

Board of Directors Meeting

DATE: June 10, 2025

LOCATION: Google Meet

TIME: 20:00 hrs

ATTENDANCE: Jeff Bow, Geoff Dawson, Karla Easingwood, Ian Fleetwood, Angela Harvie, Maegan Thompson, Jessica Werk, Genai Loudoun, Andrea Carey, Lyndsie Armstrong, Amanda Watt, Lindsay Wilson, Amanda Leitch, Kelly Chaplin, Meredith Walker, Angela Wayland

REGRETS: Chandra Berken-Hozempa, Laura Reaney, Matt Billingham

ABSENT: Jordan Sundher, Joseph Toronyi

1. Call to Order - 20:02 hrs
2. Agenda approved - Dawson/Wilson (carried)
3. Review and approval of minutes from:
 - a. March 4, 2025 (Board of Directors Meeting) - Harvie/Dawson (carried)
 - b. April 30, 2025 (Board of Directors Meeting) - Werk / Harvie (carried)
 - c. May 6, 2025 (Board Transition Meeting) - For information only.
4. eVotes since last meeting
 - a. To accept the Participant Protection Policy v2.0 (April 24, 2025) - (Ian Fleetwood / Donna Perman). Carried 9-0-0
 - (NOTE: 2 additional votes in favour were received after the eVote expired).
 - b. To accept the 2025 Registration Policy (April 26,, 2025) - (Ian Fleetwood / Geoff Dawson) - Carried 12-0-0
5. Business arising from Minutes:
 - a. July 16, 2019

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- i. Trademark the team name “Victoria Reign” (Lisa Parkes) - PENDING
- b. August 11, 2020
 - 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
- d. November 21, 2023
 - i. Board approval of, Tournament, and Third Party Requests Policies (Donna - Transfer to Laura) - PENDING
 - ii. Prepare EDI and Dispute Resolution Policies (Donna - Transfer to Laura) - PENDING
- e. June 18, 2024
 - i. Get all policies currently in draft form into final form and adopted (Governance) - PENDING
 - ii. Consider adding a rule into the Manager’s Manual about A’s and C’s (Laura) - PENDING
- f. July 21, 2024
 - i. Coach’s Manual (Jordan) - PENDING
- g. September 3, 2024
 - i. BC Hockey Championships 2024 Sponsorship Recognition reminder (Ian) - PENDING
- h. November 26, 2024
 - i. Create a reference document for gifts for guests. and line items in the budget (Andrea) - PENDING - to be incorporated into Brand and Representation Policy.
- i. January 21, 2025
 - i. Include info about compliance with rules/regulations for gaming licenses in Manager’s Manual moving forward (Laura) - PENDING
 - ii. Source a permanent trophy or plaque for the Youth Volunteer of the Year award in advance of Awards for this season (Laura with Maegan) - PENDING

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- j. March 4, 2025
 - i. Draft a roster rule regarding eligibility for District playoffs (Kelly)
 - ii. Add a “Reign Raves” section to the website (Angela)

- 6. President Report
 - a. BC Hockey Update
 - BC Hockey Female Zone Funding
 - 1. Grant for June and Aug EFD support submitted
 - 2. Other opportunities:
 - a. Battle of the Biscuit
 - b. Pathway to Hockey program (aka Overtime!)
 - BC Hockey Fred Heslep Minor Hockey Awards
 - 1. Tracey Thompson
 - Report from BC Hockey Summit (June 6-7)
 - 1. Geoff Dawson, Jeff Bow and Ian Fleetwood attended. Good meeting. Sessions on governance, dispute resolution, fundraising. Report generated and will be shared.
 - BC Hockey Awards
 - 1. BC Hockey Coach of the Year: To be announced on BCH social media this week
 - Determine delegates for BC Hockey AGM (June 25)
 - 1. Ian to inquire regarding the number of delegates. No information forthcoming so far.
 - I-SPARC participation (June/July 2025)
 - 1. Hybrid with some fixed ZOOM times and other work at own pace course, two all day in-person meetings. Has been circulated to the Board. Please attend if you can.
 - b. VIAHA Update
 - Report from VIAHA AGM
 - 1. Attended by Ian Fleetwood, Geoff Dawson and Karla Easingwood.
 - 2. Most resolutions passed were housekeeping; none seemed controversial
 - VIAHA Awards
 - 1. Coach OTY - Tracey Thompson
 - 2. Youth Volunteer OTY - Jensen Butcher
 - c. PCAHA Update

- Terms of Reference for Interlock under review - Ian to follow up
- d. Local MHAs update
- e. Correspondence
 - Players Voice - Player project wanting to give Player's Voice. Will involve potential bylaw revision - Admin Committee to review.
 - Canadian Tire / JumpStart offer - recent contact from offering one week in July a 70% off sticker price promo at Sport Check for volunteers and option to extend to all players
 - SEAPARC Strategic Plan - Circulated earlier today and forwarded to the Board. Includes renovations to existing rink and a second ice surface as relatively high priority, but report also indicates implementation will depend on cost.
- f. CRFMHA Issues
 - Board vacancies - Plan will be to advertise vacancies through email to membership and social media posts, with a plan to hopefully be in a position to host a Special General Meeting for the purposes of an election prior to the season starting.
 1. Director of Recruitment and Mentorship
 2. Referee in Chief
 3. Referee Assignor
 - Merchandise Committee - Will need to meet in June/July in order to make updates to Reign Gear online store and determine an Association-level custom merch (fundraiser) +/- a giveaway item for the Welcome Back event.
- 7. Administration Committee Report (Ian on behalf of VP Administration)
 - a. Admin Committee has not yet formally met.
 - b. Admin Committee priorities for the season include:
 - Updates to the Managers Manual
 - Completing several new policies that are in various stages of preparation, including:
 1. Third Party Requests
 2. Tournament
 3. Diversity, Equity, Inclusion
 - Minor (housekeeping) updates to several policies:
 1. Communication
 2. Brand and Representation

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3. Equipment Use
 4. External Funding
 5. Volunteer Screening
 - Advertising for and recruiting Referee Assignor
8. Hockey Operations Committee Report (VP Hockey Operations)
- a. RIC
 - Vacant
 - b. Coaching
 - Coaching survey was sent out
 1. Survey responses are being compiled and will be sent to coaches shortly
 2. Feedback sent will include their average score and a summary of comments
 - Competitive coaches have been selected and announced
 - Coaching applications will soon be open to all coaches
 - c. Development
 - Spring
 1. Reign Spring Hockey is over. Tournament results were not that good, but the teams had fun. Debrief over the coming months to reevaluate the program moving forward
 - Summer:
 1. Reign Elite Skills Camp
 - a. August 8 ,9, 10
 - b. Divisions - U11, U13, U15
 - c. Pearkes Ice, Fieldhouse, and meeting rooms are secured
 - d. Schedule and budget are in the process of being finalized
 2. Next up: Planning for Rep Prep and Bust the Rust
 - d. Goaltending
 - Amanda has been going through gear in locker, spreadsheet started for inventory, repairs happening at home
 - Order is in for 2 sets of gear
 - Looking for ice for First Shift-type program for new goalies

- Working on a proposal for a comprehensive in-season goalie development plan to include weekly sessions for all goalies, competitive team specific sessions, and U11 and younger development opportunities
 - e. Competitive
 - Player Evaluation Policy has been updated. It will go to the Officers next. Once approved, it will make its way to the Board for approval, hopefully in advance of our next BoD meeting
 - Preparing for tryouts - Budget, Schedule, Evaluators, Technical Package, etc.
 - f. Recreational
 - Primary focus is on team formation - Squads are starting to take shape. U9, U11, and U15 will all likely see an extra team this coming season. U18 and U21 could as well depending on how registration unfolds over the summer.
 - U9 Programming remains at the forefront of discussions. Several options are still under consideration for this division.
9. Public Relations Committee Report (Secretary)
- a. Recruitment & Mentorship
 - There is a candidate for this role who has come forward
 - Esso Fun Days
 1. One program running now (Westhills)
 2. Next program in August (Panorama)
 - First Shift programs x3
 1. Fall - 45 participants
 2. Winter - 45 participants
 3. Spring 2026 - 30 participants

Social Media

- b. RESC, Rep Prep, BTR posts pending
- c. Post for goaltender recruitment
- d. WHL Royals Minor Hockey season tickets program to be reshared as they have made edits
- e. Coaching applications were posted

Reign Raves

- a. Program to recognize good deeds

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- b. Google Form reviewed
- c. Posting on social media +/- website News feed
- d. Program Launch in September

Director of Special Events

- a. Craigflower School Event - not part of core events. Not offered in 2025
- b. Welcome Back Event
 - i. Details Pending
- c. Holiday Event
 - Pearkes - requested Dec 23 with Saanich Neighbourhood Place food bank donation
- d. Banquet
 - Requests submitted to Esquimalt (2 dates)

Director of Promotion

- a. Community Events
 - New - June 7 - Vic West Fest at Banfield Park
 - New - June 14 - Esquimalt Neighbourhood Party at Bullen Park
 - Gorge Canada Day Picnic - volunteer coverage required
 - Sidney Days Family Fun Fair - volunteer coverage required
 - Westshore Rebels - women in sport night
 - Generating a list of family focussed events
- b. Promotional opportunities
 - Exploring a partnership with Girl Guides who have a strong footprint in the South Island
- c. Promotional Merchandise
 - Merchandise Committee - needs to schedule meeting soon RE: updated to Reign Gear online store items; inexpensive giveaway item for Welcome Back BBQ and Reign-branded exclusive fundraising item

10. Financial Report (Treasurer)

- a. Summary of registration numbers to date; have consistently been about 15% over the same reference date of the prior year
- b. External Funding
 - BC Community Gaming Grant



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1. Made a case to expand funding based on extensive off season programming
2. There may be consideration for In Kind aspects such as volunteerism in future
3. Exploring capital acquisitions as part of BCCGG
- Fundraising
 1. Bottle Drive (Sept)
 2. Hockey Pool
- Sponsorship
 1. Scotiabank Hockey For All (Aug)
- Tournaments
 1. Four +/-
 - a. Thanksgiving - Rep
 - b. Remembrance Day - U15-C
 - c. Battle of the Biscuit - U7/U9
 - d. Family Day - U18-C
 - e. ??March Break - U11 + U13
 2. Submit tournament sanctions to VIAHA
 3. Register Rep teams in Pacific Coast Female Rep Classic (Oct)
- Ice contracts
 1. Still waiting on a few from the various arenas (ABSC and Wurtele);
 2. Made gains in ice at a number of them, both in quantity and better times / more flexible slots (Westhills, Panorama, Pearkes, Save-On)
- Requested that Directors send in budget requests for their portfolios where applicable, in order to compile a draft budget in advance of the next board meeting in six weeks

11. New Business
 - a. None

12. Google Calendar Review

June 16	Finance Committee
June 24	Public Relations Committee Meeting



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July 10	Officers Committee Meeting
July 1	Gorge Canada Day Parade
July 1	Canada Family Fun Fair (Sidney)
July 8	Hockey Operations Committee Meeting
July 15	Administration Committee Meeting
July 22	Board of Directors Meeting

13. Adjournment @ 21:17 hrs - (Chaplin/Loudoun) - unanimous.



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