



KMHA - Executive Meeting - Agenda

Date: 01 November 2022
Time: 6:30pm

Location: Davidson Centre
Duration: 90mins

Attachments:

Attachment A – Treasurer’s Report
Attachment B - Important Dates

Attendees: Brent, Jill, Mel, Keegan, Jamie, Kevin, Amanda, Jared, Jamie Tout, Melissa, Umar, Ann- Marie

Absent: Nicole, Tracy, Jeremy, Adam, Thomas, Matt

1. Review/Acceptance of Minutes from previous meeting

- October 2022 Meeting minutes

Moved by: Melissa

Second by: Kevin

Passed:

Business arising from actions:

Nikki: - Planning flag bearers for Bulldog’s game, creating scheduling 2 weeks in advance and will reach out to coaches.

- Follow up with Megan for social posts for volunteers(pathway)

Whole committee - come up with ideas surrounding pathway skates rep try outs and additional ice for those not trying out

Jeremy – price out white boards for each room (16x20 maybe)

- Social posts about who trainers are going to be for development skates each week
- **Approved in Email**

Melissa – Brainstorm around sponsorship appreciation

- Each team to connect with their sponsor to say thank you- Media release with whatever they do
- Just missing U11 tier 2 sponsorship. Mel is working on it.

Tracy – Change important dates to add in July 1st to add in Non-try out ice times during try outs - **COMPLETE**

ACTION: December 1st for background checks to be submitted

Matt P./Melissa Hodgins: ONGOING

- Look into options for photographer for pictures (quotes)
- Not going good. Spoke to Mike and he's not really set up this year. He suggested he would go to team practices and take pictures. He also said best thing would be photo right for \$30/team and send out electronically.
- Yes- Approved

2. New Business/Items for Discussion

- AM – Have all numbers to Mel and a run down for the committee
 - 10 teams (7 teams on wait list)
 - Expenses- \$8,407.06
 - 50/50 draw
 - In a minus until Home Hardware gets figure out- Then we will profit \$315
 - Need to up the cost of the tournament- Is it worth extending numbers and make it a bigger tournament? Sponsorship?
 - Feedback- not a fan of point system
 - Wade Simmons- Wait list already

 - Melissa – Update on blankets
 - Brought one to show us. \$40/blankets
 - Sold 4 of them at the jersey sale
 - Lots of interest
 - Derrick is going to bring a thicker blanket with furr and charge \$65
 - Put it online with order form with December 1st cut off. Pay online and Mel with order them through Derrick
 - **Nikki in charge of making forms***
 - Jersey Sale
 - Jersey sale went good. Suggests more advertising
- He threw out some jerseys due to holes etc

Hockey Committee Update

- Nothing to report

3. Reports from the Executives

President

- Nothing to report

First Vice President

- Nothing to report

Second Vice President

- Coaches are selected
- rostered being done

Third Vice President

- Nothing to report

Treasurer

- It's going. Municipal grant \$16,854.00

Secretary

- Nothing to report

Director of Purchasing and Equipment

- 100 pucks issues Kincardine freezer
- Tiverton pucks in freezer
- Requests for pennies- 2023 budget
- DC nets fixed/Tiverton getting fixed
- Girls added jerseys
- U13 supplied one orange
- Peyton Gurr supplied goalie gear
- Registration- numbers by Jamie- January

Director of Registration

- Nothing to report

Director of Sponsorship and Fundraising

- Talked to Derrick regarding silver stick tournament. Raffle- Likes the idea so Mel will do that. They had lots of students to volunteers and anything made that weekend will go straight to KMHA
- Mel is looking for help to create a letter for sponsorship- Meagan Adams will do that

Referee Scheduler

- Called refs
- 7 new referees
- End of the week 4 refs that can do higher calibre

TI=technical Director

- Only girls group
- Changing format next year

Director of Ice Scheduling

- Nothing to report

Director of U9 Programming

- U8 Milk logo sponsorship- Picture being taken Thursday

Director of Tournaments

- Nothing to report

Director of Risk Management/Head Trainer

- -Medical forms are just starting to come
- -They aren't coming in asap like they should be

Privacy Officer

- Nothing to report

Town Contact Report

- Unapproved rostered by Dec 1st

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4. Important Hockey Dates – review schedule

Adjournment: 8p.m.

Moved by: Jamie T

Second by: Kevin

Passed:

ATTACHMENT B

KMHA Important Hockey Dates		
Month	Actions	Responsibilities
<i>January</i>		
	10 Deadline to add base roster players. (WQAA item. Not sure how it compares to Feb 10 deadline)	
	Remind Rep teams to recognize sponsors (puck droplarticles?)	
	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
<i>February</i>		
	10 Deadline for player addition to a roster	
Within first 15 days	AGM	President
By 28	Post Online Survey Link for Coaching Staff Feedback	
<i>March</i>		
	1 Budget committee meeting to take place	
	15 Remind Rep and LL teams to involve sponsors (puck droplarticles)	
	30 Remind trainers to return or shred players medical forms	Head Trainer
	30 Reconcile equipment (Jerseys)	Director of Purchasing & Equip
<i>April</i>		
	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	
<i>May</i>		
	1 Ensure all coaches and clinics reimbursements have been completed	
	31 Representative team entries and fees are to be received by the WQAA office.	President
tbd	OWHA AGM	
	Request Coaching Applications	Hockey Committee
	30 Fiscal year end	Finance
<i>June</i>		
	1 Girls Rep registration	
	1 Discuss tournament dates and ensure sanctions are submitted	Tournaments
Anytime	Coaching applicants reviewed	Hockey Committee
	OWHA AGM	Town Contact or Delegate
tbd	WQAA closing date for team entries	
tbd	Silverstick AGM	Tournaments
	Review of Financials	Treasurer
<i>July</i>		
	1 Add in Non-try out ice times during try outs	Ice Scheduler/Hockey Committee
Anytime	WQAA proposed admndments due 60 days prior to AGM	Town Contacts
Anytime	Book Silver Stick tournaments for Rep teams	First VP
<i>August</i>		
Anytime	Select Rep Coaches	Hockey Committee
Anytime	Revise Police check instructions	Privacy Officer
Anytime	Gravett Family Bursary - refer to WQAA website for details	
Anytime	Inform coaches that they need to start looking at quals and what needs to be completed/updated.	First Vice President Second Vice President Third Vice President
First Week	VP's and Tech Dir to update the material for Team/Coach meetings	
	10 WQAA deadline to register girls/rep tryout signups	
	15 OMHA first day for tryouts or exhibition games	
Mid Month	KMHA Equipment sale	
	31 WQAA account must be paid in full, from prior season	
<i>September</i>		
	Require Novice HL Convenor	Second Vice President
Anytime	Coach Meeting	First Vice President Second Vice President Third Vice President
tbd	OWHA General Meeting	Third Vice President
	8 No longer required to accept registrants (under WQAA rule)	
3rd Tuesday of September	WQAA Annal Minor Hockey Meeting	Town Contacts or Delegate
	15 Tournament applications due to WQAA	
	15 All Local league entries and fees are to be received by WOSS	President
	18 Last day to withdraw Boys Rep team without penalty	
Anytime	Post OWHA/OMHA revised suspension lists in areans (ref room and	Town Contact
End of Sept.	KMHA Photos - lead contact and 2 volunteers	

<i>October</i>		
First Sunday	WOAA Boys Rep team scheduling	
1	OWHA Rept team registration deadline	
9	Rep player rosters due online (not staff)	
<i>November</i>		
1	WOAA deadline to return trophies	Town Contacts
1	HULL rosters due (WOAA rule)	2nd VP(Local League)
15	Rep team rosters must be approved	Registrar
15	OWHA HL registration deadling	3rd VP
15	Deadline to submit volunteer roster and submit payment (Due mid-December)	
td	Municipality grant application due	Director of Fundraising
25	Remind teams to engage sponsors	
<i>December</i>		
1	HULL rosters must be approved	Registrar
1	Tournament fees due	Treasurer
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