



KMHA - Executive Minutes of Meeting

APPROVED
08JUL2019

Date: 10JUN2019
Location: Davidson Centre, Kincardine
Time: 6:30 pm
Duration: 1.5 hours

Present:

T. Desmond, President
B. Richards, Third Vice President
A. Janes, Director of Ice Scheduling
K. Helm, Secretary
N. Bauman, Director of Registration
M. Roppel, Director of Purchasing and Equipment
J. Adams/K. Wilcox, Directors of Novice Programming

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:

R. Renaud, Treasurer
M. McKenzie, Head Trainer & Risk Management

Guests: Jamie Edwards of JMedia

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 were reviewed and motion to approve brought forth by T. Desmond and 2nd by N. Bauman. All in favour – motion passed

2.0 New Business

i) Presentation by Jamie Edwards of JMedia

A presentation was given by J. Edwards of JMedia regarding KMHA photos. JMedia offers the same customized individual photos with digital backgrounds as Picture Day Photography. J. Edwards will provide us with a draft order sheet for review.

ii) Coaching Selections – J. McQuillin

There were 24 applications in total. For the Girls' Rep coaches, there was 1 coaching applicant per team and each applicant was accepted as the coach.

Novice Rep Girls – K. Wilcox
Atom Rep Girls – R. O'Handley
Peewee Rep Girls – R. Jones
Bantam Rep Girls – C. Cuyler
Midget B Girls – K. Machan
Midget C Girls – open at this time



For the Boys' teams - both LL and Rep – there was at least 1 applicant per team. The Midget age group is the exception (more than 2 applicants) and will be discussed further.

Novice Rep Boys – J. Adams

Atom Rep Boys – M. Long

Pewee Rep Boys – P. McDonald

Bantam Rep Boys – L. Arnold

Midget Rep Boys– 3 applications

The above coach applicants have been recommended by the Hockey Committee and T. Desmond put forth a motion to accept the above applicants as the coach selections – 2nd by B. Richards – all in favour. Motion approved.

J. McQuillin will be in touch with the individuals above to let them know they have been successful.

iii) OWHA Annual Meeting, Novice Girls Program & Scheduling of Jamborees – B. Richards

B. Richards provided an overview of the OWHA meeting.

Scheduling Jamborees – Keegan, Bob and Adam will work together – and invite other centres.

There will be a transition period until January when it goes to full ice. It will be trial and error for the first while.

Rowan's Law – Concussion Testing – it is the law now! Parents cannot say their child is playing.

Vulnerable Sector Checks – must be done. Very important!

Potential Mentoring/Volunteer Program – B. Richards

B. Richards put forth a suggestion for a potential mentoring/volunteer program. For example, some midget girls to be on the ice with the younger girls' teams. This can also be used as volunteer hours for high school and it is great exposure to see what it takes to be a coach. The older players must be at least 4 years older to be on the ice. **This will be added to the Coaches Meeting Agenda.**

iv) Course Reimbursement – T. Desmond

T. Desmond brought forth an item regarding reimbursement for coaches' courses. A coach has completed the Roger Neilson hockey clinic in Windsor – which is a week-long clinic – and asked if KMHA would cover some or all of cost. This is a \$500 course.

Discussion was held – this is a great benefit to KMHA and whether this should be offered across the KMHA organization or on a case by case base. Criteria must be put in place! There is also the issue of required quals (coaches/trainers) which KMHA covers now but should we also cover 50% of the cost (or 100% of the cost) to rostered individuals who want to take additional courses which would benefit them and KMHA.

T. Desmond took an action to follow up with R. Renaud, Treasurer, to discuss whether we cover 100% the cost of any courses/clinics.

J. McQuillin will find out the credit information for coaches.

v) Ainsdale Golf Tournament (selection) – T. Desmond

For the Ainsdale Golf Tournament, it was decided that Manny Page will be presented with the golf 4-some in recognition of his years of coaching and training involvement with KMHA. Congrats Manny!



vi) Novice Implementation Update – J. Adams/K. Wilcox

J. Adams discussed the highlights of the Novice Implementation Rollout. Boys Novice Rep and LL teams – ½ ice at the start of the season – and transitioning to full ice by January 15. There will be a scheduling meeting in September for both LL and Rep. There will be growing pains with the ½ ice in the beginning. There will not be Novice playdowns but there will be a year end tournament. KMHA have expressed interest in hosting this tournament.

Implementation for 2011 (Major Novice) – may have 32-40 players – divide into 3 groups – 2 LL and 1 Rep with 11 or 12 players per team. This will be run much like the old Novice program except ½ ice. For Minor novice – there will be 4 teams – 1-hour game slot – and will still have 1½ hour slot of practice time.

T. Desmond confirmed that D. Burrows will review the query of whether 2012's will be able to tryout for Novice Rep. Derrick has a process that he follows for exceptional players which is the same as last year – and this will be utilized again this season.

K. Wilcox reviewed the Girls program which is similar to the boys. 1 Rep Team and 1 LL team. The development phase will be run Sept/Oct which will likely consist of approximately 4 games, 12 practices. Nov 10-Jan 16 – will likely consist of approximately 12-18 games and 24 practices. For the transition phase – looking at 8 games at full ice and 6-8 practices from there. Rep team moves to full ice at that time and LL stay at ½ ice. The reasoning for this is the WOOA wants to classify the girls in similar development phases – not necessarily by age.

vii) Tryout Schedule – A. Janes

Novice Rep will have September tryouts.

viii) AGM Update – A. Janes

A. Janes provided an update on the AGM and the topics covered.

A. Janes also provided some information on companies who were at the AGM – who can make items with our Logo (water bottles, stickers, helmet numbers) and we receive 10% back from the proceeds of sales. M. Roppel will look into these companies and bring information back to a future meeting.

ix) Tiverton Reunion Breakfast – K. Helm

K. Helm discussed the possibility of helping with a breakfast at the Tiverton Reunion. Unfortunately, there was not enough members available to help with a breakfast.

x) Hockey Committee Update

(Items already discussed.)

xi) 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**

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**

ACTION 01-APR-2019: Silver Stick Tournament Director / T. Desmond to look into the tournament starting on a Thursday night/Friday morning and whether we can move this tournament to the beginning of December instead of during the Christmas break **Update:** moving up to November or December – need only 2 arenas to run – but not heard back yet. **IN PROGRESS** Tom: no phone calls returned. Still in progress.

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**

ACTION 10-JUN-2019: T. Desmond will follow up with R. Renaud, to discuss whether we cover coaches' costs of any courses/clinics – at 100%.

4.0 President's Report

- T. Desmond reminded members to submit any expense reports for AGM meetings.
- T. Desmond spoke with Goderich Minor Hockey and they will not have any Rep teams this as they have lost more players this season. Goderich Rep players will go to BCH. This may hurt our LL playoffs. The president of BCH Minor Hockey has reached out to other centres about the potential of having a Minor Midget loop and whether there would be any interest. KMHA has not committed to anything and will wait to see what comes of this.
- And PWU will sponsor our development program.

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

T. Desmond reviewed budget report. We are within our non-profit margin. The lottery balance is \$88K which is used for equipment and development only.

9.0 Secretary's Report

No report at this time.

10.0 Director of Purchasing and Equipment Report

M. Roppel confirmed he has applied for the OMHA goalie program and has ordered aluminium punch launchers. Pinnies have been ordered at \$18/piece – Atom, Pee wee and Bantam/Midget size.

11.0 Director of Registration Report.

No report at this time.

12.0 Director of Fundraising & Sponsorship & Gates

M. Roppel – working with Derrick on numbers – for Timbits. May have to go off the numbers we had last year.

13.0 Referee Scheduler Report

No report at this time.

14.0 Ice Scheduler Report

The figure skating club would like - ½ hour more of ice time.
Midget will have 8:45 – 9:45 p.m. practice slot.
The tryout schedule is almost ready to go live.

15.0 Technical Director Report.

No report at this time.

16.0 Director of Tournaments Report

No report at this time. (K. Boulton will provide A. Ruthven with the Silverstick information.)

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 June important dates.

21.0 Next Meeting Details

The next meeting will be Monday, July 8, 2019 at 6:30 p.m. at the Davidson Centre – small meeting room beside office)

Meeting adjourned at 8:28 p.m.

Minutes taken by: K. Helm



ATTACHMENT A

KMHA BUDGET REPORT 2018/2019 Period Ending May 31, 2019

<u>REVENUE</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>VARIANCE</u>
Registration	\$239,000.00	249,636.17	\$10,636.17
Hockey School (net)	\$4,700.00	4,082.58	(\$617.42)
Goalie School (net)	(\$100.00)	(1,863.85)	(\$1,763.85)
Power Skating School (net)	(\$1,200.00)	1,700.00	\$2,900.00
Development (net)	(\$1,160.00)	4,095.00	\$5,255.00
Sponsors	\$12,000.00	2,271.86	(\$9,728.14)
Donations	\$20,000.00	18,937.48	(\$1,062.52)
Gate Receipts	\$18,000.00	15,086.00	(\$2,914.00)
Equipment Sale	\$500.00	124.00	(\$376.00)
Fundraising (net)	\$20,000.00	(5,114.77)	(\$25,114.77)
Tournament-Midget	\$6,300.00	6,375.00	\$75.00
Ross Young Tournament (net)	\$0.00	785.18	\$785.18
Wade Simmons Tournament	\$3,000.00	3,900.00	\$900.00
Silverstick	\$48,550.00	45,361.60	(\$3,188.40)
Releases	\$0.00	-	\$0.00
	\$369,590.00	345,376.25	(\$24,213.75)

<u>EXPENSES</u>			
Ice Rental	\$207,000.00	195,707.28	\$11,292.72
Equipment/Pennants/Trophies	\$25,000.00	25,152.74	(\$152.74)
Insurance-OMHA	\$21,425.00	20,152.64	\$1,272.36
Registration-OMHA	\$4,000.00	4,103.85	(\$103.85)
Registration/Insurance-OWHA	\$10,000.00	17,098.94	(\$7,098.94)
Advertising	\$200.00	13.56	\$186.44
Clinics & Meetings	\$10,000.00	7,769.48	\$2,230.52
Bank Charges	\$7,500.00	4,675.67	\$2,824.33
Office Supplies	\$3,000.00	2,456.81	\$543.19
Referees	\$35,000.00	23,655.05	\$11,344.95
Tournament - Midget	\$5,300.00	5,899.11	(\$599.11)
Tournament - Wade Simmons	\$2,800.00	2,706.83	\$93.17
Silverstick	\$28,550.00	24,696.81	\$3,853.19
Awards Ceremony	\$3,500.00	1,514.77	\$1,985.23
Playoff Dues	\$1,000.00	1,378.60	(\$378.60)
Miscellaneous	\$4,900.00	921.96	\$3,978.04
	\$369,175.00	337,904.10	\$31,270.90

Surplus **\$415.00** **\$7,472.15**

Chequing A/C Balance to June 1/19 \$72,862.72
 Lottery A/C Balance to June 1/19 \$88,024.34

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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