



KMHA - Executive Minutes of Meeting

APPROVED
12AUG2019

Date: 08JUL2019
Location: Grey Matter, Kincardine
Time: 6:30 pm
Duration: 1.5 hours

Present:

T. Desmond, President
B. Richards, Third Vice President
A. Janes, Director of Ice Scheduling
N. Bauman, Director of Registration
J. Adams/K. Wilcox, Directors of Novice Programming
R. Renaud, Treasurer

K. Boulton, First Vice President
C. Lyndon, Second Vice President
A. Ruthven, Director of Tournaments
K. Wright, Head Referee
J. McQuillin, Technical Director
M. Roppel, Director of Fundraising,
Sponsorship & Gates
J. Hunsburger, Town Contact

Regrets:

M. McKenzie, Head Trainer & Risk Management
K. Helm, Secretary
M. Roppel, Director of Purchasing and Equipment

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

1.0 Acceptance of Previous Minutes

The draft Minutes of Meeting dated May 6, 2019 will be reviewed and approved at the next meeting.

2.0 New Business

i) First Shift Program – B. Richards

KMHA will host the NHL/NHLPA First Shift Program which will be open to everyone in our region. The Program will run every Sunday from October 6 to November 17 and is for new-to-hockey families (children ages 6-10, never registered in hockey) – offering a low-cost fee. The \$199 registration fee includes a full set of BAUER equipment, and six on-ice trial sessions (consistent ice time/days and held at Kincardine and Tiverton arenas). Proper-sized BAUER equipment will be fitted by experts and Hockey Canada provides the insurance.

ii) Hockey Committee Update - Coaching Selection for Midget Rep

Mike Fair, Don Cuillier and Ryder Colhoun have applied for the position of Midget Rep coach. A motion was brought forth by T. Desmond to accept and appoint Mike Fair as the Midget Rep coach – motion 2nd by A. Janes – all in favour – motion approved.

iii) Online Survey Update

This online survey update will be a new standard agenda item. T. Desmond and J. McQuillin will work on this.



3.0 Summary of Actions (Current and Previous with Updates)

ACTION 15-AUG-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. **Update 11FEB2019:** T. Desmond spoke with Doug Kennedy and is meeting with him on Wednesday – T. Desmond will update at next meeting. **IN PROGRESS and ONGOING** – to be completed by October 5, 2019 (Hockey Dy in Kincardine).

ACTION 10-JAN-2017: T. Desmond (took over this action on 11FEB2019) will work with new Director of Equipment to get banners ordered from Presto Crest.

Note: 08MAY2018 (SS banners – needs clarification with Presto Crest) **IN PROGRESS and ONGOING** **Update on 01APR2019:** T. Desmond had a discussion with Presto Crest – there is no record or information on file. Once Silver Stick Committee is formed, then this banner action will be addressed. **Update:** Presto Crest is making us the last 2015/16 Peewees - Silver Stick banners – no information on this. **ONGOING** **Update:** Presto Crest 2015-16 peewee banner is in progress right now. Silverstick is still something for Silverstick committee. We'll have one Silverstick banner for each team/division for both boys/girls.

Bob: OWHA banners – 3 are up right now. Tom has one from Rhys (finalist one) – needs one from Bantam girls.

ACTION 01-APR-2019: K. Boulton will change Rules of Ops wording regarding the AP process for clarity and ease of understanding and bring forward for approval at the next meeting. **IN PROGRESS** **UPDATE 08Jul2019** – K. Boulton will add the wording to the Rules of Ops to clarify what “special circumstances” means for A/P – to be approved by Hockey Committee.

ACTION 06-MAY-2019: J. McQuillin will put together a draft list of the top 20 or 25 responses from the Online Survey for the next Executive meeting. **IN PROGRESS**

ACTION 06-MAY-2019: K. Helm will contact Picture Day Photography to discuss the error made on charging KMHA for the individual “free” photos. **IN PROGRESS**

4.0 President's Report

T. Desmond confirmed October 5, 2019 will be Hockey Day in Kincardine (games throughout the day with Saugeen Shores). The Kincardine Bulldogs, Saugeen Winterhawks and Ripley Wolves will run the games and beer gardens. There may be a raffle for KMHA/Saugeen Shores Adirondack Chairs.

Motion brought forth by C. Lyndon to have KMHA cover costs for a coaching course – prior to attending the course – on a case-by-case basis – prior approval required with receipts submitted by May 1st. Motion 2nd by A. Janes – voted by executive – motion passed and approved.

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

No report at this time.

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

No report at this time.

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

No report at this time.



8.0 Treasurer's Report

R. Renaud reviewed budget report ending 30JUN2019.

9.0 Secretary's Report

No report due to absence.

10.0 Director of Purchasing and Equipment Report

No report due to absence.

11.0 Director of Registration Report.

No report at this time.

12.0 Director of Fundraising & Sponsorship & Gates

No report at this time.

13.0 Referee Scheduler Report

No report at this time.

14.0 Ice Scheduler Report

No report at this time.

15.0 Technical Director Report.

No report at this time.

16.0 Director of Tournaments Report

A. Ruthven confirmed Wade Simmons Peewee tournament is proceeding and that KMHA will provide any or all assistance for the Simmons family to run this tournament.
Ross Young Tyke tournament is proceeding.

17.0 Head Trainer & Risk Management Report

No report due to absence.

18.0 Town Contact Report

No report at this time.

19.0 Novice Program Director

No report at this time.

20.0 Important Hockey Dates – reviewed July important dates.

21.0 Next Meeting Details

The next meeting will be Monday, August 12th, 2019 at 6:30 p.m. at the Davidson Centre – senior's old meeting room near walking track.

Minutes taken by: A. Ruthven



ATTACHMENT A

KMHA BUDGET REPORT 2018/2019 Period Ending June 30, 2019

<u>REVENUE</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>VARIANCE</u>
Registration	\$239,000.00	106,642.81	(\$132,357.19)
Hockey School (net)	\$4,700.00	-	(\$4,700.00)
Goalie School (net)	(\$100.00)	1,125.00	\$1,225.00
Power Skating School (net)	(\$1,200.00)	2,375.00	\$3,575.00
Development (net)	(\$1,160.00)	7,051.00	\$8,211.00
Sponsors	\$12,000.00	-	(\$12,000.00)
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	-	(\$20,000.00)
Tournament-Midget	\$6,300.00	-	(\$6,300.00)
Ross Young Tournament (net)	\$0.00	-	\$0.00
Wade Simmons Tournament	\$3,000.00	-	(\$3,000.00)
Silverstick	\$48,550.00	-	(\$48,550.00)
Releases	\$0.00	-	\$0.00
	\$369,590.00	117,193.81	(\$252,396.19)
<u>EXPENSES</u>			
Ice Rental	\$207,000.00	-	\$207,000.00
Equipment/Pennants/Trophies	\$25,000.00	-	\$25,000.00
Insurance-OMHA	\$21,425.00	-	\$21,425.00
Registration-OMHA	\$4,000.00	1,589.80	\$2,410.20
Registration/Insurance-OMHA	\$10,000.00	350.00	\$9,650.00
Advertising	\$200.00	-	\$200.00
Clinics & Meetings	\$10,000.00	-	\$10,000.00
Bank Charges	\$7,500.00	834.68	\$6,665.32
Office Supplies	\$3,000.00	190.97	\$2,809.03
Referees	\$35,000.00	-	\$35,000.00
Tournament - Midget	\$5,300.00	-	\$5,300.00
Tournament - Wade Simmons	\$2,800.00	-	\$2,800.00
Silverstick	\$28,550.00	1,002.25	\$27,547.75
Awards Ceremony	\$3,500.00	-	\$3,500.00
Playoff Dues	\$1,000.00	-	\$1,000.00
Miscellaneous	\$4,900.00	3,250.00	\$1,650.00
	\$369,175.00	7,217.70	\$361,957.30
Surplus	\$415.00	\$109,976.11	



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		
	1 Budget Committee meeting to take place	
	15 Remind Rep and LL teams to involve sponsors (puck drop / articles?)	
	30 Remind trainers to return or shred player's medical forms.	Head Trainer
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		
	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
	30 Fiscal year end	Finance
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	
	tbd Registration nights	Registrar
	tbd Silverstick AGM	Tournaments
	Review of Financials	Treasurer
July		



KMHA Important Hockey Dates		
Month	Actions	Responsibilities
Anytime	WOAA proposed amendments due 60 days prior to AGM.	Town Contacts
Anytime	Book Silver Stick 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