



# KMHA - Executive Meeting - Agenda

**Date:** 15 February 2021

**Time:** 6:30pm

**Location:** Zoom Meeting due to COVID

**Duration:** 90 minutes

## Attachments:

Attachment A – Important Dates

Attachment B - Treasurer's Report

## Attendees:

Tom Desmond - President  
Chris Lyndon – Second Vice President  
Jill Fraser – Third Vice President  
Renee Renaud - Treasurer  
Jared Adams – Director of Novice Programing  
Keegan Wilcox – Director of Novice Programming  
Nikki Bauman – Director of Registration  
Mel Roppel – Director of Sponsorship  
Mike Roppel – Director of purchasing and equipment  
Adam Janes – Director of Ice Scheduling  
Kevin Wright – Referee scheduler  
Ann Marie Ruthven – Director of Tournaments  
Jamie Hunsburger – Town Contact  
Derrick Burrows

## Regrets:

Brent Jolley – Director of Risk management/Head Trainer  
Tracy Ford – Secretary  
Jeremy McQuillin – Technical Director  
Wendy MacDonald – Privacy Officer

### 1. Review/Acceptance of Minutes from previous meeting

- January Meeting Minutes  
Tom Desmond – Move to accept  
Kevin Wright – Second  
CARRIED

### 2. Business arising from actions -

**Anne Marie** – start looking at trophy cases at top of stairs to clean up **(Action taken 2020-10-08) ONGOING**

### 3. Items for Discussion

- Access to arenas remains the same
- Covid Screening remains the same
- Someone will be at the door at the Davidson centre. No one in Tiverton
- Huron Bruce is the only other team in the bubble
- Ok to go ahead and start booking games



#### 4. Hockey Committee Update

- Moved around within some age groups
- OWHA moved back in-house for Phase 3, as per Jill
- Decided to confirm registration is still closed, did not accept players from outside-closed programs

#### 5. Online Survey Update

- Nothing to report

#### 6. Reports from the Executives

##### President

- Nothing to report

##### First Vice President

- Nothing to report

##### Second Vice President

- There are some new registrants and getting them onto teams
- We have lost a coach in U13 tier 2, so we are working on replacing him

##### Third Vice President

- Girls have eliminated practices all together and will be playing in-house games only

##### Treasurer

- Working through refunds
- \$17,756 received from the Municipality

##### Secretary

- No issues to report

##### Director of Purchasing and Equipment

- No Issues reported

##### Director of Registration

- No issues to report

##### Director of Sponsorship and Fundraising

- No Issues reported

##### Referee Scheduler

- No Issues reported



#### **Technical Director**

- No issues reported

#### **Director of Ice Scheduling**

- Everything is on the schedule
- Please notify for official games so he can notify for refs
- Coaches to send game additions right to Adam directly
- Ending season on March 28<sup>th</sup>

#### **Director of Novice Programming**

- No Issues reported

#### **Director of Tournaments**

- No issues reported

#### **Director of Risk Management/Head Trainer**

- No issues reported

#### **Privacy Officer**

- No Issues to report

#### **Town Contact Report**

- No Issues report

### **7. Important Hockey Dates – review schedule**

- Budget committee will meet in March



**ATTACHMENT B**

<b>KMHA Important Hockey Dates</b>		
<b>Month</b>	<b>Actions</b>	<b>Responsibilities</b>
<b>January</b>		
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
<b>February</b>		
10	Deadline for player addition to a roster.	
Within first 15 days	AGM	President
By 28	Post Online Survey Link for Coaching Staff Feedback	
<b>March</b>		
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
30	Reconcile equipment (Jerseys)	Director of Purchasing & Equip
<b>April</b>		
	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	
<b>May</b>		
31	Representative team entries and fees are to be received by the WOAA. Office.	President
31	OWHA last day for tryouts or exhibition games.	
tbd	OWHA AGM	
	Request Coaching Applications	Hockey Committee
30	Fiscal year end	Finance
<b>June</b>		
1	Lower Lakes girls' registration	
Anytime	Coaching Applicants reviewed	Hockey Committee
	OWHA AGM	Town Contact or Delegate
tbd	WOAA Closing date for team entries	
tbd	Registration nights	Registrar
tbd	Silverstick AGM	Tournaments
	Review of Financials	Treasurer



KMHA Important Hockey Dates		
Month	Actions	Responsibilities
July		
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/rep tryout signups	
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 <sup>nd</sup> VP (Local League)
15	Rep Team Rosters must be approved.	Registrar
15	OWHA HL Registration deadline	3 <sup>rd</sup> 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

KMHA Important Hockey Dates 11/16/2020 ©11/16/2020 Rev. 1 Print

## ATTACHMENT A



**KMHA BUDGET REPORT**  
**2020/2021**  
**Period Ending January 31, 2021**

<b>REVENUE</b>	<b>BUDGET</b>	<b>ACTUAL</b>	<b>VARIANCE</b>
Registration	\$242,000.00	180,595.54	(\$61,404.46)
Performance Hockey School (net)	\$4,500.00	-	(\$4,500.00)
Goalie School (net)	(\$100.00)	-	\$100.00
Power Skating School (net)	\$1,500.00	-	(\$1,500.00)
Development (net)	\$7,000.00	34,400.00	\$27,400.00
Sponsors	\$3,000.00	-	(\$3,000.00)
Donations	\$20,000.00	17,758.00	(\$2,244.00)
Gate Receipts	\$18,000.00	424.00	(\$17,576.00)
Equipment Sale	\$500.00	-	(\$500.00)
Fundraising (net)	\$20,000.00	-	(\$20,000.00)
Tournament-Midget	\$8,300.00	-	(\$8,300.00)
Ross Young Tournament (net)	\$1,500.00	-	(\$1,500.00)
Wade Simmons Tournament	\$3,000.00	-	(\$3,000.00)
Silverstick	\$48,550.00	-	(\$48,550.00)
Releases	\$0.00	-	\$0.00
	<b>\$375,750.00</b>	<b>233,175.54</b>	<b>(\$142,574.46)</b>

<b>EXPENSES</b>			
Ice Rental	\$217,350.00	68,499.27	\$148,850.73
Equipment/Pennants/Trophies	\$60,000.00	4,088.87	\$55,911.13
Insurance-OMHA	\$21,425.00	14,943.96	\$6,481.04
Registration-OMHA	\$4,500.00	2,418.79	\$2,083.21
Registration/Insurance-OWHA	\$18,000.00	-	\$18,000.00
Advertising	\$50.00	-	\$50.00
Clinics & Meetings	\$13,000.00	2,067.90	\$10,932.10
Bank Charges	\$7,500.00	7,881.62	(\$181.62)
Office Supplies	\$4,000.00	1,533.12	\$2,466.88
Referees	\$30,000.00	1,584.00	\$28,416.00
Tournament - Midget	\$5,300.00	-	\$5,300.00
Tournament - Wade Simmons	\$2,800.00	-	\$2,800.00
Silverstick	\$28,550.00	-	\$28,550.00
Awards Ceremony	\$3,500.00	-	\$3,500.00
Playoff Dues	\$1,000.00	-	\$1,000.00
Pictures	\$4,800.00	-	\$4,800.00
Miscellaneous	\$3,000.00	(2,215.00)	\$5,215.00
	<b>\$424,575.00</b>	<b>100,600.53</b>	<b>\$323,974.47</b>

**Surplus** **(\$48,825.00)** **\$132,575.01**

Chequing A/C Balance to Feb 15/21 \$150,372.64  
 Lottery A/C Balance to Feb 15/21 \$65,666.57  
 Referee A/C Balance to Feb 15/21 37,829.00

