

Board Transition Meeting

DATE: May 6, 2025

LOCATION: Google Meet

TIME: 20:00

ATTENDANCE: Lyndsie Armstrong, Matthew Billinghamurst, Chandra Berkan-Hozempa, Andrea Carey, Geoff Dawson, Karla Easingwood, Ian Fleetwood, Judith Hales, Angela Harvie, Amanda Leitch, Lisa Parkes, Donna Perman, Laura Reaney, Jordan Sundher, Maegan Thompson, Meredith Walker, Amanda Watt, Angela Wayland, Jessica Werk, Lindsay Wilson, Laurie Wishart.

REGRETS: Kelly Chaplin, Genai Loudoun

ABSENT: Jeff Bow, Leah Kulas, Joseph Toronyi

1. Call to Order 20:02
2. Announcement of Board positions
 - a. President - Ian Fleetwood
 - b. Treasurer - Kelly Chaplin
 - c. VP Hockey Operation - Geoff Dawson
 - d. VP Administration - Laura Reaney
 - e. Secretary - Maegan Thompson
 - f. Communications - Angela Harvie
 - g. Special Events - Angela Wayland
 - h. Safety and Risk Management - Joseph Toronyi
 - i. Coaching - Jordan Sundher
 - j. Competitive Hockey - Jeff Bow
 - k. Equipment - Meredith Walker
 - l. Development - Genai Loudoin
 - m. Tournaments - Lyndsie Armstrong
 - n. Goaltending - Amanda Leitch
 - o. Governance - Andrea Carey

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- p. Recreational Hockey - Matthew Billinghamurst
 - q. Managers - Amanda Watt
 - r. External Funding - Chandra Berkan-Hozempa
 - s. Promotion - Lindsay Wilson
 - t. Ice Management - Jessica Werk
 - u. Registrar - Karla Easingwood is considering it and will decide within a couple days
 - v. Recruitment and Mentorship - Vacant
 - w. Referee in Chief - Vacant
 - x. Referee Assignor - Vacant
3. Portfolios in transition
- a. Lisa Parkes (Secretary)
 - i. Trademarking in process
 - ii. last 2 eVotes recorded for inclusion in next BoD minutes
 - iii. Realignment of some duties to Secretary (as per Bylaws) that have traditionally been handled by VP Administration, just based on historical practices.
 - b. Donna Perman (VP Administration)
 - i. Annual Registry filing due within 2 weeks of AGM
 - ii. Update internal listing of Directors and Committees
 - iii. Annual filings - Domain names (GoDaddy)
 - iv. HCR Spordle access - input registration fees, Program fees, set up online stores, referee assignments
 - v. Policies - Diversity, equity and inclusion; Dispute Resolution; Tournaments among others
 - vi. Update to Managers Manual
 - c. Geoff Dawson (Recreational)
 - i. Monitor registration
 - ii. Review U9 Division
 - iii. Will set meeting with Matthew
 - d. Laura Reaney (Managers)
 - i. Information sheet for U7/U9 parents (new-to-hockey)
 - ii. Choose photo contractor and book facility



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- e. Jessica Werk (Promotion)
 - i. Victoria Day Parade
 - ii. Gorge Canada Day Picnic
 - iii. Sidney Family Fun Fest (Canada Day)
 - f. Judith Hales (Tournaments)
 - i. Start early with sanctioning and hotel bookings
 - ii. Has already been in communication with Lyndsie
 - g. Registrar (Laurie Wishart) - deferred (Karla not yet on the call)
 - h. Vacant Portfolios - deferred
4. Acknowledge outgoing Directors and Officers
- a. Will be offered an institutional address firstname.lastname@crfmha.ca should they wish to be available to support the incoming Director.
5. VIAHA Annual General Meeting
- a. Need 4 voting delegates:
 - i. One per VIAHA Director (i.e. MHA President)
 - ii. One per MHA
 - iii. Two for an MHA with 16-30 teams (U11 and above; excludes Tournament Teams)
 - b. RSVP date is May 15
 - c. Meeting date is May 25 at nanaimo Golf Club (11:00 - 2:00 or so)
6. BC Hockey Summit (June 6-7; Whistler)
- a. Format changes reviewed - No AGM, just trade show, seminars and networking
 - b. CRFMHA has 4 hotel rooms booked
 - c. Seminars include:
 - i. Officiating (Suggest: RIC, Referee Assignor +/- VP Admin; VP Ops)
 - ii. Registrar Training (Suggest: Registrar, Administrator)
 - iii. Dispute Resolution (Suggest: President, VPs)
 - iv. Player Retention (Suggest: VP Operations, Director of Competitive)

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7. Plan for vacancies
 - a. Recruitment and Mentorship
 - i. Priority due to:
 1. Esso Fun Days in June at Westhills
 2. THREE approved NHL/NHLPA First Shift Programs
 - a. FALL / WINTER / SPRING
 - ii. Possible Options:
 1. Small committee of coordinators (non-Board members)
 2. Pay an honorarium to the lead instructor to run 6 sessions
 3. Cross coverage by existing Directors
 - b. Referee In Chief
 - i. Leah is undecided on whether she will consider returning
 1. Ian summarized all the work she did in building a stand alone program, which was the last pillar allowing the CRFMHA to function autonomously from other local MHAs. Her efforts will be a tough act to follow if she opts not to seek re-election.
 - ii. RIC is required by District and Branch.
 - iii. Will need to advertise through email list, social media.
 - iv. Consider also going through BC Hockey SIOC, if necessary.
 - c. Referee Assignor
 - i. New position conceived to lighten the load for RIC
 - ii. Will need to advertise as above
8. Review meeting cycle for Board and Committees
9. Other
 - a. Buccaneer Days
 - i. We are trying to increase exposure in Esquimalt with a community engagement booth at Buccaneer Days (May 10-11).
 - ii. Information table; handbills
 - iii. Encouraged Esquimalt residents to participate
 - iv. Several 1 hours shifts remain available
 - v. Ian will ask BoD if anyone can cover shifts
10. Adjournment @ 21:00



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