

**KDMHA Executive Meeting  
November 15, 2007  
Minutes**

**Present:**

Will Trayner (chair)	Brent Thompson	Dave Lacelle (7:15 pm)
Tammy Varin (Secretary)	Kim Ferrin	Daina Warren
Angela Meulenbroek	Wade Hobbs	Bob Hunt (7:10 pm)
Lou Matura	Lee Sheets	

**Absent:**

Randy Cavill	Bart Millson	Mike Munroe
Mike Healey	Carol-Ann Stewart	
Joanne Hendry	Bill McAdam	

**In attendance:**

Eric Lavoie, Risk and Safety	Anne Hunt
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Meeting called to order at 7:00 pm.

**Minutes of the Previous Meeting**

*Motion to approve minutes from October 23, 2007 meeting, as circulated, by Lee Sheets, 2<sup>nd</sup> by Kim Ferrin. 6 For, 0 Against, 1 abstainer. Motion carried.*

**Matters Arising from the Minutes**

- Will still concerned with the process in regards to allowing players onto rep teams after teams have been picked. He feels the policy should be reviewed before the next Annual General Meeting (AGM). It was also noted by the Chair that all amendments need to be submitted 2 weeks prior to AGM.
- Referee schedule has been reviewed by the Referee-in-Chief for the Atom boys. The schedule was not entered into the Referee system. The schedule is now loaded into the system and was sent out to the convenors.

**Vision Committee Selection**

It was agreed at our last meeting that the Board of Directors present at the next meeting would select the members to form a Vision Committee. There was much discussion about the mandate, reporting timelines and members of the Vision Committee. It was agreed a Project Manager should be nominated to lead the committee and that all outcomes of the Vision Committee would need final Executive approval before being presented at the next AGM.

*Motion to strike a committee consisting of the members listed below, by Will Trayner, 2<sup>nd</sup> by Kim Ferrin. 10 for, 0 Against. Motion carried.*

*Lee Sheets (Project Manager)*

*Kim Ferrin*

*Daina Warren*

*Angie Meulenbrook*

*Bill McAdam*

*Randy Cavill*

It was agreed to have the newly formed Vision Committee meet and develop the mandate and reporting timelines for the next meeting, December 20, 2007.

### **Pro-Rated Payments**

We have received a late registration in late October from a previous KDHMA player in which we pro-rated the registration fees. The player was charged 80% of the fee. He is not a new player to the league so the question was raised as to why the player wasn't charged for the full season plus the \$75.00 late fee. The Chair read the Registration and fees Policy and after much discussion it was agreed that the Policy wording needs to be clearer.

*Motion put forward by Angie Meulenbrook, 2nd by Kim Ferrin, to change the wording of the Registration and fees Policy to read:*

#### **Registration and fees**

- There will be a \$25.00 charge for each 'NSF' cheque.
- Registration will be in the spring of each year.
- A late fee of \$75.00 will be charged for players registering after August 15<sup>th</sup>. There will be no late registration fees for families registering for the first time after the early registration.
- An administration fee of \$50.00 per player will be charged for all refund requests.
- *Upon approval of the Registrar, Convenor and President, a new player joining on November 1<sup>st</sup> to December 15<sup>th</sup> will pay 80% of the fee and after December 15<sup>th</sup> will pay 50% of the full fee. A previous KDMHA player who registers after October 31<sup>st</sup> will have their registration and fees reviewed and approved by the Registrar, Convenor and President.*
- No player may continue to play on a KDMHA team after November 30<sup>th</sup> unless their fees are paid in full or they have made other arrangements approved by the Executive Board. No player will be allowed to play for a KDMHA team if their previous year's fees were not paid. All fees owed to KDMHA after the season is done will be put into collection.
- If a player moves up a level at his/her request or the parents request, the player must pay the fees of the higher level.

*10 For, 0 Against. Motion carried. Secretary will update the Policy Manual and post copies on the website and Arena.*

**President's Report**-Absent with regrets, nothing to report.

**Vice President's Report**-Nothing to report.

**Treasurer**-Absent

Some concerns expressed from parents regarding post-dated cheques not being cashed and also an e-mail from ODHA was received by Eric Lavoie requesting that the Grassroots Program cheque to cover costs from last season's IP/Novice Jamboree be cashed. It was agreed that association members will e-mail Mike Healey and copy Randy Cavill and Will.

**Secretary**

- Still need to complete the handover with previous Secretary. Tammy will send an e-mail to Sheila to make arrangements to do this before the next meeting.
- Bank account signing card needs to be updated to add both Will and Tammy and remove Sheila.
- Laptop from previous Secretary to be returned to Registrar. Angie will e-mail Sheila and copy Will.
- **Registrar**
- Reminder that all changes need to be sent to Registrar.
- Overlap of Registrar and Treasurer duties. Angie will propose changes to job duties at next AGM.

**Referee-in-Chief**

- Lou received an e-mail from a Peewee coach who had concerns that a referee was not at the correct level to be ref. Lou will investigate and supervise the ref at a game. He will provide feedback directly to the coach.
- Time Keeper's training-Will agreed to look into the ability to either send an association member to Time Keeper's training and have this member train other members of the community or have the trainer come to Kemptville for a group session. Will to contact Barb Levere for further information.

**Ice Convenor**-Absent nothing to report.

- There was discussion that the schedules are changing with too little notice. Will agreed to e-mail the Ice Convenor to ask that changes be highlighted on weekly schedules and to try to get them out a week in advance.

**Ways and Means**-Absent with regrets

- Alternate Sponsor Arrangements-KC's Sports World has agreed to donate 10% of all sales back to KDMHA if it is indicated at the time of sale that the person or a family member is a member of KDHMA. Pump Fitness has agreed to donate 600 water bottles.
- Bart will send Laurie web links etc. to update the website with new list of sponsors/alternate sponsors.
- Bart to identify a date/time to invite all sponsors for a photo to include in a newspaper article publicly thanking them for their support. He will include alternate sponsors' arrangements.
- Reminder to all Convenors to remove all other sponsors bars. Bart requested that removed bars be returned to him.
- Caravan for Kids-Bart received feedback that some novice teams felt the money should go directly to the teams but KDHMA's "sponsor bar program" was explained and point was made that the money is for the novice program, not individual teams. Examples were given that the funds can benefit far more novice kids in coming years at the association level (e.g. new jerseys, equipment, additional coaching training, etc.) than the team level. Deadline is November 30<sup>th</sup> so Bart and Dave will ensure necessary forms are submitted.
- Brent suggested adding a raffle fundraiser to the registration. Brent to discuss further with Lee as part of the Vision.

**Tournament Convenor**-Absent with regrets

- Rep tournament on November 3<sup>rd</sup> and 4<sup>th</sup> was a wonderful success. All levels were full and ran as smoothly as you could expect for 30 teams in 2 days. Carol-Ann thanked everyone who helped.
- Second tournament will be the Midget House teams on Saturday, December 1<sup>st</sup>. The response was overwhelming. Carol-Ann suggested making it bigger for next year if at all possible.
- The association discussed the trouble with keeping on time during the tournament. The volunteer timekeepers did not understand the tournament rules. Going forward we need to arrange for buffer ice. It was suggested that this buffer should be 1 hour. Will suggested the possibility of having a Tournament & Special Event Coordinator to take care of all tournaments and organizing of clinics. Will to propose a new position at the AGM.

**Equipment Convenor**

- 1 more set of jerseys for Atom Storm and Midget Panthers were ordered with arrival date of mid-November.
- Brent seeking suggestions on how to dispose of old equipment and jerseys in storage unit. For example, there will be a change of rules for goalie equipment and the old equipment needs to be disposed in a way that ensures it does not inadvertently come back to the league. Suggested that we donate them to charitable organizations out of the area.

**Storm Convenor**

- Storm looking to have a Pee wee House and Atom House tournament March 13, 14 and 15. Will agreed to look into these dates as viable options.

**Midget Convenor**-Absent with regrets

- No major problems, currently managing 5 teams, 3 House teams with 18 players, 1 Minor Midget with 16 players and 1 Major Midget with 17 players. No parental complaints to date.
- Bill met with all 5 teams to ensure teams are as balanced as they can be. For the most part all the coaching staffs are satisfied. Bill attended games at all team levels and noted there is a high caliber of talent.
- Major Midget B Player (late registration) - Bill contacted Barb Levere based on the player's background as a rep player and she suggested an evaluation. Barb knows the player and recognizes he is a rep player.
- Major Midget team has revitalized their relationship with the Lions Club. The Major B team has committed to community services and to participate in some Lions Club's events.
- Bill is looking for two Major Midget trophies to be returned from last season. Bob Hunt has agreed to find them and get back to Bill.

**Bantam Convenor**

- Wade sought clarification for a game scheduled in Brockville. Bantam Panthers and officials arrived, suited up but the Brockville team was absent (coach was in Pembroke at a tournament). There was no notification to coach, manager or referees that the game was cancelled. A game sheet was completed and signed off. Kemptville wasn't awarded the win but instructed to reschedule the game and that Kemptville should insist on having the rescheduled game at home. Wade to contact Randy with all details in order to bring this game up at the next Upper Canada meeting on November 20<sup>th</sup>.
- Discipline-player suspended for one period on a game for telling his coach off. The player has apologized to the coach. Wade met with the coach, player and player's mother but player still has issues and shows aggression towards fellow players. After further discussion it was suggested that the coach discipline within reason (e.g. game suspension) and that a meeting between Convenor, coach, player and both parent's should be arranged. Bob Hunt will try to attend the next game.

**Pee wee Convenor**-Absent with regrets, nothing to report.

**Atom Convenor**

- It was proposed that an overage Pee wee playing Atom should be re-evaluated and placed on the Pee wee "C" House team. Lee has talked to both of the player's guardians and they support the move. Lee agreed to watch the player on Sunday and provide a report to Randy prior to the next Upper Canada meeting.
- Expecting a transfer to "C" House team from Southern Ontario.

### **Novice Convenor**

- Caravan for Kids-Dave suggested that some of the money goes back to Novice (e.g. new jerseys). Bart and Dave working hard to get all forms submitted before November 30<sup>th</sup> deadline.
- One Novice player went to Storm.

**Pre-Novice (IP) Convenor**-Nothing to report.

### **Coach Coordinator**

- All certifications must be received by November 24<sup>th</sup>. Angie provided an updated coach certification list from the database.
- Police checks need to be provided to the Convenors.
- There was a player injured in late September that didn't complete the injury report. Players have 90 days to complete the report. Reminder that the report needs to be completed by the trainer and given to the parent at the time of injury.
- Clarification provided that all fundraising/sponsors need to be reviewed with Bart.

### **Risk and Safety**

- Reminder that players need to be wearing the necessary equipment (mouth guards, neck guards, chin straps done up on helmets). Also important to ensure the equipment is sized properly.
- It was suggested that we hold clinics for Speak Out, Coaching Stream, etc. each year in November and reserve seats for the total number of positions in the league that require this training.
- **Speak Out course in Osgoode on December 3. Contact Michael Miller at 613-692-0357.**

### **New Business**

- Music-To get music played during practice/games, a form needs to be completed and an adult needs to sign-off and assume accountability in the event that anything gets damaged. Please e-mail Anne Hunt for this form. The completed form will be sent back to Anne as well.
- Event supervision-Due to an increase in disruptive (e.g. playing hockey in aisles with golf balls, using Healy shoes, etc.) , the Municipal Centre is mandating that all events, such as hockey or skating tournaments, will require a point of contact from the Association who will be responsible to supervise the event. If not provided, the Municipal Centre will appoint a supervisor at the Association's expense.
- Change Room Damages-During the last tournament there were puck marks all over the walls in both the Home Team's Dressing room and a Visiting Team's dressing room. However, a urinal was smashed in the opposing team's urinal in which the KDHEMA has been billed for the damages. Anne Hunt will e-mail a copy of the letter to Will. Will to forward to Randy so he can take it to the next Upper Canada meeting.
- 73's Intermissions-Anne reported that all is going well, kids had a great time and the crowd loved it. Out of the 7 afternoon games that are left, 6 are filled so far.

Meeting adjourned 10:35 p.m. Please note that the next meeting will be held on Thursday, December 20<sup>th</sup> starting at 7:00 p.m. at South Branch School.