

Nepean Girls Hockey Association

2016-2017 Board Meeting Minutes

Date: May 17, 2017

Time: 7:30 pm

Place: Minto Rec Center

Present: Jarrett Thompson, Tracy Lafreniere, Keith McEwen, Tracey Gillies, Dana Mulvihill, Les Banks, Andrew Thompson, Joanne Erbach, Jason Corrigan,

Absent: Dom Bueti, Tony Matson, Phil Clarke, Monica Armstrong,

Guests: none

1.0 Call to Order

- Meeting called to order at 7:25 p.m. – Chaired by Jason Corrigan

2.0 Previous Meeting Minutes

A motion was put forth, by Tracy Lafreniere, to approve the minutes from the April Board meeting

- 1st – Dana
- 2nd – Joanne Erbach
- Unanimous

3.0 Reports

President's – Phil Clarke

- Phil absent from the meeting
- Nothing to report

Vice President – Jason Corrigan

- Positions on the Board
 - President – **CURRENT BOARD MEMBER seeking re-election in new role**
 - Past President (Advisory role) – **FILLED seeking re-election**
 - Vice President – Operations – **CURRENT BOARD MEMBER seeking re-election in new role**
 - Vice President – Programs – **CURRENT BOARD MEMBER seeking re-election in new role**
 - Secretary – **OPEN POSITION**
 - Registrar – **CURRENT BOARD MEMBER seeking re-election**
 - Treasurer – **CURRENT BOARD MEMBER seeking re-election**
 - Director – Competitor – **OPEN POSITION**
 - Director – House League – **CURRENT BOARD MEMBER seeking re-election**
 - Director – Ice - **CURRENT BOARD MEMBER seeking re-election**

- Director – Policy, Risk and Safety - **CURRENT BOARD MEMBER seeking re-election**
- Director – At Large – **OPEN POSITION**
- Director – At Large – **CURRENT BOARD MEMBER seeking re-election**
 - This upcoming season, the Director at Large, will be filling in on multiple areas such as ice scheduling, IT support, and website
- **RECOMMENDATION** – The board recommends Marty White for the position of Competitive director
- **RECOMMENDATION** – The Board recommends Michelle McDonnell for the position of Secretary
- **RECOMMENDATION** – The Board recommends Karla Clarke for the position of Director at Large (voted via email)

- **Volunteer positions (needed)**
 - Competitor Convenors - **Filled**
 - House League Convenors
 - Development Stream Convenor
 - ODWHA positions on behalf of the NGHA
 - Statistician
 - Convenors
 - Equipment manager - Filled
 - FUNdamental coach(es)
 -
- **Bursary**
 - Applicants are in and being reviewed
 - Deadline for selections by Friday, May 26

House League – Les Banks / Tracey Gillies

- Some teams are working to finalize team budgets and close out bank accounts.
- The jersey deposit process has been somewhat problematic and very time-consuming for Tony and Karine so Tracey would like to discuss a new format for next season (not necessary for tomorrow's meeting).
- Tracey would also like to review the ice invoicing process for HL.
- HL coach application information was updated on the Weebly site and applications are starting to come in.
- Haven't done a budget forecast so we are going with same number of teams for next season: 8,8,8, 6 and 5 Novice to Midget respectively, although the peewee numbers should be looked at closely with the addition of a 5th competitive team.
- Looking to recruit remaining convenors for each level to help better manage HL next season.
- Proposing "mandatory" skills development session for new skaters/hockey players - For further discussion.
- Goal for next season is to have "Managers Corner" re-written and split into Competitive and HL sections.
- Reference manual to be prepared for coaches and updated annually.
- Meetings for coaches, managers and den moms (new for next season) to be scheduled.

- Propose separate meetings for HL and competitive managers. I'm happy to organize and lead on both.

Competitive – Dana Mulvihill

Tryouts

- Overall, spring AA tryouts went smoothly.
- A big thank you to our convenors (Dave Nordquist – Midget AA, Amy McLean – Bantam AA, and Dean O'Brien – Peewee AA) for taking a more active role in the tryout process this year. In my opinion it empowering the convenors to take a larger role (organizing volunteers, running evaluator debriefs, ensuring accuracy of #'s posted, etc) and work was spread out more evenly and made things easier on Keith and I
- As Midget was a new concept (U16-U18 – U16 got 1st pick of the 2002's and 2001's, while U18 got 1st pick of the 2000's), there were a few questions that had to be answered long the way, by Dave Nordquist did a great job.
- Lessons learned: As part of the process, we will now be handing out a paper copy of our import policy to anyone trying out as an import when they arrive at their 1st tryout to alleviate any ambiguity that may exist from conversations with coaches, other parents, etc.
- Thank you to all who helped with the tryout process.
- For the fall, August 19th looks like the logical date for the start of tryouts, with a goalie tryout scheduled beforehand, around August 16-17. We are in the process of getting ice time booked.
- Also, need to book a room and plan coaches meeting for the fall, with the idea being we have a handout that covers most topics that will be discussed so that we can reuse for future years.

Coach selection:

- Remaining coaches (outside of AA) have been interviewed and announcement of coaching recommendations by the coach selection sub-committee is imminent
- Coaching clinic still needs to be planned for June-July timeframe.

Coach Mentor:

- This was on hold during tryouts and coach selection, but we will continue to define this role and select a mentor over the summer months

Registration – Joanne Erbach

- Joanne was absent from the meeting

Ice – Andrew Thompson

- Andy was absent from the meeting

Policy & Procedures – Monica Armstrong

- Monica was absent from the meeting
- Sent around the constitution – via email – for the board to review and provide any revisions

Finance – Tony Matson

- Accounts Receivable form 16/17 are approx. \$12K
- Still getting cheques coming in. Follow-up with team still owing has been done.
- Auditor may have our 15/16 Audited financial statements completed for the AGM.
- Draft statements for 16/17 and 17/18 Budget Proposal will be ready for hand out at the AGM. As reviewed at the last meeting, 17/18 Budget refers to increasing the hourly billing rate for ice and decreasing the return to teams per player. This will need to be decided soon over the summer.
- 16/17 Audited financial statements should be ready by September.

Miscellaneous

- Nothing to report

4.0 Adjournment

Motion was made by Tracy to adjourn the meeting at 9:13 p.m.

- **1st – Jason Corrigan**
- **2nd – Joanne Erbach**
- **Unanimous**

5.0 Next Meeting

- AGM May 30, 2017