



STITTSVILLE MINOR HOCKEY ASSOCIATION

**Stittsville Minor Hockey Association
Management Council Meeting - Tuesday, April 21, 2020
7:00PM – VIRTUAL MEETING**

Attendance:

Scott Phelan*	Neil Farr*	Fiona Livingstone*	Scott Driscoll*
Terry Foley*	Emily Parent	Christopher Salisbury*	Courtney Milbury
Rob Lomas*	Chris St. Germain*	Scott Rogers*	Mike Groves*
Shari Kneen	James Moser	Nicole Brooks	Deanne Ferguson
Holly Foley	Bethany Roy		

*denotes voting Executive members

1. Call to Order

Meeting was called to order at 7:05pm with Scott Phelan chairing.

a) Approval of Agenda

A motion was made to approve the agenda. (Neil Farr/Scott Rogers)

Motion Approved.

b) Approval of Minutes

No minutes were brought forward for approval at this meeting.

c) Conflict of Interest

Quorum was established, voting members acknowledged and no conflicts declared.

2. President - D4 + LCMHL + SMHA Update – Scott Phelan

The President's Report was submitted in advance of the meeting and is attached.

Mr. Phelan highlighted several items in his report, and Council had in-depth discussions on a few items contained therein. In particular, there was significant discussion around the Annual General Meeting, the timing, content for the meeting and a focus related to elected positions. Discussion was held surrounding returning members, vacant positions and positions up for election.

There were no items submitted for a vote.

3. VP Finance – Chris St. Germain

The VP Finance Report was submitted in advance of the meeting and is attached. The report included the bank reconciliation and bank statements, as well as an updated financial summary for both the house and competitive programs. (*Documents distributed to all Council members and available upon request*). During the discussion, it was noted that due to the early end to the 2019/2020 season, there were significant savings and positive variances.

Mr. St. Germain discussed the contents of the VP Finance Report as at March 31st, noting that the Association had \$2,032.06 in the operating account, \$11,819.15 in the savings account, and \$80,057.24 in GICs. It was further noted that there are several credits to the Association, including credits from the City of Ottawa and Township of Beckwith that will be applied next season.

The Audit Committee has not met since the last meeting and will not reconvene until Hockey Canada indicates that we are able to do so.

It was noted that that the organization generated almost \$60,000 in surplus due to the early termination of the season, and options to potentially deal with that surplus were discussed by Council members. Following a discussion on the topic a motion was put forward by Mr. St. Germain.

The Executive set up a Committee to review and recommend a COVID-19 player assistance program for the SMHA 2020-2021 season. (Rob Lomas/Christopher Salisbury)

Motion Approved.

Council members interested in being part of this Committee were asked to submit their names to the Secretary.



4. VP Operations – Fiona Livingstone

The VP Operations Report was submitted in advance of the meeting and is attached.

A discussion was held related to tournaments to be hosted for next year, and specifically what levels might be successful. Currently a request for some potential dates at JLA has been made. It was noted that Atom (U11) would likely not be an option, and that consideration should be for Novice (U9) and as well as Peewee (U13) and Midget (U18).

Equipment (including jersey) returns are currently on hold due to the COVID-019 restrictions.



5. VP Support Services – Terry Foley

The VP Support Services Report was submitted in advance of the meeting and is attached.

A discussion was held around consideration for keeping registration rates the same for the 2020/2021 season and the overall impacts of COVID-19 on the Association and membership for the upcoming season. Following the discussion, a recommendation for the formation of a Registration Sub-Committee was put forth, which would include the VP Support Services, VP Finance, VP Operations, President, Registrar and Emily Parent would serve as Secretary. The following motion was put forward.

The Executive set up a Registration Sub-Committee, comprised of the VP Support Services, VP Finance, VP Operations, President, Registrar and an appointed secretary to review the SMHA program for the upcoming season and make recommendations as to how to assist our membership during the current environment. (Terry Foley/Fiona Livingstone)

Motion Approved.

There was a brief discussion related to the end of year survey, which was running at about a 33% response rate, with only approximately 355 respondents. Given the current environment and the abrupt end to the season, the decision not to extend the deadline was the recommendation unless anyone objected.



6. Director of Competitive – Scott Rogers

The Director of Competitive Report was submitted in advance of the meeting and is attached.

It was noted that several levels didn't get to complete their final round and resulted in sharing league titles with other teams. The Director also highlighted that coaching applications for competitive have been received, and the process of interviews will start in May. It was further noted that the jersey collection process is on-hold due to COVID-19.



7. Director of Development – Neil Farr

The Director of Development Report was submitted in advance of the meeting and is attached.

There was a brief discussion related to closing out team finances and expectations. It was suggested that the VP Finance craft an account closing communication to be shared with Convenors for distribution to all teams.



8. Director of House (U11/U13) – Mike Groves

There were no updates.

9. Director of Senior House (U15-21) – Christopher Salisbury

The Director of Senior House Report was submitted in advance of the meeting and is attached.

The report was treated as read and there were no additions, further discussions, comments or concerns raised.



10. Adjournment

A motion was made to adjourn the meeting at 9:17pm. (Christopher Salisbury/Rob Lomas)

Motion Approved.

10. In-Camera Session

No in-camera session was requested.