



MEETING MINUTES April 29th, 2025

The Island Restaurant

Attendance:

Ashley, Amber, Spencer, Jessica Chiles, Niall, Derek, Michelle, Jessica Chagnon, Heidi, Josee, Malin.

Call to Order: 7:04

Board Meeting Summary

Date: April 22, 2025

Time: 7:04 PM – 9:23 PM

Location: Island Restaurant

Next Meetings:

- Tuesday, May 20 at 8:15 PM (Zoom)
- Monday, June 2 at 7:00 PM

Motions Passed

- Approval of previous meeting minutes: Moved by Josee, seconded by Amber.
- Approval of amended agenda: Moved by Jessica, seconded by Niall
- Appointment of Jessica Chagnon as Chief Referee: Moved by Jessica Chiles, seconded by Niall, all in favor. Motion passed. Thank you Jessica!
- Increase of player registration fees by 5% (goalie fees unchanged) and addition of waiver agreements during registration: Moved by Michelle, seconded by Jessica Chiles. All in favor. Motion passed.

Key Discussions and Updates

Board Roles & Communication

- Reviewed extended board role descriptions with the new board.
- Discussed ongoing coach fines due to incomplete certification—\$750 in fines this year.
- EK to communicate with the registrar about outstanding certifications to help prevent fines in the future.
- Explored options for improving communication (e.g., broader access to SportsEngine for memo distribution).

Finances & Administration

- Discussion around having a credit card or cash float for team managers to manage small expenses.
- Suggested that large purchases continue through the association directly ie Off the Wall, DJs, Medals, etc.
- Reviewed and acknowledged outdated but still-relevant policies in the 2017 handbook, particularly for equipment and safety.
 - Suggestion of completing the safety course which would be helpful for coordinating the safety volunteers on teams.
 - Epact, \$1500, didn't get used at all last year. Epact gives access to the player's medical data to the manager, coach and safety person; parents to update this. Will look into different options.
 - Jerseys, coach jackets to be ordered before the season starts.

Manager & Fundraising Roles

- Manager Lead to oversee event planning (Mini-Olympics, Banquet, Adult Co-ed Tournament).
- Manager lead oversees manager selection if there are multiple volunteers or any conflicts.
- Main role is to support managers.
- Malin, Amber and Heidi will continue the conversation about the position description and bring it back to the board.
- Heidi will apply for three gaming licenses for home tournaments after confirming with team managers.

- Proposed creation of a **Fundraising Committee** with consistent leadership to manage sponsorships and donations.
 - Really important to have this committee and it to be consistent with plans and organized community donations.
 - Someone to oversee and delegate.

Committee Updates

- Committees to have 3 directors and if any conflicts of interest will ask another to step in.
- Plan to update the bylaws with changes to governance structure and operational committees but will continue to operate as we have been.
- **Conduct Committee:** Chaired by VP, directors will include Niall, Derek, Spencer, Jessica Chagnon.
- **Finance Committee:** Chaired by Treasurer, directors will include Michelle, Amber, Spencer.
- **Evaluation Committee:** Chaired by Coach Coordinator, directors will include Derek, Ashley, Niall, Jessica Chiles.
- **AP Committee:** Chaired by Coach Coordinator, directors will include Derek, Josee, Malin and association member Ryan Pinkney.
 - Full coaches meeting at the start of the season to explain the AP process. Josee and Malin will attend.
- **Fundraising Committee:** Directors will include Heidi, Amber, Ashley and members of the association will include Susan McRoberts, Jill Holland and more.

Dual Roster Fees & Registration

- Dual rostering allows female players to be registered on both a coed and a female team. This system plays a major role in sustaining female hockey teams, particularly in smaller associations where registration numbers are limited.
- Dual rostering was legally approved years ago following a case where a female player was denied team placement. It was introduced to ensure equity and access in hockey.
- Having just two dual-rostered players per age group can make the difference between forming a viable female team or not. These players not only support the female teams but also help balance numbers on coed/recreational teams. Last year, 8 players were dual rostered—5 of whom whose primary team was coed.

- Communication needs to be clearer for parents, coaches, and managers. The goal is to make participation accessible to all families, especially those with financial challenges.
 - Improved communication and coordination are needed to ensure players and families understand the value of dual rostering, its role in supporting female hockey, and the commitment involved.
 - The objective is to keep kids in sport, playing at their appropriate level, and foster both gender equity and strong team formation.
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- Dual roster fees to increase to \$150 to match goalie registration fees.
 - Communication around fees and their purpose needs improvement.
 - Emphasis on financial accessibility and equity for all registrants.
 - Goalie gear provided if needed; low registration fees to help remove barriers.

Upcoming Planning & Grants

- Approved 5% registration fee increase.
- Registration opening May 3rd for two weeks.
- Planning for next season's team formations and a strategic planning session (Pacific Sport, grant-supported). Preferred for in-person session within 1–2 months.

Player Movement (U9 to U11)

- Continued discussion on advocating for updated EK policies regarding player movement from U9-U11.
- Outlined process for player movement (request letter, coach recommendation, independent evaluation).
- Board supports this request and will revisit this at the next EK meeting.
- Maybe able to ask the EK AGM. Family provided all of the letters of recommendation and documents collected from other associations.
- In the past, BC Hockey has deferred to EK on this matter.
- Family has asked that if the request/policy doesn't go through would we support the player joining a U9 team in Cranbrook but practice in Golden with U11 weekly and would pay a fee? Board would support this option.
- Player would be released from GDMHA but could practice because still part of Hockey Canada.

Scholarships

- One \$500 bursary approved for a graduating player/referee, pending proof of post-secondary registration.

Officer & Committee Reports

- **President (Jessica Chiles):** General oversight and facilitation.
- **VP (Niall Gleeson):** Conduct Committee Chair.
- **Registrar (Malin Ewan):** Registration opening May 3rd, for “2 weeks” and then we can book team meetings for June.
 - Question about U15 having a non-contact team. Usually a vote within the team. Any dual roster players can be refunded if they don't want to play contact.
 - Contact team at U15 to maintain a U18 team in the future.
 - Team meetings - discuss numbers and explain the league and the commitment.
 - **Keeping Girls in Sports Course:** Coaches, assistance coaches to do the keeping girls in sport course. Special considerations for coaches and helpers to complete courses when getting an influx of new players from the first shift and need more volunteers.
- **Female Development (Josee Roy):** Working to build a U9 female team option with 1 weekly practice and potential home & away tournament. Would be aged from second year U7 - first year U11.
- **Treasurer (Michelle O'Grady):** Financial planning and registration fee increase.
 - Working on budget and year end.
- **Coach Coordinator (Derek Penno):**
 - Working on mentoring and consistent practice planning plans.
 - P3 coach development opportunity presented.
 - Continued coach, player and practice development throughout the season.
 - Simple price breakdown:
 - \$1500 for each coach symposium (try U7,9 and 11) and U13, U15 and U18
 - \$250 per team for practice plans (40 for U7 and 20 for U9 and up) – this is a per year cost. 2 symposiums and 5 teams with the season plans, that amounts to \$4k or around \$25 per player.
- **Manager Coordinator (Heidi Delmonego):** Event oversight, license applications, and manager support.
- **Secretary (Ashley Durning):** Record keeping.
- **Equipment/Safety (Spencer Lainchbury):** Continued focus on safety, will check in with other associations on how they collect player emergency contacts and medical conditions.

- **Fundraising (position remains vacant):** Committee created.
- **Chief Referee (newly appointed Jessica Chagnon):** Will connect with the previous ref coordinator.

Date for next meeting: Tuesday May 20th 8:15 pm zoom
Monday June 2nd, 2025 - 7:00pm at the Island Restaurant.

Motion to Adjourn by: Jessica Chiles

Meeting Adjourned: time: 9:23