

**St. Matthew Hockey & Sports Club  
Edmonton, AB**

**BOARD OF DIRECTORS MEETING**

**MINUTES**

Date: December 15, 2019  
Time: 6:00pm - 8:30pm  
Location: Knights of Columbus Sports Complex  
13160 140 Avenue, Edmonton, AB T6V 0M4

Attendees

Executive Committee:

Andrew Westervelt  
Hugh Gillis  
Nelson Pacheco  
Rob Ryks  
John Kyle  
Shellina Kyle

Aaron Skelhorne  
Robin Westervelt

Standing Committee:

Amanda Alexandre  
Cherisse Kovacs  
Kristina Lees  
Melanie Ryks  
Kathleen Stotyn

Regrets

Dan Tabak

Mike Lees

Brian Sorensen

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I. Call to Order

There being quorum, Andrew called the meeting to order at 6:07pm.

II. Consent Items

a. Approval of the Agenda

Information: The agenda was circulated to board members on December 14, 2019.

Andrew made a motion, seconded by Hugh and passed unanimously to approve the agenda.

b. Approval of the Minutes - November 20<sup>th</sup> meeting

Information: The minutes were circulated to board members on December 4, 2019.

Andrew made a motion, seconded by Shellina and passed unanimously to approve the minutes.

III. Declaration of Conflict of Interest

Andrew reminded board members of our responsibilities with respect to conflict of interest.

IV. Reports

Information: The board reports were compiled prior to the meeting and circulated to board members on December 14<sup>th</sup>. Any additional comments and discussion on the board reports are documented here under Section IV.

a. President

V.P. Role

There was a general discussion of filling the vacant VP role either from within the board or external to the board.

A motion was made by Rob, seconded by Shellina to appoint Nicole Chessie as an executive assistant to the President (non-board position) from December 15 through to the date of the AGM. Compensation - 2 \$75 bingo chits.

Goalie Development

There was a general discussion of the poor attendance by pee wee goalies at the joint (novice, atom, pee wee) sessions. Andrew will contact goalie families by e-mail to determine how best to increase atom and pee wee attendance.

Plan is to renew contract with PGI for the New Year, with same ice time on Monday's.

b. Members of the Executive Committee

i) Ice Allocator

'Limited summer ice' comment on the report. The issue is that SMHSC would like to run the camp program from 5pm - 8pm on 5 consecutive days, on 2 sheets of ice in close proximity.

KC Arena does not have excess ice available. We will continue to explore other location options (St. Albert - Servus Place. Kinex / Akinsdale).

Correction - The Tim Bits Family skate will take place at KC Arena on December 28<sup>th</sup>.

ii) Registrar

Nothing additional to report.

iii) Secretary

John enquired about the planning committee for the 50<sup>th</sup> anniversary party / AGM. Mel agreed to kick off planning in January 2020.

iv) Treasurer

Budget 2019/20 - Shellina made motion, seconded by Andrew and passed unanimously to approve the budget as presented.

Financial statements for the 6 months ended November 30 2019 - Shellina made a motion, seconded by Amanda and passed unanimously to approve the financial statements.

v) Initiation Director

Nothing additional to report.

vi) Novice Director

Nothing additional to report.

vii) Atom Director

Nothing additional to report.

viii) Pee Wee Director

There was a general discussion about the psychologist sessions this year and next year and potential to cost share with teams. No decision was made.

c. Members of the Standing Committee

i) Casino Coordinator

Kristina advised that there is still a need for additional volunteers for the Casino.

Cherisse to contact Kristina about setting up sign-up on Eventbrite.

All Casino volunteers will receive bingo chits - \$75 each.

ii) Bingo Coordinator

Renewal of Kensington Bingo license for the period June 1 2020 to May 31 2022 (2 years). Kathleen made a motion, seconded by Andrew and passed unanimously to renew the license for 2 years.

Application due January 15, 2020.

iii) Special events Coordinator

There was a general discussion about the merits of cancelling the Minor Hockey Week (MHW) breakfast hosted by SMHSC for its members.

A majority of the board members in attendance voted not to hold the MHW breakfast this year.

Andrew to advise all members of the decision.

iv) Equipment Manager

Nothing additional to report.

v) Apparel Coordinator

Nothing additional to report.

vi) Communications Coordinator

Web-site development - Cherisse made a motion, seconded by Amanda and passed unanimously to select Option 3.

V. Business Items Arising from the Annual General Meeting

a. Policy Development

John provided a brief summary of status of policy development, with a target of providing the board with a draft policy document at the January 2020 board meeting.

VI. Action Items Arising from Previous Meetings

John reviewed the list of items.

VII. Other Business Items

a. Financial

i. Budget for 2019/20 fiscal year

This topic was discussed in the Treasurers report (and above).

b. Fundraising

None discussed.

c. 2019/20 Hockey Season

i. Registration update

No additional discussion.

- ii. Player development - nutrition, skills, other

No additional discussion.

- iii. Other

None.

- d. Ice Rental for 2019/20 Hockey Season

- i. Procedure(s)

Amanda recommended that team managers ensure that the ice allocator is advised of when teams are accepted into tournaments. Nelson to contact team managers about this matter.

- ii. SMHSC Commitments vs. Requirements (1/2 ice, full ice)

Nelson advised that in Round 2, all pee wee teams can expect full ice for all practices and Atom teams approximately 50% full ice practices.

- e. Other

None.

- VIII. In Camera Items

None.

- IX. Comments and Announcements

None.

- X. Next Meeting

The next meeting was scheduled for January 26, 2020 (6:00pm) at KC Arena.

- XI. Adjournment

The meeting was adjourned at 8:30pm.