

St. Matthew Hockey & Sports Club  
Board Meeting Minutes  
August 31, 2020

Date: August 31, 2020  
Time: 6:00pm – 9:00pm  
Location: KC Complex

Attendees

Andrew Westervelt  
Rob Ryks  
Brian Sorenson  
Nelson Pacheco  
Nicole Chessie  
Kathleen Stotyn  
Ilda Trzok  
Adriana Mauro  
Aaron Skelhorne  
Frederick Dumas  
Hugh Gillis  
Ross Longson  
Cherisse Kovacs (arrived 6:25pm)

Regrets

Tyler Hennessey  
Paula Bucci

- 1) Call to Order 6:27pm
- 2) Consent Items
  - a) Approval of Agenda
    - Motion made by the President to approve August 31/20 Agenda. The motion was seconded by the U-13 Director and passed unanimously.
  - b) Approval of Minutes
    - Motion made by the President to approve August 11/20 meeting minutes. The motion was seconded by VP-Operations and passed unanimously.
- 3) Conflict of Interest
  - No conflict of interest was declared.
- 4) Reports
  - a) President report
    - The President provided an update on information received from Hockey Edmonton. Possibility of setting up cohorts by skill level (smaller groups).
    - Possible partnership with St. Charles; more information to follow.
    - Hockey Ops meeting will occur sometime in next week. The President will send out emails to respective directors.

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- On Sept 9<sup>th</sup>, ice becomes available for SMHSC. The President advised families are eager to start coming out and getting players on the ice. He encouraged directors to begin communicating with families to advise the official start time will begin soon.
- b) Vice-President of Operations (VP-Ops)
- Provided verbal report and engaged the board in a discussion about player cohorts, the possibility of games in the future and the ongoing changes and updates from Hockey Edmonton and Hockey Alberta.
  - Conditioning Camp – VP-Ops advised he was proud of the way the camp was organized. VP-Ops received good feedback about the camp from Hockey Edmonton.
- c) Vice-President Admin & Secretary
- Provided verbal report and engaged the board in a general discussion about the draft SMHSC privacy policy.
  - Provided update on filing annual renewal with Corporate Registries.
- d) Registrar
- Provided verbal registration report: 151 registrations; increase of 33 since last meeting. Waiting for 4 potential transfers from northeast zone.
  - General discussion about what the season may look like moving forward; SMHSC actively responds to updates from Hockey Edmonton and implements these directives into organizational planning.
- e) Treasurer
- Provided verbal financial update.
  - Treasurer signing authority has now been achieved.
- f) Ice Allocator
- Provided verbal update and discussed NAIT ice (contract for Sundays; opening up facility October 1<sup>st</sup>).
  - Awaiting information on Garrison ice. The Ice Allocator will continue to investigate this option.
  - The President advised SMHSC planned to offer the Novice, Atom and Pee wee divisions 3x skates per week (weekly breakdown: City of Edmonton 2x ice per week and 1 additional ice slot purchased by SMHSC). The city will still offer 2 ice slots per week for the 2020/21 season. SMHSC will likely need to buy less ice as a result of lower registration.
  - Unknown at this time what KC will charge for ice this year, more information to follow.
  - General discussion of benefits vs. downsides of NAIT ice rental (lower cost option, challenging ice time to fill, only one dressing room available, rented for multiple years, paid parking). The President advised he would be willing to let go of NAIT ice at this time should SMHSC be required to make an immediate decision on the NAIT ice rental.

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- Motion made by the President to decline ice time from NAIT for this year should an immediate commitment be required to secure ice. The motion was seconded by U11 Director and passed unanimously.
  - VP-Ops advised SMHSC responds to new direction as communicated by Hockey Edmonton. The focus will be on creating a fun, enjoyable time for the kids, and coaching development. SMHSC has been responsive to Covid-19 regulations. Clear communication and transparency will be provided to families about open skates. The evaluation committee plans to develop and shift cohort groups. Players expected to be grouped together based on skill level.
- g) U13 Director
- U13 Director advised he enjoyed the SMHSC Conditioning Camp and working with other coaches.
- h) U11 Director
- U11 Director commented on enjoying the SMHSC Conditioning Camp. The Director advised he witnessed positive improvement in players during the Conditioning Camp.
- i) U9 Director
- U9 Director advised of incidents occurring at the Conditioning Camp involving some confrontation between rink staff and SMHSC members. General discussion occurred about Covid-19 protocols and rink expectations (rink attendant permission required prior to going on ice).
- j) U7 Director
- Update provided by President.
  - 47 U7 registered players – close to last year’s registration.
  - Sr. Timbits enjoyed taking part in Conditioning Camp.
- k) Communications Coordinator
- Communications Coordinator presented a website performance report (graphs).
  - Communications to order buffs (type of mask); \$8-\$8.50 per. The President advised the Events Coordinator was looking into ordering items.
  - Working on project to draw players to one website with other sport clubs. \$12/month hosting fee. SMHSC may participate in the partnership.
- l) Bingo Coordinator
- Provided verbal report. The Bingo Coordinator raised difficulties filling volunteer positions at Kensington bingo hall. Possible option to give bingos back to the halls. May look at splitting bingos with other clubs as an option in the future.
  - Provided verbal account of bingo revenue at Kensington. VP-Ops requested future reports on bingo revenue to enable the board to conduct an assessment of revenue generated from bingos.
  - Bingo Coordinator to retrieve annual report at upcoming Kensington meeting.

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- The President discussed potential of diversifying volunteer options in the future – providing members different volunteer options (bingos, chocolate sales, raffles).

m) Casino Coordinator

- Provided verbal update, currently working on setting up an online raffle (Rafflebox). Draw occurs 7 days after raffle closes.
- Chocolate sales – due to covid-19, chocolate orders delayed for approx. one month. 3-5 chocolate options to choose from. Every 25 boxes the club gets one box free. \$45 case profit. Chocolate fundraiser will be deferred for later date.
- Adherence to AGLC regulations – re: changes to the Bingo Coordinator position in the SMHSC bylaws (changed from a non-voting role to a voting role). These changes may result in a need to initiate the process of updating the SMHSC bylaws to ensure adherence to AGLC regulations. VP-Admin & Secretary awaiting return call from AGLC and will investigate the matter further.

5) Action Items from Previous Meetings

- In-person registration dates: Grand Trunk, September 9<sup>th</sup>, from 6pm-8pm.
- Motion made by the Communications Coordinator to spend \$20 on social media advertising for in-person registration. The Motion was seconded by the President and passed unanimously.
- Revisit draft SMHSC privacy policy at next board meeting.

6) Business Items

- Review of pre-season ice – Hockey Operations will be meeting next week to engage in season planning. Expecting grouping players into cohorts.
- Volunteer requirements – SMHSC volunteer policy was established last year.
  - A general discussion occurred about potential volunteer options and more flexibility for members. For example, potential to have new members (Timbit families) volunteer during Minor Hockey Week and Jamborees. 50/50 revenue is expected to recover a portion of the Club's financial shortfall. Additional fundraising options are currently under consideration.
  - Current volunteer expectation: 4 bingos for first registered player, two per additional child thereafter.

7) In Camera Items

None

8) Comments and announcements

None

9) Next meeting

- September 23, 2020, 6:00pm at KC Complex

10) Adjournment

- 9:00pm

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Action Items

- 1) Communications Coordinator to create a google share document, protected by personal password to log into account.
- 2) Ice Allocator to report on possible option to secure Garrison ice.
- 3) Bingo Coordinator to provide a report of members registered for bingos to the Registrar and President.
- 4) Bingo Coordinator to provide revenue report on Kensington bingo hall.
- 5) Casino Coordinator to set up online raffle.
- 6) Communications Coordinator to complete poster for raffle, develop description and advertise raffle on social media and website.
- 7) VP-Admin & Secretary to follow up with AGLC regarding SMHSC bylaws and adherence to AGLC regulation.
- 8) Board to revisit volunteer requirements at next meeting.
- 9) Communications to order more Nate the Great stickers; inquire on price.
- 10) Board to revisit SMHSC draft privacy policy.
- 11) VP-Admin & Secretary to send out policy to board members via email.