



STITTSVILLE MINOR HOCKEY ASSOCIATION

Stittsville Minor Hockey Association
Monthly Council Meeting – August 15, 2023
8:00 PM – virtual meeting

In attendance:

Scott Phelan*	Bethany Roy	Emily Parent*
Marie Côté*	Richard Hogue	Mike Kemp*
Bill Corcoran*	Terry Foley*	Wendy Poole
James Moser*	Courtney Milbury	Rob Lomas*
Holly Foley	Mike Bew*	Leanne Simpson
Ben Kirkwood	Natasha Pappin	Cory Poole

*denotes voting Executive members

Agenda:

1- Call to Order

The meeting was called to order at 8:06pm with Scott Phelan, President chairing.
Motion made by Rob Lomas (Director at Large) and Terry Foley (VP of Support Services)

2-Approval of the Agenda

There was no motion made to approve the proposed agenda - not applicable

3- Approval of the Minutes

Scott Phelan (President) made a motion to approve the minutes from the July meeting. Motion approved by Rob Lomas (Director at Large) and Emily Parent (VP of Finance)

4- Conflict of Interest

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

5- President Update

- 1) Golf Tournament** – Thank you to Marie Côté, Bill Corcoran and Rob Lomas. Still too early on the revenue generated that day, but the silent auction items brought in approx. \$2600. We do have some expenses and need to get those off the books. SMHA C.C. will be used to cover these items. Final numbers should be in by Thursday / Friday this week.

- 2) **Season Start** – Will know more during our LCMHL / D4 meeting next week, but the day after Thanksgiving is an estimate. U11 delayed start due to Pathways program. November for Juvenile
- 3) **District RIC & Scheduler** - Kelly & Lou will be back. District has updated their website with additional information. Officiating contacts, Training, Clinics, Incident Reporting. Complaints & timeframes for filing, Horizon Assigning System, Referee resources, Calendar of events, etc. <http://www.district4.ca/>
- 4) **Discipline Codes** – Some minor changes to Minor Discipline Codes. Please add to website / address with time keepers. These will be added to the D4 & LCMNL sites.
- 5) **Game Sheets** – Games sheets ordered and should arrive over the next week or so.
- 6) **Clinics** – Clinic request dates have been submitted by Marie. Thank you.!!
- 7) **Volunteer of the month award** – Pro2Col ordered a few extra Tumblers for the golf tournament. Be great to get something started as the season begins. Perhaps we select one of our team leads throughout the sort out process.
- 8) **Team Photos** – When we left the last meeting we were going to review current and interview other companies. Let's discuss this.
- 9) **Boundaries** - Within District 4, we want to remind our members that you must register for hockey with your home hockey association as per HEO Policy 6.49. Boundaries are important for the growth of minor hockey in all communities. Boundaries were last reviewed in 2019 & HEO has a goal of setting up a team to review during this hockey season.
- 10) **House Team Levels 20/60/20 (A,B,C)** – League will start reviewing last year's number & will start asking for estimations as we move through sort outs. I'd like to be prepared this year in advance of that meeting to fight at certain levels. Scott & Directors to connect as we move through sort outs.
- 12) **D4 / LCMHL Meeting – August 21st 6pm**

6- Vice-President of Finance update

- We are receiving requests for financial assistance for this season. I will review the requests with Scott
- Going through the logos on the website/advertising
- Continuing to answer the auditor questions as we have a new auditor reviewing our financials this year
- I will be reviewing the finances with Scotiabank to make sure that we keep bank charges low and the interest high
- I will be holding an audit meeting with the internal audit group in the next few week

7- Vice-President of Operations update

- We will invite our Coach Mentor Mike Roy to the draft nights so that he can introduce himself to the coaches and explain his role
- I will need the Convenors to estimate the number of teams that they will form based on the final registration numbers
- There is a lead at the storage locker leak which will need to be looked at and repaired. If we want to move to a different storage locker, we will need to provide 30 days notice to terminate the current contract

8- Vice-President of Support Services update

- GM codes on HEO website not updated yet
- Carryover suspensions - 17, volunteer/coaches - will send list to Convenors
- Home tournaments are in the report - dates have been blocked out for house tournaments (consider U15B?)
- Need some volunteer support for tournaments, student interested in running a tournament for volunteer hours

9- Director of Competitive update

- We should be on budget with registration numbers
- Coaches meeting tomorrow
- We are working on our policy document and will be tighter on discipline with rink behaviour from parents and coaches

10- Director of Development update

- We have selected 2 coaches to lead the U7 for conditioning + evaluation sessions
- I need to reach out to Canadian Tire and inquire about goalie equipment for the season
- We will continue to look for volunteers for U7 and U9

11- Director of House U11/U13 update

- Please see the monthly report
- Waiting on final numbers to confirm number of teams

12- Director of House U15/U18/U21 update

- Please see the monthly report

13- New Business

- Do we want to look at providing RAMS swag for new coaches (hat with sponsor on it, etc?)
- Once registration has closed, players will be added to the waitlist. To be added to the waitlist, parents must email Leanne. Leanne will then reach out to the Convenor to see if there is a spot available to accept the registration.

- Replacement pinnies for U15/U18 - in the budget, will need to order
- We should take an overall pinnie audit and re-organize the bins
- Policy document - should we outsource the creation of our revised policy guide? Rob Lomas (Director at Large) suggested that we start with the discipline policy and has agreed to lead the creation and review of the policy so that it is in line with the constitution.

14- Adjournment

A motion was made to adjourn the meeting at 9:35pm. Motion made by Mike Kemp (Director of Competitive) and Rob Lomas (Director at Large)

For additional details, all of the monthly SMHA Council Reports can now be found in this folder:

https://drive.google.com/drive/folders/1Rv3Ph72_1bq6klBWj6MPQV-bHCxsvvb0?usp=drive_link