



KMHA - Executive Minutes of Meeting

ACCEPTED
05NOV2018

Date: 03OCT2018
Location: Davidson Centre, Kincardine
Time: 6:30 pm
Duration: 1.5 hours

Present:

T. Desmond, President	K. Boulton, First Vice President
C. Lyndon, Second Vice President	B. Richards, Third Vice President
K. Helm, Secretary	T. Trudeau, Director of Tournaments
A. Janes, Director of Ice Scheduling	K. Wright, Head Referee
J. Beaty, Director of Purchasing and Equipment	M. Roppel, Director of Fundraising, Sponsorship & Gates
N. Bauman, Director of Registration	
J. Hunsburger, Town Contact	

Regrets:

M. McKenzie, Head Trainer & Risk Management
R. Renaud, Treasurer
J. McQuillin, Technical Director

Chairperson: T. Desmond
Quorum: YES - (8 required)
Attachments: A -Treasurer's Report
B - Important Dates

1.0 Acceptance of Previous Minutes

August 20, 2018 minutes were reviewed and motion to approve brought forth by A. Janes and 2nd by K. Boulton - all in favour – motion passed.

2.0 New Business

Gates & Referee Payments – M. Roppel – there is no rule about gate fees for exhibition games. We are paying the referees for these games, but we aren't charging admission. And the forms in the cashbox are not being completed when referees are being paid for exhibition games.

Motion brought forth by T. Desmond that, going forward, there will be gates fees charged for all exhibition games, unless it is in reciprocation. All in favour. Motion passed. The Rules of Operation will be revised to reflect this.

KMHA Season Passes – N. Bauman has the passes and will be given to the team managers who will hand out to the parents - 2 passes per player as in previous seasons.



KMHA Photos – there was a discussion regarding photos and if we will provide a free team photo to each player. R. Renaud is away – was this budgeted for? Are there other less costly options than the 8x10 \$8/player that we usually provide? K. Helm to get in touch with Picture Day to find out if they were provided with any details for this year. A. Janes brought up that we had voted to not provide photos this year. K. Helm will look in the past Minutes.

(Note: the brochure posted on our website indicates that KMHA will cover the photo).

Note: we need to decide on this ASAP - photos are one week away - starting October 15th. See Action below.

Gender Diversity Pre-Season Chats – T. Desmond sent an email to M. McKenzie asking which teams have completed the Gender Diversity Pre-Season discussion. M. McKenzie will provide which teams are outstanding. J. Hunsburger confirmed that the OMHA is very clear about this subject (mandated by Hockey Canada) and we need to ensure that we have evidence that the discussion has been done by each team (or coach). Each coach should be asked to provide details of the date the discussion took place and who led the discussion.

Volunteer Roster - we are to record anyone that interacts with the players - i.e., parents who help with the Initiation Program. For the IP, we could suggest that all volunteers fill out police checks - and let them know it is free of charge. N. Bauman will include this information (police check forms/link) for registration next year - make sure the parents know that if they are interested in going on the ice, they need to fill out the police check forms. T. Desmond will speak to J. McQuillin about this age group, to provide the parents a heads up.

J. Hunsburger reviewed OMHA Centre Mailings - coaches will have a grace period for their training. Trainers – have until October 31st to use the trainer requalification training.

T. Desmond reviewed the Jamboree game sheet instructions.

Hockey Committee Meeting update: There was no HC meeting in September. Team numbers and goalie numbers have been discussed. Update was provided on a Novice age player who requested to go to Ripley to play since the player attends school in Ripley. OMHA does not allow an organization to release players in this type of circumstance and the request was denied by the Committee.

3.0 Summary of Actions (Current and Previous with Updates)

ACTION 15-08-2016: K. Boulton to follow up on a wall dedicated to significant achievement banners etc. **UPDATE: 09JUL2018** T. Desmond will talk to Mike McDonald regarding the OMHA/OWHA Wall of Fame to receive further information and details. Tom will send any information via email to the executive members. We can discuss at the August or September meeting. **IN PROGRESS and ONGOING**

ACTION 10-01-2017: R. Bishop will work with new Director of Equipment to get banners ordered for April. Banners have been ordered as of July 1st from Presto Crest. **IN PROGRESS** **Note:** 08MAY2018 J. Beaty will follow up. **ONGOING**

ACTION 31-08-2017: The Rules of Operation are outdated and need to be updated by at least 3 or 4 executive members. T. Desmond **IN PROGRESS** **UPDATE: 09JUL2018** Tom emailed a draft out to everyone for review. **Discuss at next meeting.**

UPDATE 03OCT018: Rules of Operation have been placed on the website as a draft (under the ABOUT US tab). A. Janes brought up that there should be a limit to the number of tournaments a team enters - proposing 3 plus Silver Stick. J. Hunsburger suggested to have the wording in the Rules reflect this but there can be other circumstances (i.e., 1-day tournaments). **ONGOING**



ACTION 06-03-2018: M. Roppel will order photos for each of the team sponsors from Picture Day Photography while they are here in October 2018. **IN PROGRESS**

UPDATE 03OCT2018: Will every player receive a photo this year? K. Helm will contact Picture Day to find out the cost to KMHA for the “free” photos and to confirm any details that were discussed for this year. An update will be provided to the members within the next day or two. **ONGOING**

ACTION 09-04-2018: N. Bauman will provide an update on girl’s hockey registration using the ITSportsnet database. Also, N. Bauman/R. Renaud will investigate choosing a registration payment gateway that will work for both ITSportsnet and HCR and provide information at the May executive meeting. **UPDATE 04JUN2018:** N. Bauman advised the new gateway won’t be available until end of registration for girls. **ONGOING**

ACTION 09-04-2018: (T. Desmond) There are two safety issues regarding the cleanliness of the hockey bench areas and access (entrance) to the timekeepers’ boxes at both Kincardine and Tiverton arenas. These items need to be corrected prior to next season. **UPDATE 08MAY2018:** T. Desmond will speak with the Town in January 2019. **ONGOING**

ACTION 10-03-2018: T. Desmond will speak to the Municipality about the moving of the nets at the Tiverton arena. There is only one municipal worker at the Tiverton arena and he cannot move the nets while clearing the ice. i.e. referees cannot move the nets and coaches/volunteers should not be doing this. **ONGOING**

4.0 President’s Report

T. Desmond – the University Women’s tournament was a success.

5.0 First VP’s Report (Boy’s Representative teams)

K. Boulton – all rep teams are now rostered.

6.0 Second VP’s Report (Boy’s Local League teams)

C. Lyndon – Local League scheduling meeting is next week. All Local League teams have been created – two evaluation skates for each level took place together with an exhibition game to ensure the teams are comparable and equal. All Local League teams have a coach and J. Hunsburger is in the process of creating the official Local League rosters.

7.0 Third VP’s Report (Girl’s teams)

B. Richards – attended the OWHA AGM in Mississauga – some items discussed were rule changes and gender identity. KMHA has 10 Girls’ teams. The scheduling meeting was last night and another meeting Thursday night. A. Janes will be provided with the game schedules from those meeting(s).

8.0 Treasurer’s Report

No report due to absence.

See attached budget report for period ending 30SEP2018.

9.0 Secretary’s Report

No report at this time.

10.0 Director of Purchasing and Equipment Report

J. Beatty confirmed the puck bags and pucks have been handed out to the teams. The new Trainer Kits are now in a zippered bag (not tool boxes) – and they have been placed in the lockers. The tool boxes will be kept in the lockers in case anyone wants to use them. Goalie equipment –



please ask if you need anything - i.e., danglers, etc.

11.0 Director of Registration Report.

N. Bauman provided the executive with details regarding player refunds. Discussion took place regarding the guidelines.

Note: there is still room in the Luinstra Goalie School. 16 goalies will be the maximum.

12.0 Director of Fundraising & Sponsorship

M. Roppel provided an update on the Gongshow hats and mitts fundraiser which should be ready to kickoff during the first week of December.

M. Roppel provided an update on sponsorship. We have seven paid sponsors and waiting on a further six.

13.0 Referee Scheduler Report

No report at this time.

14.0 Ice Scheduler Report

A. Janes confirmed the Rep games have all been entered into the calendars. Local League and Girls will be entered shortly.

15.0 Technical Director Report

No report due to absence.

16.0 Director of Tournaments Report

T. Trudeau confirmed that 8 teams have registered for the Archie McMillan tournament and it is now full. Schedule will be out shortly. Silver Stick is almost full – waiting on registration fees. Wade Simmons Peewee tournament – not many have registered yet. This tournament is scheduled first week of December. We will give it a couple of weeks further. In the future, we could switch it to Kincardine and we will discuss this at a future meeting. An update will be provided at the next meeting.

17.0 Head Trainer & Risk Management Report

No report due to absence.

18.0 Town Contact Report

J. Hunsburger – reminder October 22nd – Mental Wellness Presentation in Wingham (sponsored by the WOAA) and October 25th is the Owen Sound concussion meeting.

19.0 Important Hockey Dates – reviewed – completed October's important dates.

20.0 Next Meeting Details

The next meeting will be Monday, November 5, 2018 at 6:30 pm at the Davidson Centre – senior's meeting room.

Meeting adjourned at 8:22 p.m.

Minutes taken by: K. Helm



ATTACHMENT A

KMHA BUDGET REPORT

2018/2019

Period Ending September 30, 2018

<u>REVENUE</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>VARIANCE</u>
Registration	\$239,000.00	224,643.64	(\$14,356.36)
Hockey School (net)	\$4,700.00	4,687.58	(\$12.42)
Goalie School (net)	(\$100.00)	(1,163.85)	(\$1,063.85)
Power Skating School (net)	(\$1,200.00)	4,000.00	\$5,200.00
Development (net)	(\$1,160.00)	6,000.00	\$7,160.00
Sponsors	\$12,000.00	2,000.00	(\$10,000.00)
Donations	\$20,000.00	-	(\$20,000.00)
Gate Receipts	\$18,000.00	-	(\$18,000.00)
Equipment Sale	\$500.00	-	(\$500.00)
Fundraising (net)	\$20,000.00	(960.00)	(\$20,960.00)
Tournament-Midget	\$6,300.00	-	(\$6,300.00)
Ross Young Tournament (net)	\$0.00	(50.00)	(\$50.00)
Wade Simmons Tournament	\$3,000.00	-	(\$3,000.00)
Silverstick	\$48,550.00	1,875.00	(\$46,675.00)
Releases	\$0.00	-	\$0.00
	\$369,590.00	241,032.37	(\$128,557.63)

<u>EXPENSES</u>			
Ice Rental	\$207,000.00	-	\$207,000.00
Equipment/Pennants/Trophies	\$25,000.00	15,144.26	\$9,855.74
Insurance-OMHA	\$21,425.00	19,536.75	\$1,888.25
Registration-OMHA	\$4,000.00	4,103.85	(\$103.85)
Registration/Insurance-OWHA	\$10,000.00	3,382.00	\$6,618.00
Advertising	\$200.00	13.56	\$186.44
Clinics & Meetings	\$10,000.00	553.41	\$9,446.59
Bank Charges	\$7,500.00	4,447.52	\$3,052.48
Office Supplies	\$3,000.00	2,029.85	\$970.15
Referees	\$35,000.00	4,880.00	\$30,120.00
Tournament - Midget	\$5,300.00	90.00	\$5,210.00
Tournament - Wade Simmons	\$2,800.00	60.00	\$2,740.00
Silverstick	\$28,550.00	2,943.74	\$25,606.26
Awards Ceremony	\$3,500.00	-	\$3,500.00
Playoff Dues	\$1,000.00	-	\$1,000.00
Miscellaneous	\$4,900.00	34,396.77	(\$29,496.77)
	\$369,175.00	91,701.71	\$277,473.29

\$415.00 **\$149,330.66**

Chequing A/C Balance to Oct 2/18 \$245,715.67
Lottery A/C Balance to Oct 2/18 \$72,890.72



ATTACHMENT B

KMHA Important Hockey Dates		
Month	Actions	Responsibilities
January		
10	Deadline to add base roster players. (WOAA item. Not sure how it compares to Feb 10 deadline)	
	Remind Rep teams to recognize sponsors (puck drop / articles?)	
15	Deadline to add affiliate players.	
15	Post on Website that spring tryout teams must notify VP Girls with required info by February 15th	
30 days prior to AGM	Post AGM material on web.	Secretary
February		
10	Deadline for player addition to a roster.	
Within first 15 days	AGM	President
By 28	Post Online Survey Link for Coaching Staff Feedback	
March		
	Remind Rep and LL teams to involve sponsors (puck drop / articles?)	
April		
	Teams to return trophies at hockey banquet	
	Registration Rates	
15	OWHA – coach selections - special meeting to be set up prior to any tryouts – to ensure that process is followed	
30	Hockey Committee to discuss coaching staff feedback survey results	
30	Equipment Director to update the trophies with any engraving etc.	Director of Purchasing & Equip
30	Request Coaching Applications	
May		
	Review of Financials	Treasurer
31	Representative team entries and fees are to be received by the WOAA. Office.	President
31	OHMA last day for tryouts or exhibition games.	
tbd	OWHA AGM	
	Request Coaching Applications	Hockey Committee
June		
1	Lower Lakes girls' registration	
Anytime	Coaching Applicants reviewed	Hockey Committee
	OMHA AGM	Town Contact or Delegate
tbd	WOAA Closing date for team entries	
30	Fiscal year end	Finance
tbd	Registration nights	Registrar
tbd	Silverstick AGM	Tournaments
July		
Anytime	WOAA proposed amendments due 60 days prior to AGM.	Town Contacts



KMHA Important Hockey Dates		
Month	Actions	Responsibilities
Anytime	Book Silverstick tourneys for Rep teams.	First VP
August		
Anytime	Select Rep Coaches	Hockey Committee
Anytime	Revise Police Check instructions	Privacy Officer
Anytime	Gravett Family Bursary – refer to WOAA website for details	
First Week	VP's and Tech Dir to update the material for Team/Coach Meetings	
10	WOAA deadline to register girls	
15	OHMA first day for tryouts or exhibition games.	
Mid Month	KMHA Equipment Sale	
31	WOAA account must be paid in full, from prior season.	
September		
	Require Novice HL Convenor	Second Vice President
Anytime	Coach Meetings	First Vice President Second Vice President Third Vice President
tbd	OWHA General Meeting	Third Vice President
8	No longer required to accept registrants (under WOAA rule)	
3rd Tuesday of September	WOAA Annual Minor Hockey Meeting. Return trophies.	Town Contacts or delegate
15	Tournament applications due to WOAA.	
15	All Local League entries and fees are to be received by WOAA.	President
18	Last day to withdraw Boys Rep team without penalty.	
Anytime	Post OWHA/OMHA revised suspension lists in arenas (ref room and boards).	Town Contact
End of Sept.	KMHA Photos – lead contact & 2 volunteers	
October		
First Sunday	WOAA Boys Rep Team Scheduling	
01	OWHA Rep Team Registration deadline.	
09	Rep player rosters due online (not staff)	
November		
01	WOAA deadline to return trophies	Town Contacts
01	HL/LL rosters due (WOAA rule)	2 nd VP (Local League)
15	Rep Team Rosters must be approved.	Registrar
15	OWHA HL Registration deadline	2 nd VP (Local League)
15	Deadline to submit volunteer roster/and submit payment (Due Dec 10, 2017)	
Tbd	Municipality grant application due	Director of Fundraising
25	Remind teams to engage sponsors	
December		
01	HL/LL Rosters must be approved.	Registrar
15	Last day to move a player to a lower division/category and be able to affiliate back up.	
Anytime	Prep AGM material for posting.	Executive