

Board of Directors Meeting

DATE: January 21, 2025

LOCATION: Google Meet

TIME: 7:30 pm

ATTENDANCE: Ian Fleetwood, Donna Perman, Kelly Chaplin, Angie Wayland, Jessica Werk, Leah Kulas, Laura Reaney, Joseph Toronyi, Genai Loudon, Jeff Bow, Geoff Dawson, Karla Easingwood, Meredith Walker

REGRETS: Lisa Parkes, Maegan Thompson, Angela Harvie, Andrea Carey, Laurie Wishart, Jordan Sundher

EXCUSED: Lyndsie Armstrong

ABSENT: Judith Hales

1. Call to Order - 7:38 pm
2. Approval of Agenda - (Genai Loudoun / Kelly Chaplin - Approved).
3. Review and approval of minutes from November 26, 2024 (Donna Perman / Leah Kulas - Approved).
4. eVotes since last meeting
 - a. Motion to approve a \$1000 donation by CRFMHA to KidSport Greater Victoria in support of its 25 for 25 matching fundraiser - carried 17-0 with 1 abstention
5. Business arising from Minutes:
 - a. July 16, 2019
 - i. Trademark the team name "Victoria Reign" (Lisa) - PENDING
 - b. August 11, 2020

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- i. Circulation of third party request guidelines (before the officers)-
PENDING
- c. September 21, 2020
 - i. Hiring of Administrative Assistant (Ian) - on the schedule for this year now that we have the grant - PENDING
- e. November 21, 2023
 - i. Board approval of Participant Protection, Tournament, and Third Party Requests Policies (Donna) - PENDING
 - iv. Prepare EDI and Dispute Resolution Policies (Donna) - PENDING
- f. June 18, 2024
 - i. Apply for BC Hockey \$5,000 per-Female Zone funding (various Directors) - LAST CHANCE
 - ii. Create specific registration categories and instructions for returning players/transfers (Ian/Laurie) - PENDING
 - iv. Get all policies currently in draft form into final form and adopted (Governance) - PENDING
 - v. Consider adding a rule into the Manager's Manual about A's and C's (Laura) - PENDING
- g. July 21, 2024
 - i. Coach's Manual (Jordan) - PENDING
- h. September 3, 2024
 - i. Send out Participant Protection Policy for an e-vote (Donna and Ian) - PENDING
 - ii. Send out call for members for the Awards and Scholarship Committee (Laura) - PENDING
 - iii. BC Hockey Championships 2024 Sponsorship Recognition reminder (Ian) - PENDING
- i. October 15, 2024
 - i. Decide by March 15th whether we will put in any rule changes regarding U13 Development to the VIAHA AGM - PENDING
 - ii. Circulate and conduct e-vote on budget (Ian) - DONE
- j. November 26, 2024 - DONE



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- i. Consider the development of AA programming (Hockey Operations Committee) - DONE
- ii. Create a reference document for gifts for guests. and line items in the budget (Andrea) - PENDING

6. President Report

- a. Hockey Canada Update
 - i. Game Change preparations - Since it is scheduled to be completed by March, we are likely getting short notice, so Ian will reach out to key Directors about preparing messaging for this project.
- b. BC Hockey Update
- c. VIAHA Update
 - i. See attached notes (Donna attended VIAHA Executive Committee on Jan 12). Donna spoke about the meeting and highlighted the new visor tinting rule. The link to the VIAHA Female Development Coordinator report was also added to the "chat" for those interested.
 - ii. Dual Roster - South Island Presidents have been asked to discuss Dual Roster. Most continue to favour it. No impact on CRFMHA teams since DR players must have Reign as their first priority team.
- d. PCAHA Update
 - i. Interlock - Geoff Dawson attended PCAHA Female Committee meeting on Jan 11 in Burnaby. Key messages were that PCAHA teams will not come to the Island for a single game (which is already in the Terms of Reference); PCAHA teams are willing to do a loop (arrive at one ferry terminal and leave from another), which may create scheduling efficiencies; PCAHA would prefer if Island representatives scheduled the games on the Island.
 - ii. Female AA - Hockey Operations Committee is in favour of exploring and pursuing AA Female, but it will take approval at the District level (VIAHA) as well as PCAHA, since they are the actual host of AA Female (not BC Hockey).
- e. Local MHAs update
 - i. Nil significant
- f. Correspondence
 - i. Resignations
 - 1. Andre Wuest - Dec 1, 2025

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2. Glenn Wagner - Dec 21, 2025
 - a. Geoff Dawson will cover the VP Hockey Operations position for the remainder of the board cycle.
 - ii. U15-TT Review
 1. Members asking questions about the funding and cost of the U15-TT citing confusing information coming to parents from the team staff. May require internal review to ensure all costs are being captured and recovered. As a development program, it is cost recovery with no part of it covered by regular season registration fees.
7. Administration Committee Report (VP Administration)
- a. Governance -
 - i. Policy Review session on January 19. Several items nearing completion:
 1. Third Party Requests
 2. Participant Protection Policy
 3. Job Description for an Administrator
 - ii. VIAHA EXecutive Committee attendance
 - iii. Generated registration reports for recovery of outstanding fees
 - iv. Set up program registration portals for some development programs (Overtime and U7-U9 development).
 - b. Safety and Risk Management
 - i. ePact going well
 - ii. Buddy Check for Jesse is complete
 - c. Managers
 - i. Photo retakes rescheduled; will be rebooked at Pearkes;
 - ii. Awards Committee nearly set. It is partly a promotional event, so Director of Promotion should be on Committee
 - d. Referee in Chief
 - i. Assignments - As an effect of losing female referees to high performance assignments, we are down to approximately 84% of games being officiated by all-female crews (from 95% last season)
8. Hockey Operations Committee Report (VP Hockey Operations)
- a. Coaches - Selected / offered to 4 coaches for Reign Spring Hockey



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- b. Development - New program opened and is full with some admitted from the wait list.
 - c. Goaltending - Need for one coach from each team to take the online Goaltending Level 1 coaching course as per Development Policy.
 - d. Recreational Hockey - review of Nanaimo tournament performance
 - e. Competitive Hockey - no need for tryouts/evaluations for Reign Spring Hockey
 - f. Referee in Chief - ongoing shadowing; Gap in Level 1 refs getting games; some scheduling challenges when there are 3 Reign home games at the same time (i.e. Saturday nights).
9. Public Relations Committee Report (Secretary)
- a. Communications
 - b. Brand -
 - c. Special Events - Banquet will be on April 13 (same caterer) @ ABSC; getting some other catering quotes just to be sure.
 - d. Promotion -
 - i. GVFS Victoria Day Parade application is in;
 - ii. Setting up some in-school promotions at Saanich Schools
 - iii. Upcoming WHL Royals nights should allow some promotion of CRFMHA/Reign
 - 1. Pink in the Rink (Feb 14)
 - 2. Women in Sport Night (March 7)
 - e. Recruitment & Mentoring
 - i. >67% conversion from Nov/Dec First Shift
 - 1. 31 of 45 registrants
 - a. 29 in Overtime! program
 - b. 2 registered directly on to teams
10. Financial Report (Treasurer)
- a. Registration
 - i. In December we had >\$20, 000 in outstanding registration fees, Rep and Development Team fees.
 - 1. Concerted effort by Kelly, Donna and Laurie to notify members
 - 2. After a few emails in Dec and Jan, it was down to \$8,000



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3. Final reminders with possibility of suspension were sent last week (from president@).
 - a. Most members have now paid; few remain
 - b. Revealed some shortcomings of the Spordle system and some of the language used on their notifications has potential for misinterpretation
 - c. Solution for next year will be for all payments to be scheduled, rather than leaving it for the member to manually make a payment.
 - b. External Funding
 - i. Chuck a Puck - Feb 14
 1. Need a few prizes and volunteers from each team
 2. Ian will email Managers this week
 - ii. Raffle Box 50/50 begins Feb 1 - March 1
 1. Need to promote
 - a. Include non-parent BoD
 2. List of player emails for Raffle Box
 - iii. Importance of compliance with rules/regulations for gaming licenses
 1. needs to be included in Managers Manual going forward.
 - c. Tournaments
 - i. Jamboree Dec 30-31: Great attendance; Good feedback
 - ii. Family Day Ice Fest (U18-C): Well prepared - schedule; gaming license
 - d. Ice
 - e. Equipment
11. New Business
- a. New award request - **Youth Volunteer of the Year** (Donna Perman / Kelly Chaplin - approved).
 - i. Criteria: A youth volunteer (aged 4-21 years) who has demonstrated outstanding citizenship/mentorship in their hockey community and/or the community at large. This youth is being recognized as a leader, role model and inspiration for other players as well as an ambassador for the Association and for female hockey generally.

- ii. **ACTION:** Laura will review with Maegan (who suggested the award) regarding sourcing a permanent trophy or plaque, in advance of Awards for this season.

- 12. Google Calendar Review
 - Hockey Canada "Game Change" production - TBD
 - Victoria Royals Hockey Fest - Jan 26, 2025
 - Finance Committee - January 27, 2025
 - Public Relations Committee - February 4, 2025
 - WHL Royals PINK IN THE RINK Chuck-A-Puck - Feb 14, 2025
 - Officers Committee - February 11, 2025
 - Hockey Operations Committee - February 18, 2025
 - Administration Committee - February 25, 2025
 - Board Meeting - March 4, 2025
 - WHL Royals WOMEN IN SPORT NIGHT - March 7, 2025
 - Victoria Hockey Legacy Society 'Century Celebration' - March 27-30, 2025
- 13. Adjournment (Laura Reaney / Donna Perman - Approved) @ 20:35

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