni game – would like Initiation player with each Leafs alumni during the start of the game. More information to come. Game is February 21, 2020.

Dual Rostering – VIAHA and BCH have suggested that we adopt our own language surrounding dual rostering so we have clear policy.

(M/S – Mike Doucette/Samantha Barrowcliff) that **AVMHA supports dual rostering unless the secondary team has 17 players or more.**

**CARRIED**

Cynthia Fowler & Amber Lamb are taking over as **Equipment Manager** and Kord Kozocari is taking over as **Fundraising Coordinator.**

b) Vice President – Kord Kozocari - Nothing to report

- c) Secretary – Andrea Massop - Nothing to report
- d) Treasurer – Vesna Dorn

Having problems with e-transfers. Vesna is the only one who is able to e-transfer with our current banking system. She would like to move banks to the credit union so that there can be email approvals for e-transfers so she isn't doing it without any overseeing.

Query about Rep coaches and how often we are paying them. Coaches were paid monthly in the past and decision that discussion can be had with individual coaches to see when they would like to be paid.

Getting a lot of bills from teams for items that don't seem to be approved. Require a change of policy so rep teams and house teams can use funds for things like apparel (currently only says hotels and ferries).

50/50 – suggestion that if teams don't want to do 50/50 at their own games, other teams can be offered the time to do it. Committee agrees that the spot can be offered to other teams that might like it.

Books are caught up to September. Every team has been charged \$100 for keys and \$100 for Team Snap. Rep team charges are \$3800 for all except Atom Development which is \$3500.

There was \$1100 outstanding from last season for Midget House and it was not received from the team. Vesna has done a bit of financial forensics and found that it was from a tournament that was attended. The players from that team will be contacted to let them know their portion of the outstanding balance that they must pay.

- e) Director at Large – Dave Porter - Nothing to Report
- f) Director at Large – Amber Lamb - Nothing to Report
- g) Registrar – Samantha Barrowcliff

Team Snap issues.

Rosters are all complete.

ePact is not working well and causing much frustration. Suggestion made that paper copies of medical forms are given to each team so they have all the information available until ePact problems are sorted out.

Concussion testing to be done in the next few weeks for all teams Atom and above.

## **V. Reports by Management Committee**

- a) Initiation Program Coordinator – Cynthia Fowler

Numbers are still low

H1/2/3 are all on ice together. Problem with having coaches who don't want to be on the ice with younger kids. Solutions needed for keeping like skill levels together. Need more H1/2 players to be able to register for tournaments.

b) Recreation Team Coordinator – Karen Kozocari

Things going well with team formation.

Picture Day is October 15, 2019. Last year the association paid for a 5x7 picture for each player. Do we want to continue with this? Cost to the association was approximately \$3/player. We will continue to offer this for the 2019/20 season. Keep backdrop the same as last year with the arena seats.

c) Competitive/Development Team Coordinator – Stefanie Weber - Not in attendance

d) Tournament Coordinator – Sarah Bielert

Major thank you to Stefanie Weber for all the work she has done in the past to organize tournaments.

City has a new directive to not cancel their activities in the arena when we have a tournament running. Sarah is trying to work with the city, with the help of Chrissy Alarie to get this changed as much as possible to free up ice for when we have to fit in games on tournament weekends.

e) Female Player Coordinator – Angela Cole

Wondering what direction board is taking as far as supporting females. Would like as many opportunities for female players as possible to be on the ice in order to have better retention.

f) Risk Management Coordinator – Ron Tramer

*See attached report*

Does the association want to implement a policy for coaches/officials who have been out with illness/injury requiring a "return to ice" note? We should investigate policies from VIAHA and BCH related to this same issue.

g) Gaming and Licensing Coordinator – Sarah Bielert

\$50,000 given by BC Gaming as a grant. Most years, this grant pays our ice bills, which allows us to keep costs down to families for fees.

Vesna and Sarah are buying new 50/50 tickets which will be distributed to each team participating.

Raffle license application has been submitted for April 2020.

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

i) Recreation Sponsorship Coordinator – Marilyn Gibson - Not in attendance

j) Fundraising Coordinator – Kord Kozocari

Need for better reporting from teams about businesses that have been approached for donations already. Coordination of fundraising efforts among all teams so people aren't being overwhelmed

k) Ice Allocator – Sarah Bielert

“Home” game for Bulldogs is in Chilliwack this coming week so there will be ice available.

Ice available on the weekend and no one seems to want it. Will be released back to city at the end of the week.

Will be away after Thanksgiving when the schedules for league play come out. She will do her best to keep everyone in the loop but will rely on team managers to be a bit more on top of things.

l) Referee in Chief – Francois Warren

Wondering if there is policy for coaches having to shake hands with the officials at the end of a game. Kord Kozocari confirms that there is language that states coaches “shall” shake hands with officials at the end of the game. Division Manager and/or President will have a conversation with the coach.

Clinic is Friday, September 27 for new officials.

m) Coach Coordinator – Dave Porter

First goalie clinic happening this evening.

What the is the requirement for goalie helmets? They can wear regular helmets. Should we purchase goalie helmets? No.

n) Equipment Manager – Cynthia Fowler/Amber Lamb

Clean out done of some lockers. Cynthia is amazing and has worked so hard on this. We are so thankful for the time and effort that she and Amber have put into this much needed project.

Found some good quality goalie helmets and Initiation gear. Will store it properly so it can hopefully be used.

Pant shells are all picked up and distributed. No word on socks.

o) Tag Day Coordinator – Carrie Johanneson

Tag Days will be Oct 22, 23, 24 and maybe 2 shifts at Bulldogs game on Oct 25. West Coast kids are doing sessions at Co-op in Ucluelet and Tofino – the Swann family is coordinating this.

## VI. Reports by Division Managers

a) Initiation/Novice Manager – Cynthia Fowler - Nothing to report

b) Atom Division Manager – Heather Newton

Coaches who were going to take Coach 2 but have opted out because of time constraints. This leaves the teams with very unequal coaching staff. Potential that one team will not have any coaching staff that is valid. Need someone to step up soon to coach before January 10, 2020.

October 15 & 17 will be date for Coach/Manager meeting for House teams.

Large amount of tournament donations have come in. Query about what it can be spent on.

- c) PeeWee Division Manager – Sabrina Saran

Everything is great in PeeWee!

- d) Bantam Division Manager – Sam Barrowcliff

Coaches would like Francois Warren to come and talk to the players about dressing room conduct. Sam and Francois will find a mutual date that works.

- e) Midget Division Manager – Kord Kozocari

All seems to be running smoothly at this point. Numbers are down across all associations for Midget house teams.

## **VII. Old/Unfinished Business**

- a) Application for display cabinet – Andrea Massop

Cynthia talked to city and they will coordinate with her. Do not need to apply for grant from the city for this project.

## **VIII. New Business**

- a) Distribution of old goalie gear to ball hockey – Cynthia Fowler

Approval from Exec to donate old gear to ball hockey.

- b) Provision of goalie helmets – Cynthia Fowler

Discussed above under Coach Coordinator report

- c) H1/2/3 sharing ice – Cynthia Fowler

Discussed above under Initiation Coordinator Report

- d) RIS Code – Vesna Dorn

Vesna has distributed codes to those who need it. Please let her know when they are used so she can get more.

- e) 50/50 – Vesna Dorn

Discussed above under Treasurer report

- f) Recognition of members who have made donations – Cynthia Fowler

Second donation from Check family. Cynthia will get them a gift.

- g) Tablet storage – Amber Lamb

Would like to purchase a safe for iPads. Problem is that they need to be able to charge while they are being stored. Suggestion made by Cynthia that tablets (not iPads) are purchased so house teams can have one available to each team when they are up and running with electronic score sheets.

M/S (Mike Doucette/Karen Kozocari) that new donation is used to buy 6 new tablets for teams to use for electronic score sheets.

- h) Presentation of Policy & Procedure changes – Sam Barrowcliff

Tabled.

IX. Tabled Business/Action Items

X. Move to Adjourn

*In-camera meeting.*