



South Muskoka Minor Hockey Association
Board of Directors Meeting
169B James St. Bracebridge, ON
October 12, 2021
Location: Google Meet

Committee Members "R" is regrets

Sarah Geer	P	Andrew Guthrie	R	Kevin Babcock	P
Shannon Zedic	P	Curtis Morrison	P	Ryan Venturelli	P
Katie Peleikis	P	Lyndsay Jeanes	P	Mark Jennings	P
Sheena Besseau	P	Kristin Livingstone	P	Kristy Bonitatibus	P
Jody Somerville	P	Chrish Ledsham	P	Norm Webb	P
		Jeff Barnes	P		

Chair: Sarah Geer

Recorder: Katie Peleikis

Agenda Topics		Chair/Presenter
1. Call to order	Meeting is called to order at 6:34 pm on the 9th, of November 2021	Sarah Geer
2. Approval of Previous 3. Meeting	Minutes: October 12th, 2021 Minutes approval moved by: Jeff Barnes Second by: Norm Webb	
3. Board member Reports:		
3.1 President	<p>Covid Screenings - Managers: Managers are working very hard and doing a lot of extras. Thank you. We need to try and support them somehow if they need it. Now that we see how arenas are working the key important duties for managers need to be:</p> <p>Be at the door before the team shows up for practice and games (this seems to be a GH issue only). So if coaches want players 30 minutes before practice, managers need to be there as well. Managers ARE NOT allowed to let in the team. The arena staff are the only people who let people in. They are aiming to open the doors for you (in GH)</p>	Sarah

	<p>30 minutes prior. Coaches need to tell their players they are not allowed in unless they have been given a nod by their manager. This is to ensure that the manager is checking for the player's name on the screening form. If a parent/guardian is with them, they need to be on the list as well or they will be denied access to the arena. Managers MUST STAY until the last player/ parent/guardian is in. This means managers must find people to run the timeclock/game sheet. Managers will not have time to do this.</p> <p>Goalie committee meeting after the board meeting to discuss plans for the Goalie Program</p> <p>Board Feedback: Gravenhurst arena has had a clipboard with sign in sheet at the main doors with no staff and leaving the door unlocked allowing people to enter without screening or proof of vaccine.</p> <p>We need direction on players that are travelling outside the country and when they can return to hockey based on age and vaccination.</p> <p>Action Items for next meeting: Follow up with Gravenhurst on staff to ensure entry is monitored - reschedule goalie program meeting - set up Jamboree committee - Meet with Sheena & Kevin to discuss unused ice and payment - Review game sheet I pad requirements and costs with Andrew & Sheena - Obtain travel return to play requirements from OMHA & Health Unit</p>	
3.2 Vice President	<p>Covid vaccination deadline was Oct 31. All players and Bench staff should have shown proof. Reminder that if teams are adding on ice help- they also need VSS and Vax proof I have been able to collect most Volunteer VSS'.. seems to be about a 3 week wait, so some of the newer volunteers are still waiting. Google form screening is going ok- it's a work in progress.. Ryan Smith has been extremely helpful in breaking each division into their own tabs etc. I would like to get the year end banquet together to at least set a date and get a place for it set. On the committee is Sheena, Andrew, Jeff, Chris and Sarah- is there anyone else? John Pokocky has reached out asking if he is allowed in arenas- if he is he will reach out to teams as usual for game shots. But also- is there room in the budget to get the individual pictures done? \$2600 approx- going by 2017-2019 invoices</p> <p>Action Items for next meeting: Outstanding vaccine receipts and VSS requests to Jeff & Chris - Meet with Sheena to discuss budget for pictures</p>	Shannon
3.3 Secretary	<p>Managers all have access to their team sites and have been given "how to" instructions for updating scores, articles and events. Sportzhead App has a great deal of set up on the backend. Given website subscriptions are all functioning and the workload for most has been quite high this year, I don't suggest we implement this option until next year. Covid-19 tab is updated but we still need information for the Baysville arena.</p> <p>Action items for next meeting: Bylaws</p>	Katie

3.4 Treasurer	<p>Nothing to report. Working on refunds via e transfers which we have reached our monthly max. Sorting out how to avoid this in future.</p> <p>Action Items for next meeting: Meet with Kevin & Sarah to discuss unused ice and payment - Finalize golf details with Jody - determine tournament fee collection with Lyndsay</p>	Sheena
3.5 Director of Public Relations	<p>Our bardown swag store is now closed. We sold approx \$10,000.00 in clothing which will be shipped in time for Christmas. The association will be receiving a cheque for 10% of total sales. We were originally supposed to get 5% but I negotiated for 10% :). I've also asked for them to send us a few hoodies and hats to be given out for the player and volunteer recognition program.</p> <p>Our swag stock in the office is still for sale and sales have been made. We still have lots of hats, bells, large adult hoodies and small youth, warm up shirts and pants. Please spread the word. Money going directly to Sheena via e transfer.</p> <p>Team and individual fundraising opportunities are now live on our website. Don's Bakery closes on November 22nd and pick up is the first week of December. Chicken on the Run is ongoing until December 31st.</p> <p>Have all invoices been received from the golf tournament? Any news on proceeds? Are we missing any hole sponsorship money? Cheque from Highlands was for \$2,700</p> <p>Possible Little Cesars fundraiser for February.</p> <p>Action Items for next meeting: Post an article to thank Bears families for supporting swag shop - Finalize golf details with Sheena and post an article with total amount raised - Discuss Fire & Ice/Skatethon with Mark & Kevin</p>	Jody
3.6 U9 Local League Director	<p>U5 players are progressing, we have a more consistent group of parents helping, with 2 working on their coach and trainer certificate. Continuing to work on getting more adults involved (4-5 on ice is the goal).</p> <p>U7 players are continuing along their program path, good group of parents supporting. They all have Jerseys.</p> <p>U9 Rep has proceeded through tryouts with 26 players trying out and 17 selected players. Jaime Fox was hired from U9 LL to take on coaching duties for U9 Rep, starting Nov 1, 2021.</p> <p>U9 LL was made up of 6 teams and 78 players. Following the U9 Rep selection, U9 LL condensed to 4 teams, of ~15 players each (~60 Players) and U9 REP. One player was withdrawn from U9 due to the requirements for Vaccinations to enter the arena.</p> <p>U9 LL is in need of Goalie equipment asap as well as U7</p> <p>U9 LL is also adjusting the bench staff for the 4 teams as some of the U9 REP players had parent volunteers.</p> <p>Some minor schedule changes have been implemented for U9/U7 so that we can make use of the ½ ice boards in Gravenhurst.</p> <p>What is the status on I Pads for game sheets for LL?</p>	Chris

	<p>Action Items for next meeting: Jamboree committee - work with Curtis on goalie equipment for U7 & U9</p>	
<p>3.7 U18 Local League Director</p>	<p>1. Manager meeting held with approx 50% attendance - clear directions given for manager responsibilities (thanks Kristin for hosting). Tournament process SOP emailed to all coaches and managers - thanks Lyndsay for creating SOP. >>LT action item - LL SOP's created to smooth onboarding and early season efficiency</p> <p>2. Collapsed U13 and U15 teams from total of 3 into 2. Lack of goaltender and lack of parent volunteers the issue in both cases. All bench staffs in favor of the move before and since. Some parent objections due to player ice time. Result will be full ice practice (not half ice), more practice times and more games for players. Game times 10-15-15 for U15. >>Still dealing with parent complaint resolutions at the board level >>LT action item - establish formal criteria for teams - minimum requirements, ideal sizes, etc.</p> <p>3. Jersey issues - not enough for the larger teams. Shortage conveyed to Curtis to be ordered. AK mistake of double order for U13 Muskoka Chrysler, but no U15 HRC - works out ok - U15 HRC was one of the teams contracted. Have unused U13 Wes Finch team jerseys. Action item - need sponsor plan of action for both sponsors regarding immediate damage control and future remediation of sponsor dollars. >>LT action item - create a formal sponsorship solicitation, engagement and management plan</p> <p>4. Scheduling roll out was chaotic. Was uploaded at 5:30pm Friday for games to be played at 8pm in Parry Sound. Week 2 is better and then remainder of schedule still to come. Will likely be ongoing conflicts to resolve as tournaments present themselves and issues arise.</p> <p>Action Items for next meeting: Collect all old jerseys and return to Curtis</p>	<p>Jeff</p>
<p>3.8 Equipment Director</p>	<p>Jerseys/socks have arrived and have been handed out. Working with the teams and AK to get the best sizing adjustments we can. Prosocks came as mostly adult large and will need to be exchanged for some mediums.</p> <p>AK has agreed to take the jerseys back for replacement of U13 rep. Rest of jerseys will be resized as the goalie ones appear to be the only real concern. Compiling a list of missing jerseys from the order, as well as extras now needed due to consolidation of teams and other teams taking more than 3 full lines. AK will not commit to a timeline for replacement jerseys but advise they are making it a priority. Hopefully they will arrive in under 3 weeks.</p> <p>Priced out goalie equipment online. Will be an expensive investment but is likely needed.</p> <p>Over budget on equipment this season. Would like to implement policies to track equipment and install new locks with only board members having keys/codes.</p> <p>U15 Rep Jerseys - sponsor bars need to be replaced - Tabitha quoted \$30 per set of jerseys which seems to be the most affordable and quick turn around.</p> <p>Remaining teams needing sponsors and player names can also be done by Tabitha. Screening will cost \$20 per jersey for both name and sponsor. Names will be done through individual teams.</p>	<p>Curtis</p>

	<p>Action Items for next meeting: Work with Chris on goalie equipment for U7 & U9</p>	
<p>3.9 Tournament Director</p>	<p>At this point, all of the refunds to the teams who were in our three vacated tournaments have been paid back. Thanks to Sheena for processing all those and Sarah for signing off. We did find out through this process that we have a limit on the number of e-transfers our organization can send within a certain time frame, so the payments were somewhat delayed.</p> <p>The U-18 tournament proceeded as scheduled on October 22nd - 24th in Gravenhurst. While the first game was chaotic in terms of the arena and entry of the teams, the rest went fairly smoothly. One ref was injured in the game and he required surgery however it should be noted that the injury was not player related. The Board has agreed to get a gift basket and card to express our best wishes. I will deliver once I connect with Norm on a date, perhaps this Thursday if that works. Am just sorting out the finances for that tournament and will have a final profit amount for the next meeting.</p> <p>I am advised by Kevin Babcock that we need any vacated ice time from the cancelled tournaments for regularly scheduled games given the way the season is progressing, so I have not reached out to the coaches to ask for any input on what to do with that ice time.</p> <p>We need to determine the best way to collect tournament fees. It is likely to labour intensive to have Sheena receive payment directly as there will be confusion as to what players have paid. Should managers collect and submit to Sheena in one amount?</p> <p>Action Items for next meeting: Jamboree committee - determine tournament fee collection with Sheena</p>	<p>Lyndsay</p>
<p>3.10 Off Ice Officials and Volunteer Coordinator</p>	<p>Held a virtual managers meeting with about 50% attendance. Still answering some minor questions but seems to be going more smoothly. Receiving some reimbursable expenses/receipts which I am tracking and have shared with Sheena to follow up with reimbursement. What is the timeline expected for reimbursement once I have shared that with Sheena? Hoping to schedule a game sheet/time clock virtual meeting with Norm and managers next week.</p> <p>Board Feedback: Some teams are not following the “two deep” policy ensuring there are two bench staff present in the dressing room at all times and until the last player leaves.</p> <p>Action Items for next meeting: Work on time sheet clinic with Norm - set up game clock clinic, possibly done by Andrew or Kevin's son - Send minutes from managers meeting and include: must stay at the door until game time to screen all spectators, can't do covid screening and timesheet/clock, must have two bench staff in the dressing room with players at all times, March Break closures (teams can have ice time but it won't be mandatory for players to attend)</p>	<p>Kristin</p>

3.11 OMHA Director	<p>Nothing to report. Working on rosters. Will not have games scheduled on either weekend of March break. The finale weekend will be March 25th for rep teams. We are planning to schedule the season so games are all done and we have some time to make up anything missed due to weather.</p> <p>Action Items for next meeting: Follow up with Chris & Jeff about game sheet I Pads for LL - I pad for U9 Rep</p>	Andrew
3.12 Ice Scheduler	<p>Still scheduling LL and fixing games...ongoing process that should be resolved this week...Will be compiling an open ice email this week once things settle for unused ice.</p> <p>What is the status on hosting a jamboree? Would be for U7 & U9 using their back to back ice times for practices. Two games each in one day with no semis or finals involving local associations only. Possible concern with ice time availability in second season.</p> <p>Spoke to Tim in Bracebridge, we are now only getting charged for the ice time that we use. Would like to back ice time up to avoid having ice sit empty. We still pay for unused time in Gravenhurst.</p> <p>LL finale is March 5th & 6th</p> <p>Goalie clinic ice time needed during the week. There is some time on Fridays that would allow an hour every week from now until March.</p> <p>Action Items for next meeting: Jamboree committee - Meet with Sheena & Sarah to discuss unused ice and payment - Discuss Fire & Ice/Skatethon with Jody & Mark</p>	Kevin
3.13 Player Development Director	<p>Nothing to report. This year development is a challenge with the constant change in schedules and only being able to enter 15 mins prior to icetimes. Will be looking into more development sessions in the new year when schedules are more stable. Need to work on goalie development.</p> <p>Board Feedback: Preads use regular practice times to do one on one goalie training. Sheena knows a few people that would be willing to come to practices to facilitate.</p> <p>Action Items for next meeting: Goalie development committee - Ryan, Norm, Mark, Sarah, Kevin & Jody</p>	Ryan
3.14 Sponsorship Director	<p>Hoping to get the remaining sponsors names on some jerseys. A board member for the fire and ice festival reached out asking if SMMHA will host an event. We have done radar in the past and could consider road hockey. Many teams are away that weekend and it may be difficult to find volunteers. Only ice time Jan 29th is after 5pm.</p> <p>Action Items for next meeting: Discuss Fire & Ice/Skatethon with Jody & Kevin</p>	Mark

3.15 Registrar	<p>Registration is now closed for the season. Refunds have been completed for those that chose to withdraw for various reasons. At this point anyone else that chooses to withdraw will follow the manual of operations refund schedule.</p> <p>Action Items for next meeting:</p>	Kristy
3.16 Referee in Chief	<p>-Hand shakes at the beginning of games now. Players to use fist pump</p> <p>-Aware of 3 new officials taking the entry level clinic</p> <p>-Game sheets / clock: A few issues but for the most part it has been good. Stay the course we are on and if anyone would like a refresher, I can deal with that.</p> <p>-E transfers are going good. All officials are aware that we will not be going back to cash</p> <p>- Should implement a trial referee opportunity where people can attend a scrimmage before registering for entry clinic</p> <p>- Midget tourney went well, improvement in penalty minutes</p> <p>- Ref injury in midget tournament was a freak accident where he just caught an edge. Is a simple break and recovering from surgery.</p> <p>Action Items for next meeting:</p> <p>Work on game sheet clinic with Kristin</p>	Norm
4. COMMITTEE Reports (as needed)		
4. Committees		
5. Motions (as needed)	<p>Moved by:</p> <p>Second By :</p> <p>Moved by</p>	
6. Correspondence		
7. Nomination or election of Officers or Directors (As needed)		
8. New business/other business		
9. Meeting adjournment	Meeting called at 8:40 pm	
	<p>Next meeting: December 14th, 2021</p> <p>Location : TBD</p>	

