



KMHA - Executive Minutes of Meeting

APPROVED
11FEB2019

Date: 07JAN2019
Location: Davidson Centre, Kincardine
Time: 6:30 pm
Duration: 1.5 hours

Present:

T. Desmond, President
N. Bauman, Director of Registration
K. Wright, Head Referee
J. McQuillin, Technical Director
M. McKenzie, Head Trainer & Risk Management

R. Renaud, Treasurer
J. Beaty, Director of Purchasing and
Equipment
M. Roppel, Director of Fundraising,
Sponsorship & Gates

Regrets:

K. Boulton, First Vice President
A. Janes, Director of Ice Scheduling
J. Hunsburger, Town Contact
T. Trudeau, Director of Tournaments
C. Lyndon, Second Vice President
B. Richards, Third Vice President
K. Helm, Secretary

Chairperson: T. Desmond
Quorum: No
Attachments: A -Treasurer's Report
B - Important Dates

1.0 Acceptance of Previous Minutes

November 5, 2018 Minutes of Meeting will need to be reviewed and approved at next regular meeting as there was no quorum for this meeting.

2.0 New Business

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ACTION 31-08-2017: The Rules of Operation are outdated and need to be updated by at least 3 or 4 executive members.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. (Update) M. Roppel to contact K.Helm to verify contact info for photographer to inquire about sponsor photos **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.

UPDATE: Picture Day provided a free photo to each player; no charge to KMHA. **COMPLETED**

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. (Update) Referees and on ice coaches are free to help out if they choose to assist but the expectation is not that we are to do so each and every time if not available. Timekeepers and team staff not wearing the proper protective equipment are not to assist due to risk of injury. **Complete**

4.0 President’s Report

Sponsorship roll up banners, KMHA arena banners as well as magnetic dressing room door logos have been purchased and are available for use.

Discussion with WOAA was had in regard to how OMHA playoff brackets are set. KMHA preference is to base solely on season standing and not geographic location.

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

No report due to absence. Regular season for Rep teams is complete. Playoff brackets and match ups to be released shortly.

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

No report due to absence.



7.0 Third VP's Report (Girl's teams)

No report due to absence.

8.0 Treasurer's Report

See attached budget report for period ending 31DEC2018. Still waiting in some teams to finish tournament repayment.

9.0 Secretary's Report

No report due to absence.

10.0 Director of Purchasing and Equipment Report

The majority of equipment has been purchased. Team puck bag supply seems to be working well.

11.0 Director of Registration Report.

No report at this time.

12.0 Director of Fundraising & Sponsorship & Gates

Two-thirds of Gongshow gloves and hats have been sold.

13.0 Referee Scheduler Report

No report at this time.

14.0 Ice Scheduler Report

No report due to absence.

15.0 Technical Director Report

Looking at changing the process for hockey school. Alternative dates and programs are being investigated with Derrick Burrows. Different options will be investigated, and J. McQuillin will present best options to executive with plan for implementation.

16.0 Director of Tournaments Report

No report due to absence.

17.0 Head Trainer & Risk Management Report

All teams have confirmed gender equality rollout. First aid forms have been completed and on file.

18.0 Town Contact Report

No report due to absence.

19.0 Important Hockey Dates – reviewed January's important dates.

20.0 Next Meeting Details

The next meeting will be Monday, February 11, 2019 at 6:30 p.m. at the Davidson Centre – old senior's room – with Annual General Meeting (AGM) to follow at 7:30 p.m.

Meeting adjourned at 7:45 p.m.

Minutes taken by: T. Desmond



**ATTACHMENT A
KMHA BUDGET REPORT
2018/2019
Period Ending December 31, 2018**

<u>REVENUE</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>VARIANCE</u>
Registration	\$239,000.00	259,277.05	\$20,277.05
Hockey School (net)	\$4,700.00	4,082.58	(\$617.42)
Goalie School (net)	(\$100.00)	(1,263.85)	(\$1,163.85)
Power Skating School (net)	(\$1,200.00)	1,700.00	\$2,900.00
Development (net)	(\$1,160.00)	6,800.00	\$7,960.00
Sponsors	\$12,000.00	6,500.00	(\$5,500.00)
Donations	\$20,000.00	18,937.48	(\$1,062.52)
Gate Receipts	\$18,000.00	-	(\$18,000.00)
Equipment Sale	\$500.00	124.00	(\$376.00)
Fundraising (net)	\$20,000.00	(7,268.77)	(\$27,268.77)
Tournament-Midget	\$6,300.00	6,375.00	\$75.00
Ross Young Tournament (net)	\$0.00	(1,050.00)	(\$1,050.00)
Wade Simmons Tournament	\$3,000.00	3,900.00	\$900.00
Silverstick	\$48,550.00	42,450.00	(\$6,100.00)
Releases	\$0.00	-	\$0.00
	\$369,590.00	340,563.49	(\$29,026.51)

<u>EXPENSES</u>			
Ice Rental	\$207,000.00	88,738.76	\$118,261.24
Equipment/Pennants/Trophies	\$25,000.00	20,245.72	\$4,754.28
Insurance-OMHA	\$21,425.00	20,139.39	\$1,285.61
Registration-OMHA	\$4,000.00	4,103.85	(\$103.85)
Registration/Insurance-OWHA	\$10,000.00	3,329.75	\$6,670.25
Advertising	\$200.00	13.56	\$186.44
Clinics & Meetings	\$10,000.00	6,792.00	\$3,208.00
Bank Charges	\$7,500.00	4,554.51	\$2,945.49
Office Supplies	\$3,000.00	2,246.81	\$753.19
Referees	\$35,000.00	5,726.45	\$29,273.55
Tournament - Midget	\$5,300.00	2,308.25	\$2,991.75
Tournament - Wade Simmons	\$2,800.00	744.33	\$2,055.67
Silverstick	\$28,550.00	15,483.47	\$13,066.53
Awards Ceremony	\$3,500.00	-	\$3,500.00
Playoff Dues	\$1,000.00	-	\$1,000.00
Miscellaneous	\$4,900.00	11,607.84	(\$6,707.84)
	\$369,175.00	186,154.69	\$183,020.31

Surplus \$415.00 \$154,408.80

Chequing A/C Balance to Jan 6/19 \$202,880.33
 Lottery A/C Balance to Jan 6/19 \$72,878.72

Budget Approved by Executive: Dec 4/17



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	3 rd VP
15	Deadline to submit volunteer roster/and submit payment (Due mid-December)	
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