



STITTSVILLE MINOR HOCKEY ASSOCIATION

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

Attendance:

Scott Phelan*	Scott Driscoll*	Scott Rogers*	Neil Farr*
Terry Foley*	Emily Parent*	Christopher Salisbury*	Rob Lomas*
Rob Rae*	James Moser*	Fiona Livingstone	Holly Foley
Shari Kneen	Bethany Roy	Nicole Brooks	Serge Vallieres
Sherrie White	Jeremy House	Deanne Ferguson	Leanne Simpson

*denotes voting Executive members

1. Call to Order

Meeting was called to order at 7:06pm with Scott Phelan chairing.

a) Approval of Agenda

A motion was made to approve the proposed agenda. (Rob Lomas/Terry Foley)

Motion Approved.

b) Approval of Minutes

*A motion was made to approve the Management Council meeting minutes for May 19, 2020.
(Rob Lomas/Rob Rae)*

Motion Approved.

*A motion was made to approve the Management Council meeting minutes for June 16, 2020,
subject to minor changes. (Rob Lomas/James Moser)*

Motion Approved.

*A motion was made to approve the Management Council Special meeting minutes for June 25,
2020. (Rob Lomas/Terry Foley)*

Motion Approved.

c) Conflict of Interest

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

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

SMHA General

Mr. Phelan started by noting that the RAMS logo inlay will be required for the JLA & GRC, with JLA ice refrigeration commencing on August 29th. It was noted that an inlay will be required as opposed to the traditional stencil format. There is an outside company that makes the inlays and it is expected to be around \$800. Rob Rae is to engage with the contact provided to him.

An option for a new storage unit for SMHA jerseys and gear was raised to Council. Scott P. had met with ItalFoods to look at their outdoor storage options. Unfortunately, their units might be slightly smaller than the current unit one we have. It was noted that they would be willing to work with us. It was raised that it would be a considerable amount to move the contents in the current unit, and Access Storage has indicated they will be making the necessary repairs that have been subject of some our concern. It was noted that there could be sponsorship opportunities to work on with ItalFoods, as they seem interested in working with us.

Scott P. noted that he was going to put together a document/database for an inventory of SMHA assets, including physical and others (Goalline, website, storage units, etc.). The list would be shared with Council members to make sure we capture everything.

Recruitment – there will be a call out for additional volunteers. Due to the current COVID-19 situation, there will be a new COVID health & safety role for which 3 candidates have come forward. Council has asked for some additional information on the candidates to assist in determining the best-suited individual for the role. It was noted, based on Hockey Canada expectations, that there will be someone identified for each group of players that will need to “report” to this individual. There was also some discussion on the TTM role, noting that one volunteer has come forward. It was flagged that the response to our “general call” for volunteers to help for this season has been fairly light to-date, and almost all related to coaches. It was discussed that once convenors are in place it might help drive some additional responses. Scott P. asked that we continue to canvass for additional volunteer support as we move forward with this season.

Scott P. raised that we should be adopting the new “U” nomenclature and ensure that we update our documents and website to reflect this moving forward (although recognized that much of this has been done already). It was flagged that we have a couple of new updates needed to our website due to recent appointments/changes.

It was noted that we need to move forward on our volunteer of the year award, and Scott asked that the committee wrap this up as soon as possible so we can get some recognition as soon as possible – particularly with the new season approaching.

Boundaries – it was noted that were changes to HEOs maps, and that there may be more changes in the next few months.

Scott P. shared with the Council that Kristian Goulet, a Stittsville member, has taken on the new role of Chief Medical Officer at HEO.

Return to Hockey / D4 Updates

There was lengthy discussion on the plans to return to hockey for the upcoming season, including discussion related to all aspects of registration, the format, use of officials and various responsibilities and changes to policies. It was noted that hockey is expected to start on or about September 8th but recognized that there are still many unknown variables and aspects. It was noted that we need to fully understand HEO's requirements and expectations, and then we can communicate a program for registration purposes. Clarification on those requirements is critical to registration commencing, with hopes of opening registration within a few days to a week. Scott P. will share some HEO document to all members for comment. It was suggested by some Council members that we should consider striking a registration sub-committee to review the HEO requirements and make recommendations to Council. The VPs and President would be part of this group and there would be a report out at the July 27 Special Meeting.

The President Report is attached.



3. VP Finance – Emily Parent

The VP Finance Report was submitted in advance of the meeting and is attached. It was noted that the accounting software costs were actually going to be lower than the amount approved at the last meeting due to the decision to use a cloud-based software.



4. VP Operations – Rob Rae

The VP Operations Report was submitted in advance of the meeting and is attached. There was a high-level discussion on the contents of the report, and a motion to support filling the vacant Equipment Co-ordinator role.

A motion was made to appoint Lee Pothier to the position of Equipment Co-ordinator, effective immediately. (Rob Rae/Terry Foley).

Motion Approved.



5. VP Support Services – Terry Foley

The VP Support Services Report was submitted in advance of the meeting and is attached, and there was nothing else to report or highlight.



6. Director of Competitive – Scott Rogers

The Director of Competitive Report was submitted in advance of the meeting and is attached, and there was nothing else to report or highlight.



7. Director of Development (U7/U9)– Neil Farr

The Director of Development (U7/U9) Report was submitted in advance of the meeting and is attached, and there was nothing else to report or highlight.



8. Director of House (U11/U13) – James Moser

The Director of House (U11/13) Report was submitted in advance of the meeting and is attached, and there was nothing else to report or highlight.



9. Director of Senior House (U15-U21) – Christopher Salisbury

The Director of Senior House (U15-U21) Report was submitted in advance of the meeting and is attached, and there was nothing else to report or highlight.



10. New Business

- a) AGM Next Steps – *Item deferred until a future meeting.*

11. Adjournment

A motion was made to adjourn the meeting at 9:25pm. (Scott Rogers/Terry Foley)

Motion Approved.

12. In-Camera Session

No in-camera session was requested.

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