

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

**BOARD OF DIRECTORS MEETING**

**MINUTES**

Date: Sunday July 14, 2019  
Time: 6:00pm - 10:29pm  
Location: Rose & Crown Pub  
10235 101 Street, Edmonton, AB T5J 3G1

Attendees

Executive Committee:

Andrew Westervelt  
Hugh Gillis  
Peter Gouveia  
John Kyle (left meeting 10:00pm)  
Mike Lees  
Rob Ryks  
Aaron Skelhorne  
Robin Westervelt

Standing Committee:

Amanda Alexandre  
Kristina Lees  
Brian Sorensen  
Kathleen Stotyn

Regrets

Dan Tabak  
  
Shellina Kyle  
Nelson Pacheco

Cherisse Kovacs  
Melanie Ryks

I. Call to Order

There being quorum, Andrew called the meeting to order at 6:03pm.

II. Consent Items

a. Approval of the Agenda

Information: The agenda was circulated to Board members prior to the meeting.

Motion to approve the agenda made by Andrew, seconded by John, was approved unanimously.

b. Approval of the Minutes - June 12<sup>th</sup> meeting

Information: Revised minutes from the June 12 2019 Board meeting were circulated to Board members on June 26 2019.

Motion to approve the minutes made by Andrew, seconded by Hugh, was approved unanimously.

III. Declaration of Conflict of Interest

John provided a brief explanation.

IV. Reports

a. President

Andrew provided a verbal report.

Andrew confirmed with Hockey Canada that Novice will be a single group (with 2 age categories) for the 2019/20 hockey season; no longer minor and major delineation.

He also confirmed that SMHSC is able to move Initiation players up / down based on skill set.

b. Members of the Executive Committee

i) Vice-President

Peter provided a verbal report

Peter advised that he met with KC Hockey representatives Brian Mulawka (KC player development contact) and Bruce Fitzpatrick (KC Hockey President) to discuss a number of items:

- KC-wide goalie camp so all parishes can send their goalies to the camps. Seems to be some support, although St. Charles has already booked ice for their goalies;
- KC hockey is considering additional funding for player development over and above ice time that they've already promised;
- Some discussion amongst the parishes and KC Hockey to better market KC Hockey to drive awareness and increase player volumes.

There was general agreement amongst the parishes to resurrect monthly parish meetings.

Peter intends to discuss the ice cost disparity between KC and the City of Edmonton. Peter noted that KC Knights and SW KC don't purchase any KC ice.

Andrew noted that St. Charles estimates that they will have 7 Atom goalies and will likely be short Pee Wee goalies for 2019/20 season. As SMHSC will likely be short Atom goalies, there is an opportunity to cooperate amongst our parishes.

ii) Secretary

John provided a verbal report.

John spoke with the SMHSC insurance broker last week to confirm status of the directors & officers (D&O), and liability insurance. The broker confirmed D&O in place (June 1 2019 renewal) but that liability not yet renewed. John requested that the broker seek liability coverage for the club and provide policy and premiums as soon as possible.

John spoke to AIM (landlord at former 97 Street offices) about 2 rental deposits totalling approximately \$1,800 and requested reimbursement.

iii) Treasurer

John provided a verbal report as Shellina was not in attendance.

John provided a brief update on the status of the May 31 2019 financial statements. There are a number of outstanding items that require assistance from Vanessa (former Treasurer); request for assistance has been made.

John advised that Shellina expects to have a draft budget 2019/20 available for board review at the August board meeting.

iv) Registrar

Robin provided a verbal report.

Team Snap last year was not updated, so it is difficult to answer questions about last year. This year, Robin is ensuring that team snap is kept current with all registration information.

SMHSC currently has 84 registered players thus far for the 2019/20 season, as follows:

Discovery - 2  
Junior Initiation - 11  
Senior Initiation - 9  
Novice - 35  
Atom - 13  
Pee Wee - 14

Robin to post registration status on google.docs

There have been 2 transfer in and 6 transfers out to other clubs (3 to St. Charles team; 1 EGHA; 1 North Seera; 1 Eagles)

v) Ice allocator

Nelson was not in attendance so Andrew provided a verbal report.

We have ice allocated to SMHSC by KC (starts Sept. 3<sup>rd</sup>).

Andrew noted that the cost of City ice for minor hockey players is heavily discounted compared to adult rates. KC doesn't discount the rate for minors.

vi) Pee Wee Director

Mike provided a verbal report.

Evaluations are key concern. Mike has had discussions with other clubs about offering up our coaches to evaluate other clubs. But not much uptake from other clubs.

Mike would like to meet with his head coaches monthly during season to discuss best practices.

Criticality of building solid bonds with players; feeling that connection with the coaches.

vii) Atom Director

Rob provided a verbal report.

He noted that there was good turnout from Atom players for Donna Stuart power skating camp. He commented coaches can learn from power skating clinics too and they can reinforce what was taught to players during practices.

There was a general discussion about offering bingo credits for head coaches, possibly managers. John advised that once the board has reviewed the draft budget in August we can determine the extent of possible bingo credits for coaching staff.

viii) Novice Director

Aaron advised nothing to report.

ix) Initiation Director

Hugh proved a verbal report.

He advised that 9 parents have said they're interested in coaching Initiation this coming season.

c. Members of the Standing Committee

i) Apparel Coordinator

Amanda provided a verbal report.

Amanda confirmed pricing from Shamrock for the following items:

- Name bars - \$10/bar per jersey, so \$20 / player for the set;
- Pins - \$2.50 / pin. (Shamrock still needs to prepare a mock-up).

Shamrock is still working on the anniversary patch, a catalogue for all products for purchase and the cost of front and back (centered) logo.

Amanda advised that Shamrock does not carry Bauer products.

Andrew advised that KC Hockey has approved concept of a shoulder patch for 50<sup>th</sup> anniversary

ii) Equipment Manager

Brian provided a verbal report.

He advised that he needs the number of teams to start the purchase of small goalie equipment.

He advised that given the volume of jerseys requiring name bars and shoulder patches this year (new) that we should ensure Shamrock can manage the volume and ensure game jerseys are available for games as required.

iii) Casino Director

Kristina advised there was nothing to report

iv) Special Events Coordinator

Rob provided a verbal report, as Melanie was not in attendance.

v) Bingo Coordinator

Kathleen provided a verbal report.

She advised that Shellina volunteered to create an electronic form to track the chits issued and redeemed.

vi) Communications Coordinator

Andrew provided a verbal report as Cherisse was not in attendance.

She will miss the in-person registration and likely the next board meeting due to personal commitments. Andrew advised that the web-site is up to date and all advertising in place.

Information: KC Hockey office reimburses SMHSC \$1,000 to cover the cost of street advertising.

The board acknowledged Barb Smyth's (Smitty's) assistance in printing the full colour flyers sent out to Community Park Little League baseball this summer. Aaron confirmed that 368 flyers were sent out.

Andrew suggested that SMHSC should arrange for flyers to be sent out earlier in the year (May); well before hockey registration in June.

There was a general discussion of creating functionality on the KC Hockey web-site such that parents can enter their postal code and then determine which parish their children can join.

#### V. Action Items Arising from Previous Meeting

John reviewed the minutes from the June board meeting and read out the list of action items from that meeting, requesting updates from the responsible board member.

- 50<sup>th</sup> anniversary planning committee

Amanda advised that the following individuals had volunteered to join a subcommittee tasked with planning the celebration: Melanie, Amanda, Robin and Cindy Moriconi.

Andrew advised that we should set a tentative date of either September 21 or 22.

Peter is going to contact 'on the bench' from Airdrie, about providing entertainment.

Andrew made a motion to approve an initial funding amount of \$5,000, seconded by John, passed unanimously.

Peter proposed a bingo credit for non-board volunteers to help secure additional planning and event support.

Andrew advised that the cost for 18 behind the bench banners would be approximately \$500; lead time approximately 2 weeks should we decide to proceed with purchase.

There was a general discussion about fundraising for the 50<sup>th</sup> Anniversary event. Peter volunteered to take the lead on this fundraising activity.

- Administrative policy development

John asked if any board members would like to participate in subcommittee(s) tasked with developing SMHSC policies. The following board members expressed interest: Peter, Aaron, Mike, Andrew, Rob and John.

John advised that he will send out an e-mail proposing 2 groups and a list of policies for development work.

- Rob advised that Melanie will invite the Oil King's representative (Derek) to discuss options with the board at the August board meeting;
- Peter will contact WEM and confirm pricing for a Galaxyland evening (players and families) as an alternative fundraiser, and report back to the board at the August board meeting;

## VI. Business Items Arising from the Annual General Meeting

### By-Laws

Information: The board was provided with a copy of the draft revised Bylaws prepared by the Bylaws subcommittee (John, Peter, Andrew, and Cherisse) and the current (2003) Bylaws with Special Resolutions inserted, on July 10<sup>th</sup>.

John provided a brief description of the subcommittee's work in June and July. He suggested that the board review the draft revised Bylaws document page-by-page and discuss issues, questions and proposed changes.

There was a general discussion of the document, the rationale for changes from the 2003 Bylaws (as amended by Special Resolutions) and other matters.

The board agreed to modify 2 articles based on motions for amendments and votes by show of hands (12 attendees but Kathleen as Bingo Coordinator does not vote at board meetings):

- Article 6.4.3.1 (approved by a vote of 7 to 4)
- Article 8.1.4.1 (approved by a vote 6 to 5)

John noted these and other minor agreed upon modifications on the document and advised the he would incorporate the modifications before sending the document to outside legal counsel for review and comments.

Information: John left the meeting at 10:00pm due to a personal commitment; Robin recorded minutes for the balance of the meeting.

## VII. Other Business Items

### a. Financial

#### i. Financial statements for 2018/19 fiscal year

Andrew noted there was nothing else to add here as the topic was covered in the Treasurer's report.

#### ii. Budget for 2019/20 fiscal year

Andrew noted there was nothing else to add here as the topic was covered in the Treasurer's report.

### b. Registrations for 2019/20 Hockey Season (dates, process)

Information: In-person registration dates have been established: July 24<sup>th</sup> and August 22<sup>nd</sup>.

### c. Planning for St. Matthews 50<sup>th</sup> Anniversary Celebration

A tentative date of September 22<sup>nd</sup> was agreed.

It is anticipated that the first games for the 2019/20 hockey season will be the weekend of September 28/29 so it would be ideal to host the event the weekend before.

d. Player evaluations - September 2019

There was a general discussion of whether to move forward with hiring external evaluators or to recruit volunteers.

In support:

- Elimination of the perception of conflict of interest as the process would be transparent and carried out by individuals who are unfamiliar with SMHSC players;
- External evaluators can tailor a program based on our needs. We set the parameters. They can make teams and post coded (anonymous scores) on a web-site.

Issues to consider:

- Additional cost this year as evaluations in the past were largely done by individuals connected to SMHSC families and internal resources with a modest stipend;
- This cost mitigated by lease savings in 2019/20 (vacated office premises on 97 Street in May 2019).

Regardless of whether we use third party evaluators or not, there will still be issues that arise from evaluations such as “bubble players”, and addressing parent / player concerns.

Andrew made a motion, seconded by Aaron and passed unanimously that the board give Peter and Andrew the authority to select an external evaluator (cost capped at \$5,000) to carryout SMHSC player evaluations (Novice, Atom, Pee Wee) for the 2019/20 season.

e. Other

Information: Many of the other clubs provide pre-season conditioning camps for players. Often have external coaches and can cost anywhere from \$150-\$300. Our goal is to give our players an opportunity to have a conditioning camp in house, rather than having to pay for the rep conditioning camp.

Information: Rep conditioning camp will start on August 22nd (Atom) and August 25<sup>th</sup> (Peewee). We would be looking at providing one the last week of August.

There was a general discussion of the number of ice times (3-5), cost to players (\$25 - \$50) and possibly free for goalies, skills development vs. game setting.

As KC ice is likely unavailable, SSMHC would likely rent ice from the City



Action Item: Andrew will contact the City for the available ice. Once ice has been confirmed, he will contact each of the Directors (Novice, Atom, and Pee Wee) to pick their three preferred ice times and finalize planning.

VIII. In Camera Items

None.

IX. Comments and Announcements

Amanda received an email suggesting a Hockey Gear Swap Day; bring an item/take an item. She is going to contact KC Hockey to see if SMHSC could conduct a swap day and perhaps make it available to other clubs as well.

Andrew and Peter will mention this at their inter-parish meeting on Tuesday.

X. Next Meeting

The next meeting will be held on Sunday, August 18<sup>th</sup> at 6:00 pm at The Rose and Crown if the KC Arena meeting rooms are unavailable.

XI. Adjournment

There being no other business, the meeting was adjourned at 10:29 pm.