



STITTSVILLE MINOR HOCKEY ASSOCIATION

**Stittsville Minor Hockey Association
Management Council Monthly Meeting - Tuesday, March 16, 2021
7:00PM – VIRTUAL MEETING**

Attendance:

Scott Phelan*	Emily Parent*	Scott Rogers*	Neil Farr*
Terry Foley*	Rob Lomas*	Rob Rae*	Bill Corcoran
Holly Foley	Bethany Roy	James Moser	Fiona Livingstone
Nicole Brooks	Natasha Pappin	Deanne Ferguson	Rob Stewart
Joseph Discher	Lee Pothier		

*denotes voting Executive members

1. Call to Order

Meeting was called to order at 7:01PM with Scott Phelan chairing.

a) Approval of Agenda

No motion was made to approve the proposed agenda.

Motion approved: Rob Lomas & Scott Rogers

b) Approval of Minutes

No motion was made to approve the Management Council meeting minutes for February 16, 2021.

Motion to be approved in April meeting

c) Conflict of Interest

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

2. President Update – Scott Phelan

The President's Report was delivered during the meeting. Some of the key highlights discussed included:

Mr. Phelan mentioned that he is looking at Beckwith to fill gaps of ice touches within the association.

Mr. Phelan identified direction from the league that an AGM meeting must take place virtually and that the constitution should be reviewed for changes and executive positions up for voting should be identified. There was also discussion on how to conduct the meeting since voting is required. Mr. Phelan noted that 3 other associations are holding their AGM's in May. It was further noted that it would be better to hold the AGM after the finances are in order as it is anticipated this topic will generate a lot questions. It was agreed among the executive members to aim for the AGM to take place on May 26th and that communique out to the membership would follow.

Mr. Phelan also discussed sending out a call for volunteers for the upcoming season. It was identified that SMHA would benefit from a fundraising leader. It was decided to wait until after the AGM to publicize this position as there are 7 voting positions to be filled. Additionally, Mr. Phelan requested trying to identify someone who can drive the Volunteer of the Month initiative.

With regards to a change in restrictions, it was determined that U18 would not continue with the season, in which case that ice time would be reallocated to other divisions, when and where possible. It was also discussed that a change in restrictions would most likely revert back to 10 skaters on the ice with no scrimmages required. It was noted that the city has reduced the hourly cost of the ice during restrictions. It was agreed that the association would have to decide how to handle the amount of refund for the U18 program with the earlier end to the season in relation to the other levels.

Mr. Phelan noted that under the current restriction measures, the league was supportive of end of year events that were held outdoors in a parking lot after practice and that concluded after a maximum of 45 minutes, and followed all public health measures.

Mr. Phelan noted that emails through Campaigner were still experiencing issues. Ms. Brooks and Mr. Foley discussed doing some testing emails with distribution lists. Mr. Foley requested he would like to have assistance or have someone take over as Webmaster.

Mr. Phelan identified the need to publicize SMHA's bursary program to graduates. It was determined to make April 16th application deadline.

Mr. Phelan asked if he could receive, by the following week, any success stories or events within SMHA that were worthy of sharing with D4.

Mr. Phelan noted that there was nothing new to report with regards to refunds until the season is complete.

3. VP Finance – Emily Parent

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

Ms. Parent noted there was a sufficient cash balance in both accounts (excess of \$400k each) as SMHA hasn't paid any ice. It was confirmed that Beckwith returned the cheque for January ice and that SMHA had received the invoice for ½ of the month of February for Beckwith usage.

Ms. Parent indicated a profit of approximately \$267K was due to ice payments not yet processed.

Ms. Parent mentioned that no significant issues were found with the audit committee. However, it was identified that e-transfers only requires 1 signing officer and that a call with the bank to discuss the process was forthcoming to ensure both signing officers have visibility and oversight.

Ms. Parent asked for expenses for any training courses to be submitted quickly.

Ms. Parent mentioned that the second insurance invoice will be mailed to the association over the next few weeks.

Ms. Parent noted that the bursaries will be included in next year's budget.



SMHA VP FINANCE
Mar 2021 update.pdf

4. VP Operations – Rob Rae

Mr. Rae asked about the Pro2Col deadline for the Atomic jerseys. Ms. Livingstone identified she would send the info to Mr. Pothier.



SMHA MEETING
POSITION REPORT VP

5. VP Support Services – Terry Foley

Mr. Foley had no updates but requested Mr. Stewart to advise on the Health and Safety.

Mr. Stewart advised that Ottawa Public Health will advise if you are a close contact and identify when you can return.

6. Director of Competitive – Scott Rogers

Mr. Rogers noted that if restrictions moved to red, the Rams should maintain their ice to finish the season.



Mar SMHA MEETING
REPORT - Director of

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

Mr. Farr had no new updates to provide but his report is attached.



SMHA MEETING -
Development - Mar 21

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

Due to technical issues, Mr. Moser was unable to present any updates but his report is attached.



SMHA MEETING
POSITION REPORT - E

9. New Business

Mr. Lomas reported that JoJo's Pizza has agreed to support SMHA by donated 25% of sales, 2 times a month beginning in April and lasting through the summer. The first SMHA night is scheduled for April 14, 2021.

10. Adjournment

A motion was made to adjourn the meeting at 7:56PM. (Scott Rogers/Rob Lomas)

Motion Approved.

11. In-Camera Session

No in-camera session was requested.

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