

## Squamish Minor Hockey – Executive Meeting Minutes

- Statement of Purpose: A monthly check in of our agreed deliverables for a successful 2023/24 season.

**Date:** November 22, 2023

**Time:** 6:30pm-8:22 pm

**Recorder:** Donn Oberg

**Facilitator:**

President: Rob McConachie  
 Vice President Rep: Darnell Waite  
 Vice President House: Leah Hodges  
 Secretary: Donn Oberg  
 Treasurer: Kat Gore  
 Technical Director: Jordan McCarl

Director: Jennifer Schorz  
 Director: Patrick Reid  
 Director: Anna LeGood  
 Registrar: Conny Bonthron  
 Admin: Absent

**AGENDA:**

Agenda Item	Required Outcome/Action	Time	Brought Forward By:
<b>Approve Agenda</b>	Motion to Approve November 22nd, 2023 Agenda Motion Passed	1 min	Rob Second – Conny
<b>Approve Minutes</b>	Motion to Approve October 18th, 2023 Minutes Motion Passed	1 min	Rob Second - Kat
<b>Action items from Previous Meeting</b>	<p>Please indicate done, progress update, or no longer pursuing in your board report:</p> <p><b>Darnell</b></p> <ol style="list-style-type: none"> <li>1. Logo wear – In progress</li> <li>2. Update AP policy manger to manager request – In progress</li> <li>3. Coach in training AC flat amount review takeaway for January</li> <li>4. an email be sent to parents advising them of the AP policy and what to expect for number of AP’s and frequency of attending practices takeaway for Dec</li> </ol> <p><b>Donn</b></p> <ol style="list-style-type: none"> <li>1. Confidentiality agreements from new board members – complete</li> <li>2. Reconcile Source credit and liaise with equipment manager to ensure orders are received – In progress</li> <li>3. Get tournament policy from website to Rob - done</li> <li>4. Source order – awaiting pricing mini net, foam pads, SST aids</li> <li>5. \$250 for CIT program - done</li> <li>6. Gaming license and fundraising policy to Emma for manager manual – passed to Leah</li> <li>7. Update team roster relationship policy – advise Emma for manager manual – passed to Leah</li> <li>8. Coordinate sale of SMHA extra stuff – passed to Leah</li> </ol> <p><b>Jordan</b></p> <ol style="list-style-type: none"> <li>1. Larger goalie incentive takeaway for Dec</li> <li>2. Nov 22 - Team balancing format for house teams.</li> </ol> <p><b>Kat</b></p> <ol style="list-style-type: none"> <li>1. Larger goalie incentive takeaway for Dec</li> </ol> <p><b>Jenn</b></p> <p><b>Rob</b></p>	5 min	Donn

1. Paid Board positions evaluation, include Bears committee – in off season
2. Tournament Fund policy – policy and procedure list
3. Complaint Policy/automation – in progress
4. Teams require letter to attend all tournaments takeaway for Dec
5. Coach in training AC flat amount review takeaway for January
6. Tournament letter policy – per email Oct 25/Dec 1.

**Conny**

**Leah**

1. Technical Director Performance review – Meagan is willing to help with this, needs board feedback – in progress
2. See Report for additional updates

**Patrick**

1. Update second rink document in basecamp with email addresses of all members - done
2. Dimensions of equipment for on ice equipment storage – not persuing – approx. \$800

**Anna**

1. Email Jordan with free courses and tip sheets

**Patricia**

1. Grant application master list - complete
2. Player development hours – so families know how many development hours each team gets from our DHO, use verbiage up to 20 hours , don't guarantee a specific amount of hours (see Jordan's report). Also add what Jordan does when he is at practices (get from Jordan). - complete
3. Code of conduct is too hard to find on the website – in progress
4. Add Rep Hockey agreement to website – in progress
5. Share social media posting policy and document in manger manual – in progress
6. Second Rick committee update for newsletter – Patrick to provide
7. Update Annual Calendar with Initiatioin balancing timeline from Nov 22 meeting.

**Technical Director Report**

**Goaltender Ambassador Updates/Ideas**

Coach education to incorporate goalies into practice, 2-3 drills for coaches to have in their back pocket to work on with goalie. Goalie group has suggested that all goalies need skating practice.

**Coaching updates**

Motion: Spring Hockey - Motion to Introduce 6-Week Spring Development Program + jamboree (U7 and U9 only to start) take away Donn/Jordan – U7 is going to do it on their own. U9 will work with Shift. Parent coach run.

**SMHA Coaches Seminar**

30 coaches attended this past Wednesday at the golf course. Aaron & Stephen from The Coaches Site spoke for 25 minutes on how we can use the platform to store drills, curriculums, etc. for future seasons. Coaches have been asked to get some video clips and upload clips with a drill description to their profile, and publish it. I will then organize/categorize them into folders based on division and the skill,

10  
Min

Jordan

	<p>etc. This will allow us to have practice plans in place for future seasons, so coaches have drills and ideas as they move up through the divisions. Great for sharing and storing material so we are not starting from scratch each year.</p> <p>I followed up with a slideshow presentation for an hour where I introduced the three values of SMHA from the C&amp;V committee, talked about coach influence on culture, practice planning &amp; efficiency, skating posture and how to teach/correct it, and we finished with a group task where each table was responsible for teaching a skill and designing a drill. I will be following up with coaches this weekend providing them with take-home material summarizing some of the topics discussed, as well as uploading some of it to our SMHA platform on TCS so all coaches have access.</p> <p><b>Rosters</b> U7 &amp; U9 rosters finalized - two minor, one major team at U7, at U9 we have 2 major, 2 minor</p> <p><b>AP Usage</b> AP players are starting to be used regularly at practice, we should see a consistent usage of AP players on a weekly basis. Darnell and I can discuss this further offline. AP's are a great opportunity for some players to get some extra ice time and development. Please direct any questions/feedback on this to myself or Darnell.</p> <p>Division directors to encourage coaches to use the coaches site.</p>		
<b>Financial Report</b>	See Report	0 min	Kat
<b>Ice Scheduler</b>	U9 may play full ice Jan 15 <sup>th</sup> . Due to ice constraints we may have to forgo games if the reschedule option is not accepted on conflict games. Note PCAHA states that U9 may play full ice. It is not guaranteed if ice is not available.	0 min	Kat
<b>Motions from Director's Reports</b>	<p>Standing agenda item – Directors Reports via Base Camp.</p> <p><b>VP House</b> – See Report</p> <p><b>Disciplinary Committee Revisions.</b> 2 members of the committee (not in the division), be required to follow through on any item brought to committee (Division Director should be involved) within 3-5 days. Motion carried, Rob opposed</p> <p><b>Initiation Groupings Balancing Timeline.</b></p> <ol style="list-style-type: none"> <li>1. Timeline and date when teams can be expected to be final, should be noted at registration,</li> <li>2. All practice together month of September (pathways up to 4 week).</li> <li>3. Start to separate into groups Oct 1, groups will be fluid for 4 weeks.</li> <li>4. Teams will be finalized and rostered by Nov 15<sup>th</sup>.</li> <li>5. Roster and Teamsnap updated with final teams Nov 15.</li> </ol> <p>Initiation groups encouraged to enter tournaments before games start, as this will decrease the number of games conflicted and work for our ice schedule. Later photos are better. Nov 15 suggested. It works for all U9 to go to the same tournament but it cannot be on thanksgiving. Motion carried</p> <p><b>U7 Tournament Guidelines.</b> Enforce max games per season. Recommended 1 jamboree and 1 tournament use Pcaha wording. Otherwise ice scheduler approved. Motion carried</p> <p><b>VP Rep</b> – See Report</p>	90min 5 min per motion	<p>All</p> <p>Leah Second - Kat</p> <p>Leah Second - Kat</p> <p>Rob Second - Kat</p>

Issues coming forward from Rep parent please redirect to manager.

**Secretary** – See Report

**Motion to allocate funds for Brennan Park Reno** – tabled until YE

**Motion to finalize tournament letter policy** – tabled send tournament doc to Rob, takeaway for Dec meeting. Sent oct 25/Dec 1.

**Motion for board to cover paid AC mentee contract as this is a mentorship program is to increase the number of non parent paid coaches in our association.** Coach in training flat amount take away Rob and Darnell to be voted on in January.

**Motion to implement larger goalie incentive not just \$100 off registration** – take away Kat and Jordan to discuss

**Motion to approve team balancing format for house teams** - All U13 was on one roster. No teams formed on spordle/teamsnap until after exhibition/balancing games are played per PCAHA. Jordan to provide proposal. Don't jump into exhibition games too early. Motion carried

**Registrar** – See Report

Action – an email be sent to parents advising them of the AP policy and what to expect for number of AP's and frequency of attending practices – Darnell

**Risk Manager (Conny)** –

**Director U11/U15 (Anna)** – See Report

**MOTION:** Align SMHA Policies and Procedures and language with best practices and governing organizations (i.e. PCAHA, BC Hockey, Hockey Canada). – takeaway policy and procedure committee

**MOTION:** Create a more prescriptive disciplinary process complete with timelines that the committee and all parties involved must adhere to. – Anna Motion carried? Rob policy and proced committee lead

**MOTION:** Circulate tip sheets and best practices surrounding coaching players of all differences. (directors) – Anna to email Jordan

**MOTION:** Add free (and optional?) training course "Coaching Kids of All Abilities" to coaches' courses. (directors) – Anna to email to Jordan

**MOTION:** Bring on an additional board member next season for the role of policies and procedures (maybe Compliance?) – disciplinary, policy and procedures rob's list to address.

**Director U7/U18 (Patrick)** – See Report

**Director U9/U13 (Jenn)** – See Report

**President** – See Report

**Motion to approve HC coach compensation plan** - Everyone to review and give feedback – tabled July to vote in Jan

**Motion - do we want to purchase Keap/Infusionsoft at this time** (automate coach applications, roster credentials, complaints and mailchimp) \$130US/mo. - 4 in favour, 5 opposed (Kat, Donn, Jen, Leah, Conny) Motion lost

**Motion - Do we want to explore the possibility of finding ice time for a Bears U18 female team and Bears U18 house team?** 1 practice a week and 1 game every other week – second committee rink to look at numbers and build a case for ice constraints and female hockey in Squamish.

**Admin** – Newsletter date: December 1

No alcohol at Brennan Park

Donn Second – Kat

Rob Second -  
Patrick

<b>Bears Committee Updates</b>	Bears committee structure – tabled	5 min	Kelly, Kat, & Rick
<b>New Business</b>	<b>Topics of Discussion:</b> Word document circulated for comments and discussion	0 min	
<b>Questions for Committees</b>	<b>Special Events</b> (Leah) – See Report <b>Referee in Chief Report</b> (Donn) – See Report <b>Second Rink</b> (Patrick) – NA <b>Tournaments</b> - NA <b>Sponsorship/Fundraising</b> (Patricia) – NA <b>Coaching</b> (Kim, Donn, Jordan) – NA Need to confirm that all coaches have an application submitted, New coach Jaryd Olson <b>Culture &amp; Values Committee</b> – See Report	0 min	All

NEXT MEETING

**Facilitator: Rob McConachie**

**Recorder: Donn Oberg**

**Next Meeting: Wed dec 20, 2023 6:30**

**Motion to adjourn 1<sup>st</sup> Rob , 2<sup>nd</sup> Conny 9:05pm**