

Ridge Meadows Minor Hockey - Executive Meeting Minutes

May 19th , 2020 - 6:45 pm / Microsoft Team Call in meeting

EXECUTIVE IN ATTENDANCE:

In Attendance -Bonnie, Andrew, Stuart, Tyler, Chris, Ryan, Peter, Jen, Nick, Amilea, Riley, Dale - Late - Jesse(arrived 7:15pm) Away - / Guests - Staff - Dave

New business

Time	Item	Item Description
		Motion to start the meeting @ 6:53pm by Dale seconded by Tyler
2mins	1	Approval of Minutes from the May 4th, 2020 Motion to approve the minutes for May 4th by Dale seconded by Andrew carried **Add the table in the last minutes
20mins	2	Little Rustlers Survey Tabled from last meeting - Tyler Table to a later date meeting due to the COVID the survey response could be not relevant at this time. A second plan from Hockey Canada is still awaiting direction. As we are looking like the numbers of players on the ice will be down for this season. <i>Tabled for a later meeting</i>
30mins	3	Registration Update - Andrew Registration and Team Snap is going great in the first week 450 members registered to date 52% have paid in full 190 for A evaluations signed up Evelyn has been doing a great job.

New Business:

Time	Item	Item Description
2mins	1	Approve the payables & review bank balances - Chris S No payables at this date from Chris
20mins	2	Team Unity - Dale Dale wanted to bring up that we need to all communicate with each other. Direct the appropriate messages to the correct director. Be a team !!
45mins	3	Director Reports - Everyone See below - Great Work Everyone !!
15mins	4	ED Report - Dave - See below breakdown
15mins	5	BC Hockey / PCAHA update - Dale Calls on going with both parties. Discussing all the aspects of getting the season going.
25 Mins	6	Mental Health Proposal - Dale

		Dale was approached by a member in regards to having a Mental Health program within RMMHA - Kris Beech from AIM Mind Mental Health Team. Kris would like to present to the board at a next meeting. Please forward Bonnie's contact information to arrange meeting times etc.
15 mins	7	Practice Jerseys, Socks and Pant Shell order - Dave We have approved funds to purchase the above items. Discussions about what to do with the funds. Need to have discussion to Motion to ask Bills Skate shop to rescind the funds of \$4600.00(practice jerseys, socks, pant shells and coach kits) the amount by Ryan seconded by Andrew carried
15mins	8	Small Group Development in June/Summer - Dave No ice in Ridge/Meadows until July 1 at the earliest Dale will look into the rules about using ice in other places (Rules etc) Dale will get back to the board about this topic
5mins	9	PI Meeting Room Booking for the 2020/21 Season - Bonnie Cathy from City of Maple - Bookings will get back to us . Do we still want Monday's after COVID ?
15mins	10	Baseline Testing for all members (A Players in Bantam and above Only) - Nick Repeat Offenders Procedures / Player Database Nick discussed having all our RMMHA members in A players Bantam and above in contact games getting baseline testing. PeeWee would be a good idea to (call ups for A teams) Repeat Offenders Procedures - Nick would like to see procedures towards moving forward with procedures and protocols in place. Bring to the policy committee first , then will bring it to the board. Player Database - google drive to be used to keep track of player/member issues, good or bad (file by season)
5mins	11	Scholarship Motions - Dave Scholarship committee selected bursary winners – John Kahlert and Brayden Morris. I have notified SD 42 of our selections. The Lindsays also selected Kai Koerner for the JL Scholarship Motion to approve John Paul Kahlert and Brayden Morris for the 2020 RMMHA Bursary Scholarships (\$1000.00 each)by Bonnie seconded by Andrew carried Motion to approve Kai Koerner for the 2020 RMMHA Jim Lindsay Scholarships(\$1500.00) by Andrew seconded by Jen carried
20mins	12	In Camera Meeting - @ 9:12pm Motion to go in camera at 9:12 by Andrew seconded by Ameila carried Minutes to show that a motion was taken and

ED Report

1. Coaching:
 - Coach Committee – meeting on Thursday May 21 to firm up recommendations to the board.
 - Exit Interviews – Completed C coach meetings – Novice, C and A all done.
 - Working with Riley on coach director job description and coach development/season plan for 2020-21 season.

2. Staff:
 - Hiring Committee to form June 1 – TBD based on current situation.

3. Big Picture Items:
 - Committee member - Maple Ridge Sport Network and Move Maple Ridge. Meetings on May 20 and May 26 – networking and community engagement for RMMHA.
 - Working on summer development camp – waiting for an ice schedule from Pitt. They will most likely not open until July 1 at earliest. Planet Ice will not open until September 1. **Plan to have some form of Summer Development programming!**
 - Evaluation prep for both A and C - requested Ice from Pitt. Nothing at PI until Sept 1.
 - Worked on communication with members re Registration....
 - Working on next season's contingency plan in the event that there are significant modifications to the season plan as presented by Hockey Canada, BC Hockey, PCAHA, etc.
 - Season Plan continued – PLAN B calls for 113 hours per week of ice. At this point we have 92 hours of subsidized ice; based on 30-minute windows between ice times. Would like the entire season scheduled on subsidized ice. TBD...

4. Admin
 - Gaming grant prep – completed and application sent.
 - BC Hockey membership application – completed and sent all documents.
 - Gaming grant summary – prepared and sent to Chris for Submission.
 - Annual Audit prep – spoke with Pat Smith – will begin to send material June 1.
 - Scholarship committee selected bursary winners – John Kahlert and Brayden Morris. I have notified SD 42 of our selections. The Lindsays also selected Kai Koerner for the JL Scholarship and I have notified the district of their selection as well.
 - Manager follow up -- Team closures: 9 teams have not collected jerseys and 9 teams have not closed their bank accounts. Continual communication with teams to complete.
 - Equipment room and jersey collection – spoke with Renee McKay but waiting for Planet Ice to reopen. Hoping for a mid-June jersey return date. Will schedule teams in 15-minute increments... stay tuned.

 - Cancelled hotel rooms for BC Hockey AGM.

5. Committees:
 - Apparel committee – would like to move ahead on sock and pant shell order – with board approval. Recommendation that we hold off on coaching kits and practice jerseys for the upcoming season and request a credit or refund from Bill's Skate shop.
 - Scholarship committee – completed selections and notified SD 42.

6. Other:
 - Attending BC Hockey and Hockey Canada meetings on-line.
 - Speaking with facility managers on social distancing plans and opening dates.
 - Meeting with the city to discuss ice allocation and subsidized ice – appears that the city will move ahead with subsidy.
 - Scheduling a meeting with Cudas

Director Reports - May 19th 2020

Sponsorship Director Report

Hey everyone, now that we have our registrations under way and it looks like things are somewhat opening up, might be a good time to chat with a few of you in regards to putting together a sponsorship strategy for our upcoming year. It's still very early of course, but I wanted to get the ball rolling on this regardless.

I'm currently launching online fundraising campaigns with two, maybe 3 non profit organizations in the community (one of those is in the tri cities) in the coming weeks. They don't have the same dependency we do with our membership in order to be active, much easier to plan there's any time of the year.

I feel we're in a good position to launch an online fundraising/awareness campaign sometime in September, possibly August. This could coincide with our season start. One thought that came to mind was that we could do the fundraiser, and have part proceeds from the event benefiting kids whose parents don't have the ability to pay for fees/equipment. So we could launch one early with that in mind... or just wait till September.

It's still difficult to plan for a complete sponsorship strategy as we don't know fully what the season is going to look like. Without knowing if we can host tournaments, put together live events, program guides, etc, it's tough to plan any strategy without any of those in place. Regardless, we still have the ability to think short term, and I propose we do a fundraiser for August/September which will allow us to raise some funds, keep our name active in the community, raise sponsorship through the fundraiser, and "give back" by providing some of the funds to a cause we all mutually decide upon.

Look forward to all your feedback and suggestions.

That's it for now, see you all online on Tuesday!
Jesse

Secretary Report -

Scholarship committee- 2 recommended students to receive RRMHA bursaries
- worked on getting the last 2 1/2 years of minutes ready for the web site.
- reached out to photo expression about ideas of team photos this season
- reached out to the City of Maple Ridge about our meeting room (board meeting) bookings for the 2020/21 season.
- our contract ends August 2020 , Cathy(Maple Ridge Bookings) will get back to me once things start up again.
- ideas for board planning for the season (BBQ, outdoor patio area) , time frame, dates etc.
Bonnie

Treasurer Report

TITLE Financial Report

SUBMITTED BY Chris Sirovyak

DATE OF MEETING 5/19/2020

SUMMARY OF CRITICAL POINTS:

- Active day to day management of financials in liaison with Stradey Financial Services
- Maintaining agility within budget/spending to accommodate COVID-19 disruption
- Gaming Grant Report Completed; new application submitted
- Invoicing- semi monthly payroll, service providers, and vendor payments
- CEBA Loan Application- in progress with Scotia Bank
- Wage Subsidy- in progress, updated guidance from government announced on Friday

MEMBERSHIP IMPACT: High- Many nuances in current environment impacting all members

STAFF IMPACT: Low- No direct impact for our employees

FINANCIAL IMPACT: High

RISK ASSESSMENT: High- This is critical work for the ongoing success of RMMHA

VP A Report

The A Coaches Committee decided to put naming coaches on hold until we have a better idea of what the season looks like. There is no sense in making promises that we can't keep and we have some tough decisions as well that aren't necessary to go through at this time. We informed the coaches this week and they've all taken it very well and are extremely understanding.

Ryan

Communications

Communication has been busy.

I created a new Instagram account (@rustlernation), as the one we apparently used to have had no followers. I've been trying to add to our story daily (or every second day). Members have been interacting with that page daily.

I did daily posts on FB and Insta for Childhood Mental Health Week. I posted a lot of positive messages, links to resources, etc. It was very well received.

I have started doing videos to update the members and posting on Insta and FB. This has largely improved engagement. The Covid survey is a prime example of that - nearly 80% of athletes represented.

Registration has launched and all has gone fairly smoothly. The video that was posted along with the initial email with detailed information was a big part of that (thank you Covid committee for all your work there). There are still a lot of emails with questions, but the fact that TeamSnap retains returning athletes' HC ID has made a big difference.

One issue I had was that meetings, emails and decisions regarding my department were happening without me being included. I sent an email out to the broader board as a reminder to encourage everyone to address things with the appropriate people on the board so we can function well.

All in all, I'd say it's been a good month!

Jen Marshall

Bantam Director

- Dave and I conducted Bantam Midget coach exit meetings since the last board meeting. Five coaches attended and some constructive suggestions we provided.
 - virtually met with Amelia to discuss our season planning for C hockey next year, including problem areas to reckless, and ways to make it better.
 - met with a scholarship committee to review bursary applicants and award two of them.
- To do in the coming weeks.
- Amelia and I are meeting with Tyler next week to discuss C hockey this year.
 - begin putting together items and notes for the upcoming planning session.
 - will work with Dave and Tyler to begin putting together a list of potential division manager candidates and who we can reach out to.
 - will work with team to start putting together a list of potential coaches to reach out to for Midget and Bantam
- Stuart

Atom/PeeWee director report

May 19, 2020

- coaches exit meeting went well - concern around team balancing, timelines, refereeing and communication was a common thread
- Jersey collection and bank closures are an ongoing process
- Division managers for both levels have been secured for the upcoming season.
- Collaboration meeting with Mid/bantam/juvi director for upcoming season. VP-C to meet with us both later this week.

- Coaches continue to be optimistic but curious for the upcoming season. Really positive feedback on Riley's role.
- Atomic Jersey's should be delivered July 2020

Amelia Norrie

President Report

PCAHA conference call every Tuesday

-FVN call last week

-BC hockey conference call

-“A” coach selections committee

-Meeting with Garrett MacDONALD , new president of the Barracudas to discuss ways we can work together

-Talked with Scott Mosby (Pitt Arena) for a return to play scenario

Dale

Coach Director

SUMMARY:

The coaching position is an elected one-year board position (Director) under RMMHA Bylaws. Director positions are elected as general positions and then the Board of Directors as a group decide what role each person will be assigned.

KEY ROLE/RESPONSIBILITIES:

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|--|---|
| <ul style="list-style-type: none"> • Coach Selection • Search for coach applicants • Interview coaches • Assist VP A and ED with Coach/Hiring Committee • Committees • Sit on coaches committee • Sit on hiring committee • Coaches • Liaison between coaches and the association • Work with coaches on player/parent issues • Check in regularly on their progress and to see if they have needs/wants/issues | <ul style="list-style-type: none"> • Maintain contact with Coaches and deliver concerns to board • Development • Work with E.D. to facilitate coach development programs and encourage teams/coaches to use them • Help identify areas of need within A and C teams and way to bring more success • Provide the opportunity for coach mentoring • Events • Coach Workshops / Coach conferences / Training sessions |
|--|---|

HIGH LEVEL YEARLY PLAN:

April:

- Assist with Coach exit interviews
- Board meetings

May:

- Assist with new coach interviews
- Board meetings

June:

- Plan coach conference / workshops
- Hiring Committee meetings
- Board meetings

July:

- Plan Coach conference / workshops

- Develop sample yearly plan for hand out to coaches if requested
- Plan coach conference
- Board Meetings

August:

- Monthly email theme “none of us is as good as all of us”
- Coach Conference 1 - last week of August
- Attend and help facilitate A&C Coach Meetings
- Assist Coaches on planning parent meetings, yearly plans etc.
- Attend A&C parent meetings
- Board Meetings

September:

- Monthly email theme “how to define success”
- Assist coaches with planning / choosing a team of asst. coaches
- Be available for assisting with practices, parents meetings, liaison with parents.
- Help with AP process in A and C hockey.
- Workshop 1 Performed on 2 different dates
- Zoom/google meet with C and A coaches
- Board meetings

October:

- Monthly email theme “what is team what is team bonding”
- Coach Mentoring Paid coaches shadowed by less experienced
- Coach mentoring / shadowing
- Randomly observe games all levels
- Board Meetings

November:

- Monthly email theme “Excellence is not a decision excellence is a habit”
- Workshop 2 performed on 2 different dates
- Coach mentoring / shadowing
- Zoom/google meet with C and A coaches
- Board Meetings

December:

- Monthly email theme “stop and assess – are you on track”
- Randomly observe games all levels
- Dec 1 – Mid-Point player evaluations forms to all coaches.
- Board Meetings

January:

- Monthly email theme “Getting to the next level”
- Help support C evaluation process with BT and MG Divs
- Board Meetings

February:

- Monthly email theme “Playoff time”
- Help develop Coach survey form – send out Feb 28.
- Assist with C evals at the BT and MG levels.
- Sit in on the RMMHA Awards committee?
- Board Meetings

March:

- Monthly email theme “Only as good as your last game”
- March 1 – Final player evals to all coaches.
- RMMHA Awards night – award coach of the year
- Attend AGM support where needed
- Review Coach surveys and prepare for exit interviews.
- Board Meetings
 - Coach Conference - If able to do so

- Module 1: The purpose of a coach
- Module 2: Be Extraordinary - Personal Growth of a Coach
- Module 3 Meet the athlete where they are at (Dave Lige)
- Module 4) Team building
- Module 5: Technical training
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RMMHA WORKSHOPS(Skills for the players)- hold them over the season

Notes - Look at adding a instruction/workshops in the area of conflicts and interacting with the Team/parents

Riley

Hockey 1-4 Director

What I've been working on:

- Spoke with the previous Novice division manager (Sarah Bunten) and she's not returning for this role. She'll likely help as Atom manager.
- need to get the contact info of the Little Rustlers manager (Regan Bebber) there's a chance she'll return.
- speaking with coaches from last year's Little Rustler program for feedback on it.
- spoke with Kris Beech regarding his AIM Mind Training program.

I am on the following committees:

- | | |
|------------|--------------|
| -Covid | -Tournaments |
| -Finance | -Competition |
| -'C' coach | |

None of the committees met last week (or I wasn't invited?), and I'm unsure when any are scheduled to meet next? To do:

- need to find new Little rustlers and Novice division managers (any suggestions from the board before blasting this out to the parents in the division?)
- set up a meeting with new H1-4 managers & ED to discuss events & timelines in off season.
- once registration numbers are in, work with VP of C and ED to determine # of teams and coaches/assistants & to set evaluation dates & the blind draft.
- will there be a Huck-a-puck program to manage with the Flames? If so, find someone to help organize this program.
- will there be a Canucks Learn to play program? If so, help ED with inquiries about it.
- work with division managers to place coaches in ice time slots that work.
- work with division managers to set dates, communicate with families & operate evaluation weekend.
- assist division managers with player placement disputes.

Peter Mandoli

Vp C Report -

- Plan B talks happening
 - Division Director - talking to people in the next couple of weeks
- Thank you to the board members who got the word out to register for the 2020/21 season

Tyler

Motion to adjourn at 9:59pm by Dale seconded by Jen **carried**