



STITTSTVILLE MINOR HOCKEY ASSOCIATION

**Stittsville Minor Hockey Association
Management Council Monthly Meeting – June 15, 2021
7:00PM – VIRTUAL MEETING**

Attendance:

Scott Phelan*	Scott Driscoll*	Emily Parent*	Neil Farr*
Rob Rae*	Terry Foley*	Rob Lomas*	Rick Slobodian*
James Moser*	Scott Rogers*	Sherrie White	Courtney Milbury
Bill Corcoran	Bethany Roy	Leanne Simpson	Rob Stewart
Marie Coté	Lee Pothier	Sean Hogan	

*denotes voting Executive members

1. Call to Order

Meeting was called to order at 7:02PM with Scott Phelan chairing.

a) Approval of Agenda

A motion was made to approve the proposed agenda, with slight adjustment to the order in which the items would be covered. (Neil Farr, Rick Slobodian)

Motion Approved

b) Approval of Minutes

There were no outstanding Minutes brought forward for approval.

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 expressed the vital role volunteers play in the success of the association and thanked those at the meeting for the contributions, and the need for continually keeping an eye out for new people to help support the ongoing operations of the association. Mr. Phelan also welcomed some new volunteers to the association.

Mr. Phelan also noted that he was requesting some personal information from Council members via Google Doc so that he would have current information and cellphone numbers, etc. for emergency purposes.

Mr. Phelan noted that Council has many committees and that he will send out committee memberships to the group to make sure they are accurately recorded, and there will be an awareness of what exists.

Mr. Lomas noted that we were looking at the tentative date of Friday, October 8th for the fundraising SMHA golf tournament at the Canadian Golf and Country Club. He further noted that the Canadian has been running a few tournaments and was looking to apply lessons learned to future tournaments (which would include ours).

Mr. Phelan noted that we will soon need to look to renew our conflict of interest disclosures – possibly once roles are determined for the upcoming season. From a high-level, Mr. Phelan ran through the various current Council disclosed disclosures. Most disclosures dealt with Council members in various other hockey related volunteer roles. Rob Rae identified that he was an employee of a wholly owned subsidiary of Scotiabank, and wanted it reflected that he is serving as a director in his personal capacity and not as a representative of Scotiabank, and that any matters relating to Scotiabank he will abstain from any discussion, consideration, voting and related matters.

Mr. Phelan noted that we are looking hard to identify someone suitable for the Coach Mentor role that has been vacant for some time.

3. VP Operations – Rob Rae

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

Mr. Rae noted that the developments related to Ice was provided in his report. It was noted that the City of Ottawa was going to be having calls with users of rinks with 2 people from every association tomorrow night at 8pm.

Mr. Rae flagged that there was still no Referee in Chief (RIC) identified yet for the SMHA.

In terms of equipment, Mr. Rae deferred to Mr. Pothier to provide an update. Mr. Pothier reminded Council that nothing new was purchased last year, and that they had "refreshed all quotes". From

Pro2Col, new set of U9 jerseys, all socks, refresh of all pucks, additional puck bags, trainer kit refresh, game sheets (all games) had a quote of \$29,640 (added \$2,400 for game sheets and puck bags). Currently there was \$32,000 allocated in the budget by the VP Finance.

At the U9 level there is expected to be a need for about 196 players, or 382 jerseys. There is a currently a contract in place with a 3-year term for a pricing of \$41.95 per jersey, however that contract ends on July 31 – after that date jerseys go up by \$14 per jersey. (Later it was noted that the \$14 increase per jersey could actually be an increase of \$20 per jersey). It was also noted that we need to get the jerseys on a timely basis with the season quickly approaching. At U18, it was noted that we are looking at getting an extra set of U18 jerseys in case we surge to 7 teams (we had 6 last year). If we add the extra set, we will need \$1,500 to be added to the budget and approved.

Ms. Parent raised a few items for discussion, including obtaining comparative pricing, about delivery penalties, that there are no tryout jerseys this year for RAMs and a discussion around the Canadian Tire and McDonald's programs.

Mr. Pothier noted that for equipment returns, we are still missing some puck bags and trainer bags at the U7/U11/U13 levels.

Mr. Rae closed noting the need to recruit officials and timekeepers. Mr. Foley indicated that he would look at the archives for advertising in prior years for these roles, but that we may want to advertise earlier than later.



4. VP Finance – Emily Parent

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

Ms. Parent noted that the budget was almost done and expected it to be done by the end of the week. She further noted that there were options, and certain variables that would need to be discussed. Ms. Parent expects to get the budget to the Executive before the end of the week.

To help with the budgeting process, Mr. Foley noted that he wants to get registration open as soon as possible, aiming with a potential date of beginning of July with early bird pricing ending July 31. Mr. Foley noted that there are still some issues with the Hockey Canada website that are supposed to be fixed this week. Ms. Parent noted that she was using 1,000 registrants in her analysis but will look at a range of registrations to discuss with Executive at a Budget Review meeting on June 22.

Ms. Parent noted that we are still dealing with a very small number of refund issues (3 families) otherwise we are done.

Ms. Parent noted that the recent SMHA fundraising night at JoJos Pizza raised \$270.57

Ms. Parent flagged that the Pro Hockey Life program was changing, and that there was now a need to have a certain minimum order guarantee.

Mr. Phelan mentioned the timing of sponsorships, indicating that it would be best if we can get them lined up before the ice is put in.

In response to a question on sponsorship signage, Mr. Rae indicated that it was only on the wall and at the JLA.



5. VP Support Services – Terry Foley

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

Mr. Foley noted that there is a new Risk & Safety Officer – Lori Clarke. He also shared that Marie Cote will look after Clinics.

There was a discussion on registration, with more discussion to be held at the budget meeting on June 22.

Mr. Foley noted that we are still looking for a Tournament Co-ordinator. He also flagged a novel proposal that was put forward that a team might manage the tournament for a portion of the proceeds (in essence, fundraising for that team).



6. Director of Competitive – Scott Rogers

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

Nothing was raised outside of the report.



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

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

Mr. Farr raised that one coach still has a jersey/puck bag and they have been working on retrieving them. Mr. Farr noted that they will be working on the sizing of jerseys this year, as they have traditionally been too large for the U7/U9 players.



8. Director of House – James Moser

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

Mr. Moser flagged that U11/U13 were also negligent on getting their equipment in.

Mr. Moser noted that Joe Discher is returning as U13 Convenor & Natasha Pappin will be helping him out, which will serve as a primer for Ms. Pappin as this will be Mr. Discher's last year as U13 Convenor.



9. Director of Senior House (U15-21) – Rick Slobodian

Mr. Slobodian noted that for U15-U18, we will be losing Fiona Livingstone this year, although she has expressed interest in trying to start a Juvenile team (U21) this year. It was agreed that we will add U21 to registration to see what demand is like. It was raised that having a consistent date/time for their games would be good. That being said, we will need to fill Fiona's role for U18 this year.

10. New Business

Canteen – it was noted that the City has not disclosed what they will be using the JLA canteen area for. Potential options were discussed, including some interest from Timmy's and Maverick's.

Equipment Donation – Mr. Phelan indicated that he had received a donation of goalie equipment from a family. A quick discussion on how to manage the donation was held.

U18 Competitive Coach – Mr. Rogers noted that the Executive had approved his selection of the U18 RAMs coach.

11. Adjournment

A motion was made to adjourn the meeting at 8:24PM. (Rob Lomas/Terry Foley)

Motion Approved.