



# Kanata Minor Hockey Association

Board Meeting — October 16 2017

**In Attendance**

President Andy McAfee

VP Operations Richard Perkins

Treasurer Dale Hudson

Director at Large Shelley Zimmerman

Director at Large Tim Wightman

VP Communications Cara-Leigh Wyllie

**Regrets-** Ian Hames

**Invited guest** Kelli Burke

Review of Previous Minutes

Committee members voted in. Membership granted for non-parent committee members, boundary discussion to begin with district 4, registration fees to remain the same for 2017/18 season

## Review of Agenda- Andy McAfee

vote in additional positions  
rosters, affiliation, ice scheduling, officials  
risk and safety update  
district business  
financial update  
registration  
policies and procedures document  
Special Events:  
1. Santa Claus visits for IP/Novice  
2. Jewels and Jersey Event Idea  
3. Ottawa 67's KMHA day  
Communications:  
4. Website update  
Equipment:  
5. Tryout jerseys  
6. Coaches jackets

Motion to Vote in New Peewee convenor- all approved

Motion to approve Kerry Reinhart as Peewee Convenor – all in favor motion passed

Motion to Create new Board Member as a Voting Position VP communications 2<sup>nd</sup> by Richard Perkins. All in favor ,motion passed

Motion to Vote in Cara-Leigh Wyllie in the position of VP Communications 2<sup>nd</sup> by Dale Hudson All in favor, motion passed

KMHA board now consists of 7 voting members. Motion will be brought to the members at annual AGM

## Andy McAfee-President

Andy will be sending out an email to all house league coach reminding them of team staff requirements, affiliations, etc., Every year at this time good idea to remind all.

Looking at trying to get ice scheduling to stagger scheduling at different rinks so that affiliations will work better.

This past weekend new referees were on the ice for novice and atom house games, coaches were alerted to this and the new referees were to be mentored, went well, timekeepers were also being mentored.

New referee scheduling tool is getting good reviews, no referee meetings have been scheduled yet for this season

Game duration for house league will stay running time, once playoff begin will change for that time back to stop time (just for playoffs), but during season running time

## Tim Wightman-Risk and Safety

3 suspensions to date this season.

Reminder will be sent out to all coaches, we are to abide by HEO Minor rule on dressing room supervision. There is to be adult supervision at all times in the dressing room, pre-game/practice, post-game/practice until all players have left. Also note the "2 Deep Rule" at all times.

A reminder about cell phones in dressing rooms will also be sent out

**The use of any form of Camera, Video Camera, Camera Phone or other portable digital device is prohibited in any recreational facility change rooms, during any HEO/ HEO Minor sanctioned event. It is the team officials' responsibility to monitor and control the uses of such devices.**

Coaches were reminded to speak with their parents/players and have them sign the code of conduct

Dale Hudson – Treasurer

The 2016/17 financial audit is now complete.  
We are building up funds in our capital assets so that there are funds when we go to purchase jerseys etc.,  
Income statement very comparable year over year, no surprises very straight forward  
Motion to approve draft financial audit, 2<sup>nd</sup> by Cara-Leigh Wyllie  
Motion approved

Motion to move 55k into the Capital asset Fund, 2<sup>nd</sup> by Tim Wightman  
Motion approved. Motion approved

Invited Guest-District Chair Kelli Burke

Discussion with Stittsville (D4) on going  
Will be revising and updating our Policy and Procedure Manual

Cara-Leigh Wyllie-VP Communications

Looking at several special events for the season

Ip and Novice Santa Visit  
Jewels (hockey mom) event

Still evaluating RAMP for future use of website tool and would like the input of all board members

Equipment  
Would like approval to source cost of reversible tryout jersey, possibly pinnies as well.  
Coach Jackets, looking at switching from the winter jacket style to track jacket style,  
more to follow.

Richard Perkins -VP Operations

HEO Minor- Kelli Burke

Budget- Date Hudson

Closing Remarks

Next Meeting TBD

Richard Perkins -VP Operations

Would like to discuss with convenors moving forward registration reporting system. This year caused a great deal of work. Will discuss further in the future.

### Closing Remarks

We will discuss registration in more detail so that we can be better prepared for the 2018/19 season. Possibly work on a work-through

Next meeting TBD

Meeting adjourned 9:30pm

Andy McAfee President KMHA

  
Date OCT 22 2017