



Grand Valley and District Minor Hockey Association Executive

Minutes

October 19, 2022, 7:00pm
Grand Valley Community Centre - Boardroom

Executive Present: Jeff, Kelly, Brett, Joel, Shannon, Josh, Amy, Meaghan, Chris H, Christina, Michelle, Katie, Vanessa and Amie

Regrets: Chris T

Guests Present: None

The GVDAMH Executive Board held a meeting at the Grand Valley Community Centre on Wednesday October 19, 2022, commencing at 7:00pm.

1. **Call To Order:** By: Jeff Grubb

Time: 7:05pm

2. **Added Items (Late Submissions)**

- 2.1. Slack – Chris T, Kelly G and Michelle M have not activated their slack account yet.
- 2.2. Sock and Jersey Status

3. **Approval of Agenda**

Resolution #1

Moved By: Ashleigh
Seconded by: Joel

BE IT RESOLVED THAT:

The GVDMHA Executive Board hereby approve the agenda as amended/circulated.

CARRIED

4. **Disclosure of Conflict of Interest**

None at this time.

5. **Approval of Minutes**

- 5.1. Minutes from September 19, 2022, as circulated.



Resolution #2

Moved By: Ashleigh

Seconded by: Amy

BE IT RESOLVED THAT:

The GVDMHA Executive Board hereby adopt the minutes of the meeting held September 19, 2022.

CARRIED

6. Presentations/ Reports

- 6.1. OMHA/GBTLL Update – Scheduling meeting for U11 and U13 took place last Sunday. Scheduling meeting for U8 and U9 is coming up. OMHA will not be accepting travel permits from Hockey Canada due to the current issues. One U13 player had an evaluation, he is good to play. There is one more child who would like to play down that needs to be evaluated during the first league game. Strategies for the upcoming U8 and U9 scheduling meeting were discussed.
- 6.2. Jamboree Update – U9 Jamboree is December 3rd from 9-3pm and is now full with 6 teams on the waitlist. All the teams have paid. Bench staff will meet next week to finalize details. Water bottles have been ordered which is the giveaway along with a key chain for the coach. They will see if they can get the pizza locally, but Pizza Depot was also discussed. U8 Jamboree has 7 teams including GV which leaves one spot available. This date is Jan 14th. U7 will be an unofficial jamboree with 2-4 teams, a fun practice, and a snack. Rosters and Travel Permits must be submitted 2 weeks prior.
- 6.3. Sponsorship Update – As of yesterday, total raised is \$17,900 including the Zamboni project. Fierce wraps are the winning contract for the Zamboni wrap. By the end of this week, final mockup should be completed, and the Zamboni should be completed before the season starts. Skills sponsorship is still needed.
- 6.4. Treasurer's Report – Things have been great. Violet, Jeff, Ashleigh, and Meaghan have met. Violet has been working a lot on organizing the chart of accounts. There hasn't been a bank reconciliation since 2016. Nothing has been entered into the software since May 2022. Violet will work at getting everything caught up. This will take several hours, and the executive realizes that. We need to ensure HCR and the bank account balance. \$1044 was given by Kelly for Chocolate.

7. Unfinished Business

- 7.1. Bottle Drive – October 29th. Signs have been placed around town. Adam Milley will be providing the trailer again. Michelle will help Jeff make maps, time slots and routes. The hours are 10am-



3pm. We need volunteers to help at the arena as well as doing the routes. Jeff will still need a few volunteers to help deliver the bottles to the beer store.

- 7.2. Final List of Coaches, Manager and Bench Staff – The list is completed and it's on the drive. U13 still needs to be divided and managers need to be decided and then it'll be complete.

8. New Business

- 8.1. Santa Claus Parade – Does GVMH want to be involved? It's November 26th at 7pm. Registering is free, but we would have to fill out the form. Ashleigh has a 10x10 utility trailer or Josh might be able to help with Rotomill's float. Michelle and Christina will take the lead on this, and Ashleigh and Josh will help. **MICHELLE AND CHRISTINA**
- 8.2. Lexan Order – Lexan covers the board signs, it's kind of like plexiglass. Katie and Ashleigh counted the signs and lexan. It appears that we are missing some lexan pieces from last year's order, which was 20 new pieces. The cost is over \$100 per sheet and it's unclear who owns the lexan. It appears that there are 5 pieces missing? It's also unclear who is responsible when the Zamboni damages the lexan. One option is going to a sticker instead of a board sign. The sticker is a little cheaper, but it requires installation and does not require lexan. We need to refine the process of the sponsorships so that we aren't losing money on each sign/sticker.

Resolution #3

Moved By: Jeff
Seconded by: Shannon

BE IT RESOLVED THAT:
The GVDMHA Executive Board hereby approves a Lexan order for a maximum of 10 pieces.

CARRIED

- 8.3. PO Box – We need a mailing address. It would be nice to have one for consistency. The price is \$201 annually plus HST.

Resolution #4

Moved By: Jeff
Seconded by: Amy

BE IT RESOLVED THAT:
The GVDMHA Executive Board hereby approves the annual purchase of a local PO Box to be used for all GVMH mail.

CARRIED



- 8.4. iPads – In the lock box. Shannon said the condition is good. They can now be plugged in while they are in storage. They need to be ready for our first home game, which is November 12th, but we should aim to have them ready by Nov 1st. Brett is going to take the lead on this and was given the game codes. **BRETT**
- 8.5. Referee Schedule – Chris T, can you confirm that you are ready for the season to start? **CHRIS T**
- 8.6. Email Addresses – Reminder to use the GVMH address. We need to make sure the correct address are on the website. **CHRISTINA**
- 8.7. Website Updates – New version of the website is up. Some of the changes that Christina made were lost. Christina will make a new page for executive meeting schedule, agendas, and minutes. What else do we need to put? Jamboree? Zamboni picture? Add future posts and social media (Instagram) to the agenda in the future. **CHRISTINA**
- 8.8. Review of Bylaws – Push to a future meeting. We will put a committee in place for this. The committee will develop the changes and bring them forward to the rest of the executive. The changes are mostly housekeeping so there is not a huge rush. Add complaint protocol to the bylaws if it is not there. **AMIE, AMY, JEFF and MEAGHAN**
- 8.9. Complaint Protocol – Minor is dealt in house directed to prevention services first and then a small committee can be formed, and they can deal with it. Major complaints will require a third party. Names are being prepared so that we can talk with potential candidates and be ready should a complain come in. **ASHLEIGH and SHANNON**
- 8.10. Executive Vulnerable Sector Checks – All members of the executive need to complete a vulnerable sector check every 3 years. The addendum also needs signed each year. There is a document on Slack that has the website for the vulnerable sector check website. Please complete this ASAP! If you are unsure if you need one, please email Shannon. **EVERYONE**
- 8.11. Potential U7's Moving up to U8 – The U9 team only has 9 players so they are hoping to bump a few kids up from U7. We need to organize an over age evaluation. Brett will make sure that Adam has our paperwork. What is the timeline for this and what is the next step? They are welcome to practice with the U8's but cannot play an official game until the paperwork is complete. Joel, the technical director will be the one to approach the parents and talk to them about the opportunity. This needs to be done by early November. **JOEL and BRETT**
- 8.12. Ice – Vanessa has done the new cloud-based contract. The contract runs until the end of March. If we want to push it to April, we can, if the ice is still in. 14 days is the cancellation period for regular ice time and 30 days is the tournament cancellation. We currently have 8 unused hours of U11 and U13 ice time. Should we turn them back in or do we want to use it? Joel would like to schedule a Tuesday night game to free up a weekend for a tournament for the U11 team. **JOEL and VANESSA**
- 8.13. March Break – Right now we have ice time in the contract during March break. If we decide to not use this, we must give 14 days' notice. Last year we used ice time for shiny.



OMHA has black out dates from Dec 24-Jan 7th but they do not have a black out over March break any more. Regular season ends January 28th and then play offs start from there. We might need the weekend ice time during March break for a playoff team, if they make it this far.

- 8.14. Future Meeting Dates – The dates are now set. Please see the last page of these minutes for the official dates. We will do 7pm on Sundays so that it doesn't interfere with Skills. Please ensure these dates are in your calendar. Amie will also try and send calendar invites to everyone. **AMIE and EVERYONE**
- 8.15. Slack – Everyone is in. A second channel was made for the team managers. The u13 managers will be added. Jeff will add the Arthur tournament message that is on slack to the manager's channel. **JEFF**
- 8.16. Sock and Jerseys – The Tim Hortons Jerseys and socks should be here this week or next. They have been on order for weeks now. We might need some extra jerseys as there are so many U7 players. Josh would like permission to purchase some much-needed equipment for the U7s. This will include pool noodles, goalie wraps, pylons, etc. We need to ensure all equipment is locked up so that it does not walk away. **JOSH**

Resolution #5

Moved By: Josh
Seconded by: Amy

BE IT RESOLVED THAT:

The GVDMHA Executive Board hereby approves the purchase of equipment for the U7 program to a maximum of \$1000.

CARRIED

- 8.17. First aid kits and team supplies – First aid kits are incomplete and need to be topped up. Scissors, ice packs, gauze, band aids, blue pucks are some of the items needed. **CHRIS H**

Resolution #6

Moved By: Jeff
Seconded by: Brett

BE IT RESOLVED THAT:

The GVDMHA Executive Board hereby approves the purchase of first aid supplies and team equipment to a maximum of \$1000.

CARRIED

- 8.18. Google Form for Reimbursements – Meaghan created this! It's a brilliant idea and will be used any time an executive member or bench staff has expenses that need reimbursed. You need to upload your itemized receipt and show detailed information.



9. Adopt, Ratify and Confirm

Resolution #3

**Moved By: Amie
Seconded by: Kelly G**

BE IT RESOLVED THAT:

That all actions of The GVDMHA Executive Board members and officers with respect to every matter addressed and/or adopted by the Executive on the above date are hereby adopted, ratified, and confirmed; and

That each motion, resolution, and other action taken by the Executive and officers at the meeting held on the above date are hereby adopted, ratified, and confirmed.

CARRIED

10. Adjournment

Resolution #4

**Moved By: Jeff
Seconded by: Shannon**

BE IT RESOLVED THAT:

The GVDMHA Executive do now adjourn to meet again on November 22, 2022, at 7:00 pm, or at the call of the Chair.

CARRIED

GVAMHA President/Chair

GVAMHA Secretary



Grand Valley and District Minor Hockey Association

Executive Meeting Calendar 2022/23

Sunday November 20th at 7:00pm

Tuesday December 20th at 7:00pm

Sunday January 22nd at 7:00pm

Tuesday February 28th at 7:00pm

Sunday March 26th at 7:00pm

Tuesday April 25th at 7:00pm