



Executive Meeting Agenda
 DATE: January 9, 2023
 LOCATION: 6:30 pm – Stony Plain Library

VOTING POSITION	NAME	Y/N	NON-VOTING	NAME	Y/N
President	Miranda Niebergall	N	Special Events	Alana Kirkman	Y
VP Admin	Colin Kuca	Y	Social Media	Donna Freake	Y
VP Operations	Blaine Bretzlaff	Y	Equipment	Dez Hamilton	N
Player Dev.	Thomas Scantlebury	N			
Coach Dev.	Matt Curry	Y	Registration Coord.	Harmony Pawluk	Y
P & P	Kelly Stockwell	Y	Ice Scheduler	Ryan Steinke	N
Treasurer	Ray Saruk	Y	Head of Officiating	Ryan Steinke	N
Director at Large	Jeff Wilson	Y			
Past President	Vacant				
U7 Director	Brad Labine	Y			
U9 Director	Curtis Boudreau	N			
U11 Director	Paul Befus	Y			
U13 Director	Robert Helm	N			
U15 Director	Derek Onysko	Y			
U18/21 Director	Brent Riczu	N			
Referee in Chief	Kimberlee Young	N			
DEI Director	Kaylee Duncan	Y			

Call Meeting to Order: 6:42 pm

1. Approve Agenda:

Motion: Blaine Bretzlaff

Second: Matt Curry

2. Approve Previous Minutes:

Motion: **Derek Onysko**

Second: **Paul Befus**

3. Old Business:

- a. Remove "Section 23.0 Concession" from the P&P's and replace with "Section 23.0 Association Raffle Fundraiser" – see Policy & Procedures report

4. New Business:

- **PAC report – Craig Ross**
 - Not present. Nothing to report.
- **Onoway Report**
 - Not present. Nothing to report.
- **Special Events**
 - U7 Jamboree is going ahead January 21st/22nd.
 - Email went out today regarding the dance tickets pickup and team volunteer obligations.
 - It will not be the same dinner as the past (lighter snacks), but there will be a comedian this year.
 - Lighter requirements for volunteers from the teams – no silent auction, no 50/50 sales in person.
- **Social Media**
 - Lots of good content so far!
- **Scheduling Coordinator**
 - Not present. Nothing to report.
 - EMHW practice ice was all scooped quickly – need to audit to make sure that each team only took one practice time to ensure every time got a practice.
- **Registration Coordinator**
 - Minor Hockey Week - Working on Edmonton Minor Hockey Week with Dawn, who has volunteered to be the Minor Hockey week Manager and input all our game sheets as she did last year. There is a folder in the shared drive where all info will be stored.
 - Arena Manager volunteers are lacking. May need to consider remuneration.
 - Discussion - what we are providing the volunteers (arena managers and officials) for each shift during MHW, as well as a thank you gift.
 - Managers Manual - Finishing the formatting, checklists and additions. Once completed will have Kelly and Ray review and offer feedback/suggestions.
 - Starting on a Treasurer's handbook.
 - Meetings - Have been scheduled and booked at the Library (as below) through the summer of 2023 with the exception of the AGM which once the date is confirmed, will be booked at the Family connection Centre. Meeting invites sent and notifications loaded to google calendar for director reports.
 - February 13
 - March 13
 - April 3 (Pre-AGM)
 - April 24 AGM (Notification to be sent prior to March 25th)
 - May 8
 - June 8 (Turnover meeting)
 - July 10
 - August 14
 - Change in Process suggestions:
 - Suggest Special Events becomes a voting role and that they oversee/support all events with coordinators working under them.
 - U7 Tournament
 - U13 Tournament
 - Dance
 - Suggest association raffle fall under Admin role and be removed from Special Events.

- Suggest apparel is looked after by a separate volunteer, not Special Events like it was this year.
- 2023/24 Registration - Would like to open April 15th (Provide 5 months to pay, April, May, June, July, and August)
 - Ice is projected to increase this year. Leave fees as is, or raise?
 - Would like to offer the option of paying the fundraising/raffle deposit with registration.
- Google Drives –Shared drives setup and ready for the directors to store the documents that they have and use.
- Wants to implement a program ensuring that Emergency Action Plans (EAPs) are being developed by each team.
- **Equipment Director**
 - Not present.
 - Expecting to do a full inventory of the jerseys at the end of the season, as there has been quite a bit of trading going on.
 - What are we doing with the old game jerseys? We need to move them along, as we will not have room for storing the game jerseys at the end of the season.
 - *Motion: Have the Equipment Manager work with the Treasurer to proceed with the sale of the old SPMHA game jerseys to our members at a cost of \$20 per jersey and the leftover reversible jerseys from the 2020 season at \$10 per jersey, with the use of funds to be determined at a later date.*

- **Motion:** **Blaine Bretzlaff** **Second:** **Kelly Stockwell**

Motion passed with unanimous vote.

- **Head of Officiating**
 - Not present. Nothing to report.
 - Follow-up item – Need Miranda to approach the EFHL with the concern that the officials aren't submitting writeups in a timely manner after the game is completed. Some writeups aren't aligned with the calls that were made on the ice.
- **VP Administration**
 - Outstanding discipline issues that need to be dealt with ASAP by the discipline committee.
 - Affiliation process completed and closed for this season. Need to provide better direction regarding the purpose of affiliation and the process next season. Next year we plan to use an editable PDF and DocuSign for the process next season.
- **VP Hockey Operations**
 - Has created four working groups for working the follow ups from evaluations.
 - In person group meeting to be setup for this at the end of January.
- **Player Development**
 - Player Development is ongoing through to the middle of February.
 - Better Player was procured to assist in providing development sessions for U9 and U7 when MCN could not fill our needs last minute and has had positive reviews.
 - There were initially some communication issues between the Player Development Director, Scheduling Coordinator and MCN, but this has since improved.
 - Believes goalie development was a success at the U11 and 13 levels, but involvement tapered off for U15 and 18 levels. Discussion about providing a session/introduction for upcoming potential U9 goalies? All teams will not get their 4 sessions due to scheduling, illness and or miscommunication.
 - Permission was given by VP Hockey Operations to make this happen for the U9 goalies.
 - MCN, for the most part, has been received well. Ongoing discussions have and still need to happen to ensure sessions are appropriate for the skill level of the team.

- Player Development will have to be half ice sessions for U7 to ensure they receive their 4 sessions due to lack of ice slots.

- **Coach Development**

- Some coach discipline issues outstanding that need to be dealt with.
- Conflict de-escalation seminar to be held sometime in January for the coaches (mandatory). Will approach Kimberley to see if there is value in inviting officials to this seminar as well.
- Preparing a seminar for coaches working with neuro-diversity (optional) with Gord MacDonald's spouse.
- Harmony is setting up a goalie coach chat group.

- **Policy and Procedures**

- P&P's – Concession / Association Wide Fundraiser
 - Section 23.0 in the P&P's currently deals with the Centennial Arena concession, which the SPMHA no longer manages or operates. Initially intended to replace this section with the details regarding the Association Wide Fundraiser (raffle) and fundraiser deposit, but the P&P's currently has section 49.0 Association Fundraising Events, which is a logical place to hold this instead.

- *Motion: Remove Section 23.0 Centennial Arena Concession from the P&P's.*

- **Motion: Kelly Stockwell Second: Collin Kuca**

- *Motion: Add the following to Section 49.0 Association Fundraising Events:*
 - *49.2 The SPMHA holds an annual Association Wide Fundraising event to subsidize the expenses related to ice rentals, player development and coach development.*
 - *49.2.1 Each registered player is required to participate in the association wide fundraising event.*
 - *49.2.2 A \$200 fundraiser deposit, payable by an e-transfer, postdated cheque (dated no later than November 15th) or other authorized form of payment, must be received by the division director prior to the completion of evaluations for a player to be rostered to a team.*
 - *49.2.3 The NSF fee for a returned cheque is \$25.00 and the player will not be permitted to skate until the funds have been received.*

- **Motion: Kelly Stockwell Second: Blaine Bretzlaff**

- Motion carried unanimously.
- Have heard of several issues with poor player attendance at practices (and games) from coaches and managers. Should we consider developing a player attendance policy?
 - As an example, Onoway has the following in their P&P's:
 - "1.12 That a player that does not maintain a 75% or greater attendance at practices and games on or after December 15 of the current season will be removed from the Hockey Canada Registry (HCR) and will not be allowed to participate for the remainder of the season. The Board, at their discretion, may waive the attendance requirements on an exception basis for a valid reason(s) i.e. injury, extended illness, family emergencies etc. It is recommended that the team manager and/or The Board be notified when a player is expecting not to attend for an extended period of time. No refund of fees will be provided for a player removed under this section."
 - Should be brought forward to the executive by the team official as a concern, not from any member at large.
 - Tabled to a later date.

- *Motion: Add the word "attendance" to Section 46.1 Player Ice Time:*

- *46.1 Coaches shall, within reason, give equal playing time to all team members. There may be variations on the implementation of this in terms of discipline issues, suspensions, **attendance**, and other matters, but these should generally have a minimum impact on final playing time.*

- **Motion:** **Blaine Bretzlaff** **Second:** **Kelly Stockwell**

- Motion carried unanimously.

- **Treasurer Report**

- Financials were not available as Darwin was away. Will be updated and available for ne
- ~\$70k net from the raffle. Estimating \$10-12k net from the U13 tournament.

- **Director at Large/EMHL Rep**

- Nothing to report at this time.

- **U7 Director**

- U7 Mid-Season Survey was sent out this past week and 29 have already been returned. Deadline for submission is January 16th. Once the deadline is closed, the responses will be reviewed. One of the questions deals with items for new hockey parents that can be incorporated into the document the U7 Director is working on for new U7 parents for the next hockey season.

- **U9 Director**

- Not present. Nothing to report.

- **U11 Director**

- U11AA team tiering placement appeal was rejected.
- After the tiering round was completed, SN401 team was placed in the “Blue” pool with 4 teams, remainder of U11AA teams in the “Red” pool.

- **U13 Director**

- Not present. Nothing to report.

- **U15 Director**

- Nothing to report.

- **U18/U21 Director**

- Not present. Nothing to report.

- **Referee in Chief**

- Not present. Nothing to report.

- **Diversity, Equity, Inclusion Director**

- Nothing to report.

- **President Report**

- Not present.

Next Meeting: Monday, February 13, 2023 at 6:30 pm at the Stony Plain Library.

Meeting Following: Monday, March 13, 2023 at 6:30 pm at the Stony Plain Library.

Adjourn Meeting Order: 9:13 pm	Motion by: Blaine Bretzlaff	Second: Collin Kuca
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