

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

**BOARD OF DIRECTORS MEETING**

**MINUTES**

Date: November 20, 2019  
Time: 6:00pm - 9:40pm  
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 (left meeting at 9:15pm)  
Mike Lees  
Aaron Skelhorne

Regrets

Dan Tabak  
Shellina Kyle  
Robin Westervelt

Standing Committee:

Amanda Alexandre  
Kristina Lees  
Melanie Ryks  
Brian Sorensen

Cherisse Kovacs  
Kathleen Stotyn

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I. Call to Order

There being quorum, Andrew called the meeting to order at 6:10pm.

II. Consent Items

a. Approval of the Agenda

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

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

b. Approval of the Minutes - October 23<sup>rd</sup> meeting

Information: The minutes were circulated to board members on November 14, 2019.

Andrew made a motion, seconded by Hugh 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

a. President

Goalie development program

Andrew advised that he is hearing mixed reviews so far this season about PGI. St. Matthew has paid for PGI services through to December 2019.

St. Charles seems to be resisting cooperation this year over a goalie development program.

Andrew is considering bringing back Gold in the Net for second half of the 2019/20 season.

Sports Psychologist

Andrew thanked Mike Lees for investigating and then coordinating a sports psychologist for coaches and players this season. There will be a kick-off meeting for coaches, assistant coaches and managers on Monday November 26<sup>th</sup>.

Tiering meeting

Meeting is next week.

Novice teams will remain where they are unless Hockey Edmonton hears otherwise from clubs.

President's meeting at KC this week - KC parishes and KC Hockey.

b. Members of the Executive Committee

i) Ice Allocator

Nelson provided a verbal report

NAIT and KC bills submitted to St. Matthew (both City and KC Arena ice) for payment

There was an Ice meeting last week.

There was a general discussion about teams purchasing additional ice, use of bingo funds for ice rentals for practice and the 2 instalment payments of 65% - 35% required for City ice purchases each season.

ii) Registrar

As Robin was not in attendance, Andrew provided a verbal report.

The Teams' Hard Cards have been submitted to Hockey Edmonton; a total of 240 players this season. January 9 2020 is next date: "double locked".

The Club received approval from Hockey Edmonton to add a Novice player to the KC Thunder; also lost a Novice player (removal from Hard Card due to medical reasons).

Outstanding player registration issues:

- The Club still has approximately \$4k in outstanding player registration fees;
- Some overfunding from 3 charitable organizations to be repaid;
- Bingo issues - families (38 no credit card authorization / post-dated cheques; 11 families not signed up for their mandatory bingos).

The Registrar will investigate instalment payments on credit cards for next year (Team Snap);

There was a general discussion of players with outstanding registration issues (credit card authorization, bingo post-dated cheques, and registration fees).

Information: The April 2015 special resolution speaks to November 15th cut-off date by which all registration issues must be resolved.

It was agreed that all registration issues have to be resolved by December 1<sup>st</sup> (i.e. providing 2 weeks grace from November 15<sup>th</sup>), after which players with unresolved matters will not be permitted on the ice (games, practices). No payments permitted beyond this date.

John offered to draft an e-mail for Andrew to review, to be sent out to families with outstanding registration issues.

iii) Secretary

John advised that he had nothing to report.

iv) Initiation Director

Hugh provided a verbal report.

Hugh advised that there are some behavioural issues with one Sr. Tim Bits player to be monitored and addressed. Hugh to speak to coaches and parent about the issue.

v) Novice Director

Aaron provided a verbal report.

Some attendance issues at practices, particularly early morning practices.

There was a general discussion of the root cause of poor attendance (new to hockey; ½ ice; early practice times).

Nelson advised that there had been some discussion amongst Clubs and City ice allocators about reducing the number of inter club shared ice practices and have shared ice practices with same clubs' teams to increase flexibility.

vi) Atom Director

Rob provided a verbal report.

Rob advised that an Atom Team had enquired about requesting additional KC-funded development ice this season and seeking additional \$100 reimbursement. Andrew noted that there are only 3 reimbursements of \$100 per team for the entire season.

vii) Pee Wee Director

Mike provided a verbal report.

Goalie development

Aaron noted that anecdotally, Novice parents in stands seem happy with instruction. He also suggested including Directors and Andrew on Team Snap for goalies.

Rob and Andrew suggested dividing group into 2 (Novice and ½ of atom in 1; ½ of Atom +Pee Wee in other). Andrew and Mike will seek other opinions (parents, coaches) on this topic.

Sports Psychologist

Mike advised that the Psychologist's fee is \$250 / hour for Atom + Pee Wee coaches' session on November 25<sup>th</sup>.

Psychologist is recommending 5 sessions per team @\$200 / hour.

Attendees will be asked to assess the Monday session.

There was a general discussion of opening up a series of sessions to the players rather than a per team basis on a cost sharing basis (say 50 - 50) SMHSC and parents.

Mike would also like to bring in a nutritionist.

c. Members of the Standing Committee

i) Casino Coordinator

Kristina provided a verbal report.

She advised that she may need more volunteers for Casino night.

ii) Bingo Coordinator

Kathleen was not in attendance, so no bingo report.

iii) Special events Coordinator

Melanie provided a verbal report.

Oil Kings Night

The Club sold 498 Oil Kings tickets this year.

Tim Bits had a scrimmage at Rogers that night. Vouchers were given to the players for another night this year (35 players).

There was a general discussion of the evening and a suggestion that we ensure a cut-off for ticket sales about a week earlier than this year so there will be less pressure to circulate tickets to attendees.

Minor Hockey Week Breakfast

Date & location - Steele Heights Community Hall on January 11<sup>th</sup>.

There was a general discussion of food (pancakes, sausage, hash browns, and fruit), coffee and juice, and the need for team volunteers (2 per team).

Melanie will look into donations of food and services: vendor who supplied Sausages in past years (KC family); Smitty's (Barb) for other food and services.

John suggested a 50-50 raffle at the MHW breakfast. John advised that he will speak to Shellina about obtaining Oiler memorabilia for raffle / sale.

iv) Equipment Manager

Brian provided a verbal report.

v) Apparel Coordinator

Amanda provided a verbal report.

The apparel order is not ready and likely will not be ready until 1<sup>st</sup> week of December. Dean (Shamrock) doesn't want to be our apparel firm for SMHSC next year. He is overwhelmed by the volume of orders.

vi) Communications Coordinator

Cherisse was not in attendance, but provided Andrew with a written report which he summarized for attendees.

Team Snap offered 25% discount for web design.

John to investigate whether the Club will require signed authorization for player photos to be posted by the Club.

V. Business Items Arising from the Annual General Meeting  
a. Policy Development

Andrew advised the board that the policy committee will meet on November 24<sup>th</sup>.

VI. Action Items Arising from Previous Meetings

None discussed.

VII. Other Business Items  
a. Financial

i. Financial statements for 2018/19

John circulated a copy of the financial statements to board members prior to the meeting. He also provided a report of highlights to board members at the meeting and summarized the financial statements.

John made a motion, seconded by Aaron and passed unanimously to approve the financial statements for the 2018/19 fiscal year.

ii. Budget for 2019/20 fiscal year

John provided a copy of the draft budget to board members prior to the meeting, but due to time constraints and Shellina not being in attendance, this topic will be discussed at the December meeting.

b. Fundraising

None discussed.

c. 2019/20 Hockey Season

i. Registration update

Discussed under Registrar report above.

ii. Player development - nutrition, skills, other

Discussed under Pee Wee Director report above.

iii. Other

None.

d. Ice Rental for 2019/20 Hockey Season

i. Procedure(s)

Discussed under Ice Allocator report above.

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

To be discussed at December 2019 board meeting.

e. Other

None.

VIII. In Camera Items

None.

IX. Comments and Announcements

None.

X. Next Meeting

The next meeting was scheduled for December 15<sup>th</sup> (6:00pm) at KC Arena.

XI. Adjournment

The meeting was adjourned at 9:40pm.