



STITTSTVILLE MINOR HOCKEY ASSOCIATION

Stittsville Minor Hockey Association

Tuesday November 20th, 2018

Stittsville Legion

Attendance:

Scott Phelan*	Chris St. Germain*	Jackie Kimmerly*	Fiona Livingstone*
Serge Vallieres*	Terry Foley*	Andrew Staniforth*	Chris Weir*
Chris Salisbury*	Sean Lowell*	Dave Greenhalgh*	Shari Kneen
Megan Bowes	James Moser	Rob Lomas	Lee Tamburano

*denotes voting Executive members

1. Call to Order

Meeting was called to order at 7:00 pm with Scott Phelan chairing.

a) Approval of Agenda

A motion was made (Chris St. Germain/ Fiona Livingstone) to approve the agenda.

Motion Approved

b) Approval of Minutes

A motion was made (Terry Foley/Dave Greenhalgh) to approve the October meeting minutes.

Motion Approved

c) Conflict of Interest

Quorum was established, voting members acknowledged and conflicts none.

2. D4 + LCMHL Update – Scott Phelan

Lanark, D4 & SMHA

- Team discussion on end of Season Playoff format across associations. Need to understand how this will affect costing across district.

- Associations discussed the possibility of having a Bantam C division in D4 for the 2019-2020 Hockey season. A minimum of 5 teams are needed in order to move forward. Based on the number of teams we may need to have a “Championship” & “Consolation” pool.
- Penalties having been going up. Need to do our best to decrease these by potentially invoking additional sanctions at the distract level to bench staff. Risk & Safety have been involved to assist in this space.
- Penalty codes on games sheets don’t appear to be accurate. Coaches, Manager, please take a moment to cross-check your sheet before you leave the rink.
- PRC’s – All Bench staff should have their PRC by now. Should this not be the case, December 1st we will start to pull Coaches & Staff from the bench.
- Novice Training for next year. Talks at Hockey Canada & HEO to bring messing to the districts.
- Emergency affiliation for Goalies – within D4 & LCMHL. Requires approval at district for a lateral move. More wrapped around being stuck if a team requires a Goalie for a tournament.
- Minor Council will start sending minutes from the meeting to our association Presidents.
- City of Ottawa exchange program has been launch. Work with our ice schedulers to get signed up.
- HEO minor has launched a new substance abuse policy, please check HEO website for more information.
- Affiliations – Goalies unlimited affiliations. 15 for skaters. If going into a national championship, the max is 10.
- 12 GIT outstanding in District. President, please crack down on this.

3. VP Finance Report – Chris St. Germain

Chris reported the following

Accounting and Cash

All accounting for the organization is up to date. As at October 31st, the following is a summary of the cash and cash equivalents:

Operating Account -	\$ 25,914.33
Savings Account -	20,975.95
Investments (GIC) -	<u>552,926.56</u>
Total	<u>\$599,816.84</u>

As of November 18th, the cash balance is \$55,896.44 and the GIC balance is at \$403,102.97. The drop in the GIC’s was to take care of ice payments, insurance, and referees. We will continue to draw down on the GIC’s as we need to make the ice payments. The majority of the registration fees have been received and all requested refunds have been processed. There remains some registration fees related to payment plans for some parents needing assistance.

As previously reported, the competitive teams have all been invoiced for their amounts due. For the second and final payment that was due on November 15th, there are still two teams that have outstanding amounts owing (as of November 18th). Both teams have been notified of their delinquency and payment is expected this week.

Attached to this report is the bank reconciliation file along with the bank statements for the month of October 2018.

Attached to this report is an update of our finances to date showing actuals to budget. There is also a separate sheet for the competitive program showing the actuals to date and a comparison to last year's total results. The actual results only show the costs to date (ice cost for Beckwith is included through December). The City ice has not been allocated between House and Competitive except for any House ice that was specifically allocate over to Competitive. The reconciliation of City ice will be done later in the year. To date, we have made prepayments for referee cost, but we have not received actual invoices for September and October. **I would like to ask that Scott contact District 4 to request actual invoices as my direct request was met with an unacceptable answer.** At this point, it is too early to determine how we will fair with our expenses; however, things appear to be generally on target. This schedule will be updated for each meeting so that the Board can review and discuss any areas of concern.

One item that needs to be addressed and confirmed is the naming of Pro2Col Uniforms as the official provider for SMHA. They have agreed to provide the association with \$3 per piece sold with a guarantee of \$5,000 to the association along with track suits for one IP team and one Novice team. We are required to direct all teams to Pro2Col and to also ensure that they are identified on the website as the preferred supplier. All reference to Rink Pro needs to be removed from the website (they do not provide any financial compensation to the SMHA).

No other significant items to report at this time.

4. Director of Competitive – Chris Weir + Patti Bokij

Successful RAMS Day Nov 10th

A Food Drive was held for the Stittsville Food Bank

Gatorade provided to both home and away teams

Lot of good fundraising for teams

Refs and Timekeepers allocated to all games

Note: For next year RAMS day should be considered for October as this weekend had conflicts with many tournaments (Silver Stick). A reschedule for 3 teams was required to free up the Sting to play Major Atom.

Parent/Player Gender Identify Discussions Complete Nov 12th

Next event: **RAMS Showdown Sensplex Nov 23-25**

Issue: Could not field a Minor Midget checking division; practice ice will be allocated however it is unfortunate. Minor Midget is looking for a replacement tournament the challenge is always ice and potentially late game reschedules.

RAMS End of Year Banquet is being planned - Hold the date

April 7th Irish Hills Golf Course

Conditioning sold out at all levels - 5 hours of ice time offered (conditioning + tryout \$180)

Team Declarations and Ice Submissions for the season submitted to B-League Sept 6th

Tryouts for Major Novice to Major Bantam complete started Sept 4th ended Sept 15th

Transfers confirmed to date

MTK

1 Major Peewee

1 Minor Midget

1 Major Bantam - still in tryout

RWC

6 Minor Bantam

2 Major Peewee

1 Minor Peewee

Minor Midget tryout in progress - schedule changes due to delays in S7, imports may be required for skaters, currently have 1 goalie transfer tryout from MTK.

Major Midget to begin Sunday Sept 16th - healthy sign up list 30 players

Refs & Timekeeper Concern

Timekeepers did not show up to Saturdays games

TTM Access

TTM access for coaches in progress - Contact list provided to D4 Sept 11th

RAMS Managers meeting will NOT be held this year due to scheduling, powerpoint presentation with all essential information shared. 1:1 sessions will be set up for any 'new' managers.

Next Up: Rosters in prep for tournaments as early as Sept 28th

Mandatory Coaches/Managers Meeting B-League Sept 30th

League start Oct 5th - Mj Novice to Mj Bantam

League start Oct 12th – Midget

5. Referee Report – Chris Monteith

Chris was unable to attend – no report

6. VP of Operations – Fiona Livingstone

Ice

All ice up to mid-February has been distributed to convenors. It is recommended that convenors hold a couple of ice times back for reschedules and potential weather issues. All convenors should be posting their practice ice on the website for both transparency and conflict resolution. Please ensure you use the correct template for Terry to upload.

We are also waiting to see what the ice requirements are for playoffs as we will have to return our ice in January for that time period.

Please ensure that ice is properly distributed and used during the Christmas break.

Officials

Timekeepers are fully trained, and issues with competitive games have now been resolved. Every game for house Peewee B and below should have 1 timekeeper and Peewee A and up should have 2 timekeepers. All competitive have 1 timekeeper except for midget which should have two. If there are issues with timekeepers, for performance or scheduling, I should be notified by either coaches or convenors. Referee training and supervision is going well, the house assigner is well ahead in scheduling. Competitive assigning is not as stable; however, it is slowly improving. If there are issues with referees, there is an appropriate complaint process. The Horizon system has some significant challenges, which need to be addressed with D4.

Canteen

There is one group I am working with to see if we can get a long term deal for the canteen. I am hoping to find out if they will be submitting a proposal shortly.

There is a novice group who wishes to have a bake sale on December 8th, which I am holding on approving till I see if there will be a conflict.

Equipment

All new jerseys have been put into circulation, and have not heard any more feedback, good or bad. We are still planning to sort through the old jerseys and sell off what is in good shape; timing will likely be into the new year. A review of storage facility in the next few months, as the current one has been sold to new owners, to ensure stability.

7. VP Support Services – Andrew Staniforth

PRCs + Gender Identity Training – It has been posted on the website for bench staff to have PRCs and Gender Identity training completed by November 1st. Hockey Canada mandates associations having a physical copy of all volunteer PRCs. PRCs can be handed in at the Coaches + Managers meeting on October 4th and at Draft Night on September 26th.

Clinics –

1. Time Keepers Course – this Saturday at the Legion starting at 9am
2. Oct 13th – Intro to Coach (Level 1) required for IP coaches.
3. Oct 20th – Coach Level 2

On Aug 25 & 26 our Development 1 clinic ran with 11 participants.

Dev 1 will be Aug. 25/26, Coach 1 will be October 13 and Coach 2 will be October 20.

Registrar – Here are the numbers pulled from Sunday September 16th, 2018. Keep in mind this includes kids gone to U18, Titans, and S7, as well as kids gone to another association after being released from RAMS (i.e. Romans, Crusaders, MTK).

Once all kids are on teams, Shari can pull a report to see who actually is playing with SMHA.

IP: 113

Novice: 185

Atom: 205

Pee Wee: 242

Bantam: 193

Midget: 166

Juvenile: 6

Total: 1,110 players

Some points to mention:

- Online registration is great until Aug.31 hits, and then it's a lot of work to get manual registrations on paper processed.
- Question from Shari - the month of August was difficult with JLA being only open limited hours. Many complaints that people couldn't get to the locked box. Can it be moved to GRC?
- Please have rosters sent in ASAP after teams are made, keep in mind credentials needing to be completed in order to get an approved roster
- Travel permits need to be sent to Scott Phelan for signature (not Shari), but only after approved rosters are returned to teams as that accompanies the travel permit for signatures.
- Shari will send out a new template for rosters for convenors to share with each of their team managers/coaches.

- Gender Identity Training - please note that those listed as bench staff must have gender identity training within 30 days of being appointed to a team. In the event they do not have GIT in place, they will be removed from the roster.

Thanks Shari for all your great work! You have been awesome!

Fee per player for HEO + HEO Minor this year will be \$43.15/player. Numbers per division include –

IP - 102

Novice – 179

Atom – 206

Peewee – 242

Bantam – 193

Midget – 152

Juvenile – 3

Shari would like to move ALL registration – new + returning online next year. Another suggestion was to open registration earlier and make the Early Bird cut off July 15th.

Risk + Safety –

1. PRC's – PRC's will be due to SMHA for all our volunteers by November 1st. We ask that each Convenor work with each team manager and collect all of the team's PRC's. Once the convenors have collected all of team's PRC's by electronic format, they are to be sent to Sean. We know at this time there is a delay / backlog with the electronic system through the Ottawa Police department. Therefore, at this time proof of the application in with the OPD will be accepted, and a date will be set for those to report back in to SMHA with their PRC confirmation. All volunteers not providing their PRC / or proof of application of PRC by November 1st will be removed from their volunteer duties.

2. Gender Identity Team Discussion – we will be putting together a small slide deck to aid our coach's in this discussion with both players and parents. Our ask is that this discussion occurs at all levels before November 1st. More to come.

Website - Terry will be working with all the teams similar to last year to issue their team page over the upcoming few weeks.

8. Director of Hockey Development – Dave Greenhalgh

Nothing to report.

9. Director of House – Atom / Peewee – Rob Alldred

Atom – James Moser

Not a lot to report

- All practice ice has been assigned through to Dec 31, Jan and Feb will be assigned by the end of November
- Almost all conflicting games resolved, the remaining games waiting for LCMHL approval
- PRCs continue to be an issue with more than 10 bench staff members still waiting for delivery from OPS
- Gender Identity training completed for all teams

10. Director of House – Bantam / Midget / Juvenile – Chris Salisbury

Bantam

1. Second evaluation session will complete on Tuesday 18 Sept.
2. Currently on target to have 9 teams (117 players).
3. With the large number of players taking their release from SMHA to play for Richmond - West Carleton, Mississippi Thunder Kings and Osgoode Rideau it will be difficult to form two A teams that are competitive. Additionally, like last year, this will have the follow-on effect of severely weakening our B teams making them non-competitive with other associations.

As such, right now I'm say 1 A team and 8 B teams.

Midget

1. Currently still in conditioning sessions.
2. We are still hoping to complete evals in time for the draft night on 26 Sept. This may slip to the right depending what happens at the OVSS and competitive B level.
3. Currently have about 15 more players than the number of goalies can support. One Midget player has indicated that he would play goalie this year if he can get gear. Rob Lomas is looking to see if we have equipment that size.

Our options are:

- i. Find equipment for the player who wants to be a goalie (preferred).
- ii. Find a goalie from another association who will play in Stittsville.
- iii. Export our wait-listed players (if they want to go) to other associations if they're short.
- iv. Refund the wait-listed players their registration fee and reduce the number of Midget teams (last resort).

--> Scott - Can you please check again with other associations to see if they have goalies that would be able/willing to play in Stittsville or are short of players (ii and iii above).

Juvenile

1. Still waiting for confirmation of a team. There are not enough Stittsville players registered.

--> Scott - Can you please check with Richmond to see if they are short of players and willing to combine with Stittsville. I've heard that they have players who are waitlisted.

Bantam/Midget Goalie Development

With such a low turnout for the older kids why don't we just cancel that session. It comes out to \$185 a goalie if only 6 show up. You could then offer a reimbursement of \$20-\$25 per session up to a maximum \$55 per goalie for CGD or Rinkeye sessions for the older kids when receipts are submitted. This would minimize wasted funds as we won't be paying for sessions that aren't used. This would require some administration on Chris St. Germain's part but I'm estimating that only 19 goalies would be available for this reimbursement which would amount to \$1045 max. I could also help with the administration of this.

This is a better value for the goalies and is low risk for the association.

11. New Business

- a) Clarifying Insurance** – Megan asked a question regarding having extra people on the ice for on-ice helpers and the need for insurance. Teams can pay the extra insurance fee required for extra help on ice.
- b) Terry** requested that as soon as teams are finalized per division per A/B/C to please let him know.
- c) Draft** – being held September 26th, upstairs at the JLA. Novice + Atom 6:30-8:00, Peewee + Bantam 8:00-9:30. Directors and Convenors need to attend for supervision.
- d) Legion** - the Legion has asked to set up a table for poppy sales at the HL Picture Day. This was approved.
- e) Goalie Conditioning** – we need to look at other options. Matt + Dan are willing to come back to run sessions. We may need to start offering to younger teams. There are 19 goalies between Bantam + Midget. The cost is \$55/goalie; the goalies put their own money out front and then get reimbursed from the association if they attend. CGD is offering sessions for \$55/goalie as well. The younger groups need to continue – the parents loved it!! It's important to get this information to coaches to promote. HEO has also put together a presentation to help coaches. It would be beneficial to have coaches attend the conditioning sessions, so they can watch and take back ideas to do with their own goalies during practices.
- f) Signage + Sponsorship** – Chris reported that he has gone through the current signs up at the JLA. Some of those up there have gone out of business – these will be removed. There is lots of new interest to fill those spaces. The association has received sponsorship from Scotiabank on Terry Fox and Pro Hockey Life.

12. Adjournment

A motion was made (Chris Salisbury/Jackie Kimmerly) to adjourn the meeting at 8:40pm.

Motion Approved