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# Windermere Valley Minor Hockey Association

P.O. Box 2848, Invermere, B.C. V0A 1K0

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## Minutes

### Monthly Meeting March 12, 2025 at 5:30pm Eddie Memorial Arena, Minor Hockey Room

#### Attendees (x) / Regrets:

<input checked="" type="checkbox"/> Gregg Walker	<input checked="" type="checkbox"/> Mike Dubois (Zoom)	<input type="checkbox"/> Richard Vernon
<input checked="" type="checkbox"/> Aldene Atkinson	<input checked="" type="checkbox"/> Danielle Galloway	<input checked="" type="checkbox"/> Lainey Wilson
<input checked="" type="checkbox"/> Christine Banham	<input checked="" type="checkbox"/> Laura Kipp	<input checked="" type="checkbox"/> Trina Wolfenden
<input checked="" type="checkbox"/> Jason Botterill	<input checked="" type="checkbox"/> Kari Saunders	

1. **Call to Order:** Meeting call to order at 5:37PM by Gregg Walker
2. **Approved Agenda:** Agenda approved by Laura Kipp and seconded by Kari Saunders
3. **Meeting Minutes:** Approved by email review and posted online Wednesday, March 12, 2025. Link: <https://www.windermerevalleyminorhockey.com/wp-content/uploads/sites/1819/2025/03/030525-Minutes.pdf>
4. **Correspondence:** Zone Program; how the team has been run and funds that are spent. Requesting EK to investigate this further and handle it.
5. **New Business:**
6. **Old Business:**
  - a. Annual AGM: Fire Hall Meeting Room, Wednesday, May 28, 2025 at 6:30 pm. Agenda is being reviewed.
    - Request nominations to be submitted prior to the meeting.
    - Christine to update the constitution of placing ads in multimedia from newspaper ads.
  - b. Annual Year End Award Ceremony: A few volunteers have come forward and are working through a few details. Gregg will provide further details when provided.
  - c. Tournament Teams and Fair Play: Capture a summary for tournament teams.
    - No update; Add to the agenda for June 2025.
    - Look into evaluations required for age groups U11 and up.
  - d. Board Composition - See Appendix A "Suggestion Board Composition" page 3.
    - Currently the communication is the board needs additional help and input at the board level. To review and revisit the suggested composition if needed in June.
  - e. Evaluation/Team Splitting Policy; Under review and currently be submitted for September 1<sup>st</sup>.
    - Include within the registration a level of commitment per player.
    - The board decides on the split to A/B and schedule evaluations.
    - Target is to continue with the 4 Ice times practices and launch an evaluation during a weekend within the second weekend of September (confirm ice options).
    - No evaluations at U7/U9.
    - Christine will update the policy with the changes brought forward regarding the removal of the parent vote and the decision the board will roll out.
  - f. Parent Meeting Format; Defer to August 2025
  - g. Prorate Policy; Completed and added to the policies. WVMHA policies will be sent out to the board for approval prior to the AGM.
  - h. Board Member Code of Conduct: Gregg and Trina to provide the board details for April.
  - i. Late Registration Policy: Completed and added to the policies. Updated policies will be forwarded to the board prior to the AGM for review.
7. **Approval by email:** No email approvals requested.
8. **Reports:**
  - a. **Ice Coordinator:**
    - i. Ice booking considerations for the 25/26 season:
      - August drop-in sessions.

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- Moving tournaments earlier (November / December).
- Power Skating – Up until Thanksgiving on Saturday's from U7 to U13
- U15/U18 Hitting Clinic.
- Canal Flats ice practice will be booked in advance for U11 and U13 potential split.
- Banner tournament weekends (2 weekends starting the last weekend of February).
- CANAL FLATS is home ice.
- Playdown weekend for all divisions. One weekend in January and the second in February. (This can be a full weekend blocked at 3 hrs. for all carded teams).
- U9 March Meltdown in Cranbrook is hosted the second week of March, WVMHA to provide full ice tournament the following week.
- ii. Process to request ice in Canal Flats: All ice to be scheduled through the Ice Scheduler.
- b. **Fundraising:**
  - i. Fundraising Bond; viable options: Laura to provide financial numbers for April.
    - Increase fees to \$100.00 and those that sell Purdy's become a bonus.
    - Keep the Fundraising Bond.
    - 50/50 be apart from this and what does this look like.
- c. **Equipment Manager:**
  - i. Equipment to be returned by all members of the team this includes pucks, first aid kits, goalie equipment, and Jersey's. Jason will reach out to coaches. All equipment is to be returned to their lockers. Send out an email for Jersey's to be handed in at tomorrows practice.
  - ii. Access to the equipment room: Due to a high volume of members and ongoing upkeep requesting that we approach the rink to install a keypad lock. Coaches will have access to this, however, if we continue to have issues, we can make the access group smaller. Lainey made a motion to support having the process started and requested a cost associated by email to get this started, seconded by Laura and all in favor.
- d. **Referees:**
  - i. Referee camp in Salmon Arm - July 31 to August 4. Ages 13-17; Focus on developing skating/officiating skills and leadership tools and Costs: \$735  
Link: <https://www.bchockey.net/officials/summer-officiating-schools>
    - Requesting two officials to be sponsored (1 Jr. and 1 Sr.)
    - The selection process would include receiving a written letter from applicants stating their desire to attend and their long-term intentions with respect to officiating.
    - What is the willingness to lead professional development to our organization. Share that wealth during the referee certification process.
    - Trina motioned the association will pay for the referee camp registration for both Jr. and Sr. referee. These participants must share their learning during the following referee certification process. Second by Laura and all in favor.
- e. **Treasurer:**
  - i. Provincial donation to increase to \$5000.00. This was not approved by the board as it is a substantial increase from the original \$2500.00, we have provided in the past. We do not believe we will be hosting provincials soon to provide a bigger increase.
  - ii. Ref Fee Approval: Motion by Gregg to increase the Referee rates to include U18F lines rate increase, seconded by Trina.
- f. **Website/Advertising:**
- g. **Coach Coordinator:**
- h. **Registration and Carding:**
  - i. 2025/2026 Registration

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- i. **Risk Management:**
  - j. **Discipline:**
    - i. Discipline Policy
  - k. **Female Hockey:**
  - l. **East Kootenay Minor Hockey Association (EKMHA) Update:**
    - i. Meeting update on March 9, 2025 - U18 & U15 Jamboree Showcase will continue for 25/26 season.
    - ii. U13 & U11 A teams are under consideration and all associations are to report back with feedback. WVMHA has submitted the request in favor.
  - m. **Zone Update:**
  - n. **Manager's Update:**
    - i. Manager's meeting March 13, 2025.
    - ii. Manager Handbook to be updated.
  - o. **Programs Update:**
    - i. First Shift Program
    - ii. Goalie Clinic
    - iii. Power Skating
    - iv. Dryland
  - p. **U7 Team Report:**
  - q. **U9 Team Report:**
  - r. **U11 Team Report:**
  - s. **U13 Team Report:**
    - i. Provincials Mar 16 to 19
  - t. **U15 Team Report:**
  - u. **U18 Team Report:**
    - i. U18 Fines.
  - v. **Female Team Report:**
    - i. U18F \$300 Fine. Due to admin errors.
- 9. Agenda Additions:**
- a. Add 2<sup>nd</sup> year U9 program to the agenda June 2025.
  - b. Mentorship program to the agenda July 2025.
  - c. Coach training refunds August 2025
- 10. Next Meeting Date:** April 9, 2025 at 6:00pm
- 11. Meeting Adjourned:** 7:38pm

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### **APPENDIX A - New Business / c. Board Composition**

#### **Suggestion for Board composition:**

At all times there must be one representative for each birth year in the Association. Each division is composed of two birth years; therefore, each division will have two individuals that sit on the Board (except for U18 which comprises three birth years, but there must be two representatives, minimum). Having more than two representatives is fine (and welcomed). There are Board positions that need filing and there is always the opportunity to “shadow” a position for a smooth transition if those Board seats are vacated. It is expected that a new Board member can only be a Director at Large for one year with the intent of taking on a Board position the following year (or shadowing a senior Board member to take over their position down the road. Some positions take more time to grasp than others and may take more than a year of shadowing to ensure continuity of the Board).

If there is no Board representation as outlined above, there will be no practice for those teams until the representative position is filled. For example, if there are not two Board representatives at each division prior to launching registration, there will not be an option for those divisions to register. There will be a note on the registration page that Board members are required.

As a Board member, you can only fill the quota of one child. For example, if you have multiple children in the association, your Board position will be assigned to the oldest child. Once they age out, you can move your position to that of the younger child(ren). On an emergency basis only, can a Board member act as the representative for the younger child(ren)’s division until a replacement is found (only one Board meeting can occur without a representative and then a new one shall take over or there will be loss of practice times).