

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

**BOARD OF DIRECTORS MEETING**

**MINUTES**

Date: February 20, 2020  
Time: 6:00pm - 9:26pm  
Location: Knights of Columbus Sports Complex  
13160 140 Avenue, Edmonton, AB T6V 0M4

Attendees

Andrew Westervelt  
Hugh Gillis  
Nelson Pacheco (left meeting 7:05pm)  
John Kyle  
  
Rob Ryks  
  
Aaron Skelhorne  
Robin Westervelt  
Amanda Alexandre  
Cherisse Kovacs  
Kristina Lees (arrived 6:20pm)  
  
Brian Sorensen (arrived 6:45pm)  
Melanie Ryks

Regrets

Dan Tabak  
  
Shellina Kyle  
  
Mike Lees  
  
Kathleen Stotyn

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I. Call to Order

There being quorum, Andrew called the meeting to order at 6:12pm.

II. Consent Items

a. Approval of the Agenda

Information: The agenda was circulated to board members on February 19, 2020.

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

b. Approval of the Minutes - January 26<sup>th</sup> meeting

Information: The minutes were circulated to board members on January 27, 2020.

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

Information: The board reports were compiled prior to the meeting and circulated to board members on February 20<sup>th</sup>. Any additional comments and discussion on the board reports are documented here under Section IV.

#### a. President

- Nate Beaudoin

Andrew said that he would like SMHSC to consider ways to honour Nate Beaudoin. Some considerations: a memorial hockey tournament (pre-season); plaque to post in lobby of KC Arena; recognize annually, a novice player who demonstrates certain characteristics. Tournaments are costly and require board time to plan and manage. Andrew asked the board to think about options and discuss further at the March board meeting.

Action items: Andrew to speak to KC Hockey about mounting a plaque at the arena; Amanda to look into sourcing a plaque.

- PGI

They will provide one additional goalie camp session after February 24<sup>th</sup>; invoice to follow.

- Timbits Jamboree

Winter (March 2020) Jamboree requires \$300 donation and volunteers. Nicole Chessie will be engaged to assist with sourcing volunteers.

#### b. Other Directors

##### i) Ice Allocator

- Conditioning Camps

Camps are scheduled for August 24-30 2020. There will be 5 ice times for each group, 15 in total spread over the following locations: Castledowns, Clareview, Meadows.

- On ice barrier removal

Hockey Edmonton (HE) advised that SMHSC coaches need to assist City staff with removal of on ice barriers. KC056 was team mentioned and were provided a warning by HE.

- Playoff schedule

It has been released, although team names not yet inserted.

ii) Registrar

- Outstanding Registration Fees

Action item: Andrew to contact 3 families re: outstanding payments.

- Hard Card Personnel

It was suggested that we limit number to 5 and then have teams bear additional cost if 6 or more requested.

iii) Secretary

John advised that he modified the board reports for December and January to exclude member names. The Board approved the revised reports for posting on the SMHSC web-site.

iv) Treasurer

Nothing additional to report.

v) Initiation Director

Nothing additional to report.

vi) Novice Director

- Novice Jamboree

The Jamboree is scheduled for March 13<sup>th</sup> - 15<sup>th</sup>.

vii) Atom Director

- KC094 Spartans

1 player quit the team approximately a week ago.

viii) Pee Wee Director

Nothing additional to report.

ix) Casino Coordinator

There was a general discussion of whether to apply for an additional casino license. It was agreed that SMHSC submit an additional license application to be signed by Andrew

x) Bingo Coordinator

Nothing additional to report.

xi) Special events Coordinator

- 50<sup>th</sup> Anniversary Party

Location - Baturyn Community League (10505 172 Avenue NW), a covered outdoor space, has been reserved for the evening of Saturday April 25<sup>th</sup>.

DJ - Market Sound has been booked.

Action Items:

Kristina will look into bouncy castles (options and pricing).

Melanie will confirm deposit amount required for Hall rental.

Liquor license - It was agreed that no alcohol will be served at the event.

The Board voted unanimously to approve the food quote (\$5,750) from Let's Eat Catering and a total budgeted expenditure of \$7,500.

xii) Equipment Manager

Nothing additional to report.

xiii) Apparel Coordinator

- Timbit water bottle order for 2020/2021.

Board voted to not purchase water bottles for Initiation players in 2020/21.

- SMHSC branded watches

Andrew made a motion, seconded by Amanda and passed unanimously to provide a second year gift to all Pee Wee players.

Action item: Amanda to speak to Go Logo about items available for purchase; Robin to confirm number of 2<sup>nd</sup> year Pee Wee players this year; Andrew and Amanda to select item and price range (\$20 - \$40).

xiv) Communications Coordinator

Nothing additional to report.

V. Business Items Arising from the Annual General Meeting

a. Bylaws dated September 20, 2019

John advised that the Bylaws dated September 20 2019 have been posted on the SMHSC web-site and all superseded documents removed.

b. Policy Development

Information: The Board Policies and General Policies documents were circulated to the Board on February 18, 2020.

- Board Policies And Procedures dated February 20 2020  
John reviewed the document and requested the board members in attendance provide comments. Robin suggested 2 changes (pages 6 and 10) which John agreed to incorporate into the document.

There being no other changes, John made a motion, seconded by Hugh and passed unanimously to approve the Board Policies, as amended.

- Policies And Procedures dated February 20, 2020  
John reviewed the document and requested the board members in attendance provide comments. Robin suggested 2 changes (pages 6 and 13) which John agreed to incorporate into the document.

There was a discussion of Appendix 1 - Member Attendance at Mandatory & Chit Bingos. It was agreed that the document should include a paragraph that enables Members to reschedule a bingo commitment in the event of an exceptional personal event that causes a Member to miss a bingo commitment, without providing 30-days notice. John advised he would insert a paragraph reflecting this change.

There being no other changes, John made a motion, seconded by Andrew and passed unanimously to approve the Board Policies, as amended.

#### VI. Action Items Arising from Previous Meetings

##### a. Mandatory bingo attendance & absences

Information: At the board meeting held on January 26<sup>th</sup>, the board unanimously agreed to charge 4 individuals the full amount for missing bingos, and the one individual who left a bingo hall 1 hour early, \$100 (\$50 per 30 minutes).

There was a general discussion of whether there was any new information available to the board to justify reopening the topic of charging members for missing a portion or all of a mandatory bingo.

Rob made a motion, seconded by Aaron to reopen the decision of the last meeting.  
Carried.

There was a general discussion of the reasons for and merits of charging Members for missing their mandatory bingo commitments and specifically, the board's unanimous decision at the January board meeting to charge the 5 individuals, then identified.

Aaron made a motion, seconded by Brian that Andrew and Kathleen are charged with managing any outstanding bingo attendance issues at their discretion that arose prior to February 20 2020. Carried.

##### b. Other

John reviewed the list of items.

VII. Other Business Items

a. 2020 Annual General Meeting (AGM)

Information: John circulated a draft agenda for the AGM on February 20, 2020. The AGM has been tentatively set for Thursday April 30, 2020 (7PM) at KC Arena.

John reviewed the agenda and requested that the board approve the agenda at the March 2020 board meeting.

b. 50<sup>th</sup> Anniversary Celebration

i. Report & recommendation from planning committee

Amanda and Melanie provided an overview of the plans for the 50<sup>th</sup> Anniversary Celebration; details of which were provided in the board report.

ii. Fundraising

Fundraising options were provided in the board report.

c. 2019/20 Hockey Season

i. Player development - nutrition, skills, other

None.

ii. Other

None.

d. Other

None.

VIII. In Camera Items

None.

IX. Comments and Announcements

None.

X. Next Meeting

The next meeting was scheduled for March 22, 2020 (6:00pm) at KC Arena.

XI. Adjournment

The meeting was adjourned at 9:26pm.