

## Squamish Minor Hockey – Agenda

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

**Date: March 6th, 2024**

**Time: 6:40pm-8:56 pm**

**Recorder: Donn Oberg**

**Facilitator:**

President: Rob McConachie (Absent)  
 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: Patricia Wilson

**AGENDA:**

Agenda Item	Required Outcome/Action	Time	Brought Forward By:
<b>Approve Agenda</b>	Motion to Approve March 6th, 2024 Agenda Motion Passed	1 min	Darnell Second – Kat
<b>Approve Minutes</b>	Motion to Approve February 13th, 2024 Minutes Motion Passed	1 min	Darnell 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>Finalize AP policy – In Progress</li> <li>Coach in training AC flat amount review takeaway for January</li> <li>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 – to be updated on website</li> <li>Coach survey for feedback to coaches.</li> <li>Get coach feedback to go to players and parents.</li> </ol> <p><b>Donn</b></p> <ol style="list-style-type: none"> <li>Reconcile Source credit and liaise with equipment manager to ensure orders are received – In progress</li> <li>Source order – awaiting pricing mini net, foam pads, SST aids</li> </ol> <p><b>Jordan</b></p> <ol style="list-style-type: none"> <li>Nov 22 - Team balancing document for house teams to be submitted to policy folder.</li> </ol> <p><b>Kat</b></p> <p><b>Jenn</b></p> <p><b>Rob</b></p> <ol style="list-style-type: none"> <li>Paid Board positions evaluation, include Bears committee – in off season</li> <li>Tournament Fund policy – policy and procedure list</li> <li>Complaint Policy/automation – in progress</li> <li>Coach in training AC flat amount review takeaway for January</li> <li>Tournament letter policy – per email Oct 25/Dec 1.</li> </ol> <p><b>Conny</b></p> <p><b>Leah</b></p> <ol style="list-style-type: none"> <li>Technical Director Performance review - Circulated to key individuals from 2022/2023 season to complete. Circulated to coaches and key individuals from 2023/2024 season to complete</li> </ol>	5 min	Donn

	<p>with requested response date by March 15. Directors manual per report</p> <ol style="list-style-type: none"> <li>2. Policy updates per report</li> <li>3. Rule of 2 policy per March 6 meeting minutes</li> <li>4. See Report for additional updates</li> </ol> <p><b>Patrick</b></p> <ol style="list-style-type: none"> <li>1. Second Rink Committee to address Bears request for female U18 team – in progress</li> </ol> <p><b>Anna</b></p> <ol style="list-style-type: none"> <li>1. Create a more prescriptive disciplinary process – in progress</li> <li>2. Align SMHA policies and procedure with governing organizations – in progress</li> </ol> <p><b>Patricia</b></p> <ol style="list-style-type: none"> <li>1. Add Rep Hockey agreement to website – in progress</li> <li>2. Second Rink committee update for newsletter – Patrick to provide</li> <li>3. Social Media posting policy for manager manual</li> <li>4. Awards celebration</li> </ol>		
<b>Technical Director Report</b>	<p><b>Goaltender Ambassador Updates/Ideas NA</b></p> <ul style="list-style-type: none"> <li>• Jennifer Gibson, skating coach - Jen and I will be sitting down to discuss skating-specific programming for U7 and U9 levels, and build out something we can carry forward into next season. I plan on trying to get Morgan Wentworth of the Whistler Skating Club again.</li> <li>• End of Year Player Assessments (U11 and up) - I have emailed out the assessments again to all teams asking coaches to complete these for their players. These can be emailed to players or used as a discussion tool so coaches can give players/families feedback on areas of strength, improvement, and weakness over the course of the season. Division directors, if you can please follow up with your coaches over the next couple of weeks to encourage the completion of these, it would be appreciated!</li> <li>• Spring Camps - still looking for a few more older players (U15 and up) to help with our spring break camp groups.</li> <li>• Coach Wrap-Up meeting - hoping to do a seasonal review/summary with all of our coaches, but still working on the best format for it, content, and what information I would like to gather from them to help plan for next season.</li> <li>• Coach Applications open <b>May 15</b>. Close date for Rep coaches <b>June 1 (contracts signed 1<sup>st</sup> week of July)</b>. Close date for House coaches <b>July (coaching team announced Aug 7)</b>. Update annual calendar with new house dates and remove new coach deadline Sept 7.</li> </ul>	10 Min	Jordan
<b>Financial Report</b>	See Report	0 min	Kat
<b>Ice Scheduler</b>		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></p> <ol style="list-style-type: none"> <li>1. For SMHA to hold on to spring ice for 2024/2025 season (April and May per conversation with Rosella, Leah to discuss) – tabled in Feb</li> </ol>	90min 5 min per motion	All  Leah Second –

2. To set AGM date on May 29, 2024 and set Board meeting at minimum a week prior so YE April 15, 2024 financials can be approved by Board and presented at AGM – May 8 budget 6:30.
3. If SMHA Board is to be aware of Bears program, request for summary of program (who, what, cost, etc.) as well as financials presented at each Board meeting. Bears website lacking information to find unlike SMHA website – rollup bears financials at agm, approx. cost on Rep page and Mike Borrelli to provide summary of program at April 2nd board meeting.
4. Motion to keep registration fees the same.  
All in favour – Motion passed

**VP Rep –**

Motion to: Introduce a Policy for Board members – to have board members not hold a board position and head coach or manager. Looking to have a policy to support board members to focus on their board role only while holding it, no conflicts with holding a Head Coaching position, AC, Manager position on any team while holding a board position.

Motion made by VP Rep, seconded by VP House and with the majority of board members opposed, motion does not pass  
All board member positions are separate from where their kids play, there is value in having board members with their finger on the pulse of the organization, don't want to turn volunteers away when we are short.

-Coaching feedback from parents and athletes. Questionnaires to come, one for parents to complete and one for athletes. I would like to take the scores and collate the themes presented (beyond the scoring) to provide as feedback to coaches this season for Rep players. Survey by mid march, results to coaches by end of April. End of week to have feedback for changes, Rep coaches/whole bench.

All in favour – carried  
Darnell - coach feedback to the kids and parents.

**Secretary – See Report**

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

- Awards – Board chooses the winners, the winner is not the person with the most nominations. RIC would like to weigh in on official winners.
- Motion to add a 3 rd (or more) board member to the coaching committee (Donn/Jordan) – Conny, Darnell, alternate Anna
- Intention to return to board?

**Registrar (Conny) – See Report**

**Motion**

· Respect in Sport Parent to be Mandatory starting 2024/25 season, A player will be ineligible to play games until this has been completed. Only one parent per family needs to take the course. The cost is \$12.00 (before tax), and Parents/Guardians are expected to cover this fee – doesn't expire.

All in favour – motion passed

**Risk Manager (Conny) –**

**Motion**

To have all individuals who may be Den Parent (Rule of two ) to have mandatory CRC completed through SMHA. Den Parents to be available for practice and games when 2 rostered volunteers or coaches cannot be in the room.

Leah second - Jen

Darnell Second – Leah

Darnell Second – kat

Conny Second – Darnell

Conny Second – Kat

	<p>All in favour – motion passed          HCSP to be 1 of the Rule of Two as they are to be at all practices and games, and they are also there to make sure all players are in a safe environment.          Up to the association to decide who goes into the rooms and what qualification is required. Policy update – rule of 2 (once coaches arrive, Den parents leave the room. (Leah, Darnell and Conny)  <b>Director U11/U15</b> (Anna) – See Report  <b>Director U7/U18</b> (Patrick) – See Report  <b>Director U9/U13</b> (Jenn) – See Report  <b>President</b> – NA  <b>Motion to approve Rep Head Coach compensation plan</b> -          Everyone to review and give feedback – tabled July to vote in Jan to be voted on in April.          Post option 2  <b>Admin</b> – Newsletter date: a week before awards ceremony          Agm, nominations, RIS parent, registration April 21</p>		
<b>Bears Committee Updates</b>	<p>Bears committee structure – tabled Oct 18 2023  <b>History (what the bears is)</b>          Bears structure – Motion for Bears meetings to be minuted and attended by 2 SMHA board members and all decisions related to hiring/employment contracts, policy/procedure, Conditions of agreement (team composition, tryout timeline, number of teams etc) and budget be voted on by respective boards per May 2023 vote.  <b>Financials</b>          Mike attend SMHA board meeting – what went well, what plan is for next year.          Mike has suggested that we have an information session. Mike should report to our board twice a year.          3 SMHA representatives on bears committee VP Rep, President and Treasurer  <b>All in favour</b></p>	15 min	Rob, Kat, & TBD  Leah Second - Donn
<b>New Business</b>	<p><b>Topics of Discussion:</b>          Documents circulated for comments and discussion:          Coach compensation policy - tabled          Strategic Plan Proposal - tabled</p>	10 min	
<b>Questions for Committees</b>	<p><b>Special Events</b> (Leah) – See Report  <b>Disciplinary</b> (Leah) - NA  <b>Referee in Chief</b> (Donn) – NA  <b>Brennan Park Renovation</b> (Donn) – See Report  <b>Coaching</b> (Donn, Jordan, Darnell, Conny) – NA  <b>Second Rink</b> (Patrick) – NA  <b>Sponsorship/Fundraising</b> (Patricia) – NA  <b>Culture &amp; Values Committee</b> (Conny)– NA  <b>Tournaments</b> - NA</p>	0 min	All

NEXT MEETING

**Facilitator: Darnell Waite**

**Recorder: Donn Oberg**

**Next Meeting: Tue April 2, 2023 5:30**

**Motion to adjourn 1<sup>st</sup> Leah , 2<sup>nd</sup> Kat 8:56pm**