



KMHA - Executive Minutes of Meeting

APPROVED
09SEP2019

Date: 12AUG2019
Location: Kincardine Davidson Centre
Time: 6:30 pm
Duration: 1.5 hours

Present:

T. Desmond, President
B. Richards, Third Vice President (& temporary Head Trainer & Risk Management)
A. Janes, Director of Ice Scheduling
K. Helm, Secretary
M. Roppel, Director of Purchasing and Equipment
J. Hunsburger, Town Contact

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

Regrets:

R. Renaud, Treasurer
J. Adams/K. Wilcox, Directors of Novice Programming
N. Bauman, Director of Registration
K. Boulton, First Vice President

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 June 10, 2019 and July 8, 2019 were reviewed and motion to approve brought forth by T. Desmond and 2nd by K. Wright. All in favour – motion passed to approve both June and July Minutes.

2.0 New Business

- i) Gender Diversity Preseason Discussion - each team shall have their own discussion with their respective team and parents about gender diversity. This will not be posted on the website per OMHA direction – it will be in coaches' package.
(Note: This information is already embedded in Managers' Manual.)

Rowan's Law – This season the OHF and Hockey Canada have mandated that all players review the concussion awareness program that has been implemented as part of Rowans Law. (This is a requirement and subject to audit by the OHF.) We will need to develop a tracking process for this. We will have the information on what is required as well as the link(s) for different age groups on our website. We will retain each player's form for 7 years (only need to complete the form once). Teams not completing acknowledgement forms for all players may not have game and/or rosters approved for play.

- ii) Rules of Ops – player movement/AP process wording will be discussed at a later date.
- iii) Bantam and Midget age groups numbers - T. Desmond advised that both Bantam and Midget boys' registration has been closed as of Sunday. For Bantam, there are 34 skaters and 2 goalies. For Midget, there are 33 – possibly 34 - players plus 3 goalies. (Team numbers should be 17 skaters + 2 goalies.) An email to the Bantam + Midget parents will be sent advising if you have a



child who is undecided on playing this season, KMHA is willing to provide a full refund. This item will also be discussed at the Hockey Committee meeting tomorrow.

- iv) KMHA Photos – we will use JMedia for KMHA photos this season. M. Roppel and K. Helm will work together with JMedia on the scheduling and logistics.
- v) Date and location of the KMHA Executive meetings for the 2019/20 season were confirmed.
- vi) Hockey Committee Update – there is a meeting tomorrow night and, on the agenda, will be the registration numbers/teams, player movement and review of the list of exceptional players from D. Burrows. (Note: player movement is at the discretion of the KMHA executive.)

3.0 Summary of Actions (Current and Previous with Updates)

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. OWA banners are up. **IN PROGRESS – Silverstick banners with Derrick Burrows now as of 12AUG2019.**

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. **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**

4.0 President's Report

T. Desmond advised the Hockey Day in Kincardine planning is well underway. There will be raffle prizes and admission is by food donation. The Kincardine Bulldogs will provide beef on a bun.

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

No report due to absence. Note: All of out of town boys' rep teams have been registered for Silverstick – Atom, Atom AE and Midget.

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

C. Lyndon confirmed that police checks are valid for 3 years. J. McQuillin will provide the list of people wishing to coach Local League.



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

B. Richards confirmed girls' registration #'s (total 115 – between the four age groups):

29 Atoms - 2 teams

18 Peewee - 1 team

20 Bantams - 1 team

28 Midgets - 2 teams (C and Lower Lakes)

Major Novice – 11 Minor Novice – 9

For the First Shift Program, there are 15 registrants so far (all from Kincardine) ages 5-10 years. Cory Hamilton will be the lead on-ice instructor for this. Bob will look into further advertising – it was confirmed that there is a \$200 budget for advertising.

8.0 Treasurer's Report

T. Desmond reviewed budget report ending 31JUL2019.

9.0 Secretary's Report

No report at this time.

10.0 Director of Purchasing and Equipment Report.

M. Roppel confirmed that items from Levitt Safety will be in on Thursday. We have been provided with a set of equipment from Great Lakes Challenge. The OMHA and Dairy Farmers (Recharge with Milk) have provided a co-branded patch for rep players' jerseys. The patches will be supplied to each hockey association at no cost.

It was decided that M. Roppel will keep the key for the equipment room.

It was also confirmed that the pucks have been ordered.

11.0 Director of Registration Report

No report due to absence. T. Desmond confirmed registration numbers, to date. (95% complete)

Novice (2011's) - 28

Atom - 46 + 5 goalies

Peewee - 36 + 4 goalies

Bantam - 34 skaters +2 goalies

Midget - 33 skaters + 3 goalies

12.0 Director of Fundraising & Sponsorship & Gates

The Hockey Committee will provide M. Roppel with the numbers/teams in order to determine the number of Novice jerseys required. Dodge Caravan provides \$500 funding for Novice – and the men's teams sponsor the jersey's. M. Roppel will approach men's rec hockey teams.

Ainsdale Golf Course provided KMHA with \$2200 from the Charity Golf Tournament!

Cooperators Insurance has provided \$2500 as our sponsor for new development equipment and the PWU has provided \$4000 as the primary sponsor for our development sessions in Tiverton for the next 2 years! A big thank you to Ainsdale, Cooperators and the PWU!

13.0 Referee Scheduler Report

K. Wright confirmed the referee re-certification dates are Sept 15/16. Also, if anyone who is 14 years+, should sign up for Referee program!



14.0 Ice Scheduler Report

No report at this time.

15.0 Technical Director Report

J. McQuillin confirmed that power skating is proceeding, and schedule has been created.

Development will now be on Sunday mornings.

Something new to add: A “Coach the Coaches” - possibly one night to do this – discussions about coaching resources, helpful practice drills, etc.

The OMHA Coaching Clinics are posted now and should be communicated on our website.

The Body Checking Clinic will be posted on our website.

J. McQuillin will send out an email to coaches to provide their evaluators.

16.0 Director of Tournaments Report

A. Ruthven confirmed there are 5 teams registered, to date, for the Archie McMillan (October) tournament. For the Ross Young Tyke Tournament (Jamboree), the Tiverton ice is booked for January 4th, 2020. For the Wade Simmons tournament, ice has been set aside for December 7th, 2019 – on the condition that this tournament will proceed.

17.0 Head Trainer & Risk Management Report

No report due to vacancy.

18.0 Town Contact Report

J. Hunsburger advised that the revised police check forms will need to be sent (temporarily) to T. Desmond.

19.0 Novice Program Director

No report due to absence.

20.0 Important Hockey Dates – reviewed August important dates.

21.0 Next Meeting Details

The next meeting will be Monday, September 9, 2019 at 6:30 p.m. at the Davidson Centre – meeting room by DC office.

Meeting adjourned at 8:12 p.m.

Minutes taken by: K. Helm



ATTACHMENT A

KMHA BUDGET REPORT 2019/2020

Period Ending July 31, 2019

<u>REVENUE</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>VARIANCE</u>
Registration	\$239,000.00	167,877.40	(\$71,122.60)
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)	2,225.00	\$3,425.00
Development (net)	(\$1,160.00)	1,051.00	\$2,211.00
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	(478.68)	(\$20,478.68)
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	171,799.72	(\$197,790.28)

<u>EXPENSES</u>			
Ice Rental	\$207,000.00	-	\$207,000.00
Equipment/Pennants/Trophies	\$25,000.00	2,875.03	\$22,124.97
Insurance-OMHA	\$21,425.00	19,757.00	\$1,668.00
Registration-OMHA	\$4,000.00	1,589.80	\$2,410.20
Registration/Insurance-OWHA	\$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	2,154.04	\$5,345.96
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	9,380.29	(\$4,480.29)
	\$369,175.00	37,299.38	\$331,875.62

Surplus \$415.00 \$134,500.34

Chequing A/C Balance to July 11/19 \$216,251.81
Lottery A/C Balance to July 11/19 \$72,850.72



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		
	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	OMHA 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