



**JDF Executive Meeting  
August 16, 2022 In-Person**

**Attendance:**

Harold Bloomenthal	Present	Sara Blackstock	Present
Mike Hales	Present	Sara Krauel	Present
Ian Taylor	Present	John Turcotte	Present
Sheryl Williamson	Present	Karalee Reade	Present
Janine Hughes	Present	Darren Jarvie	Present
Chrissy Vinnedge	Present	Ryan King	Present
Brian Kowalko	Present	Jared Steingard	Present
Jackie Mugford	Absent	Jeremy Quast	Present
Galen Brewer	Present	Dennis Frenette	Present
Candice Heinekey	Present	Justin Simmons	Absent
Corrina Taylor	Present	Elaine Gaddam	Absent
Jeff Eves	Present	Jacklyn Lambourne	Present
Trevor Won	Present		

**Call to order**

Meeting was called to order by Harold at 7:02pm

**Adoption of previous minutes**

Motion to adopt previous minutes from June 22, 2022 – motioned by Corrina, seconded by Sheryl

**To adopt minutes of the previous meeting – ALL**

**CARRIED**

**Old Business:**

- Play for the Cure – Corrina
- Sponsorship Policy - Ryan

**New Business:**

- Mike - JDF arena banners
- Ian – Attendance Policy for board members

Motion to adopt agenda as presented – motioned by Ryan, seconded by John

**All in favor - ALL -**

**CARRIED**

**Old Business**

- Play for the Cure – Corrina
  - JDFMHA will organize/host games in December to raise money for Cancer research

- Further details to be presented at September 20, 2022 Executive meeting
- Sponsorship Policy – Ryan
  - JDFMHA will take back the naming rights of all tournaments
  - Sponsors will donate to the association
  - Working on details for what JDFMHA can offer sponsors – different incentives for different donation values
  - To be fully implemented next playing season and will introduce the updates to the policy to sponsors this playing season
  - **Action:** Ryan will distribute policy draft for September meeting so that a long-term policy can be determined by Executive

#### **Financial report – Trevor**

- Cash - balance includes \$100,000 received from Community Gaming Grant
- Bursary Fund - balance is now \$33,550. Balance at the beginning of the year was \$50,051 and we paid out \$19,500 in bursaries in 2022. We have contributed \$2,999 so far this year from the U11 Family Day tournament.
- Other Revenue - proceeds from the referee clinic
- BC Hockey Membership Dues - we have not received the invoice from BC Hockey for our membership dues for the 2022/23 season. In the past, we have been charged \$47.80/member and the invoice would normally be received in October.
- Accounts receivable down and Kim working on collecting fees
- BC Hockey giving mha's associations a one-time grant of \$3000

#### **Web site – Darren**

- new website up is up and running and will be adding Managers Manual once finalized (Ryan to add SportsEngine information)
- SportsEngine is not working for referee scheduling so will continue to use Goalline for upcoming season.
- Darren has all tablets and will install Manager's Manual then distribute

#### **Committee Reports**

##### **President – Harold**

- VIAHA Presidents Meeting Update
  - Island League initiative was passed now a VP Competitive elected. To participate in Island League teams will need to show they are competitive against others and all associations will be asked for ice time to host games
- Hockey Canada
  - Complaints raised re. lack of communication and response from Hockey Canada
  - Sponsors have not provided funds for valuable initiatives such as JumpStart
  - BC Hockey has not commented either and the VIAHA Presidents will be writing a memo to send to Hockey Canada that expressing concern
- Tentative team declarations went in last week (more on this next meeting)
- Registrations close to normal
- Received less ice this season from WSPR because it has been provided to another user group

**Registrar – Chrissy**

- Reminders sent out to those who still need to submit proof of residency and birth certificate to player’s profile in Spordle. Deadline given of August 25<sup>th</sup> and if documents are not provided player will may run the risk of not being able to participate in assessments
- I'm away September 16 to 23 and urgent matters can bee sent to Kim

**Head Referee/Ref Allocator – Galen & Candice**

- Officiating Camp begins end of month and 62 kids are registered (37 from JDF)
- 44 new and 19 returning

**Ice Coordinator/Ice Committee – Sara B**

- New software is in use and working on how a master schedule can be created (old software will be kept for historical purposes)
- NOTE that ice details for Assessments will not be posted the JDF site; all details have been sent out by email from divisional managers
- Practice ice will start at 4:30pm during the week
- Short 6 hours of game ice so may have mid-week games

**Gaming – Sara K**

- Nothing at this time

**Tournament & Sponsorship – Jeff**

- Applied for and been approved/registered for all tournaments
- Tournament ice has been booked
- Shared all JDFMHA tournament info to lower mainland associations
- JDF teams booked for Richmond Ice Breakers tournament in October (except for U11 T1)
- U13 Thanksgiving tournament – leg work done, and info needs to be shared with teams
- Tournament fee estimate is \$1600 per team (fee based on JDF teams not paying)
  - Discussion regarding fees
  - ACTION – Jeff will share spreadsheets with Board for opportunity to send feedback

**Equipment Manager – John T**

- All good

**Head Coach – Brian**

- Divisional Managers sent out assessment schedules/body checking clinic info to players
- Registration Summary:

Division	Skaters	Goalie	Rep Assessment	Zone Players
U6	26			
U7	50			
U8	63			
U9	50			
U11	32	1	78 skaters; 6 goalies	
U13	31	2	42 skaters; 8 goalies	
U15	36	2	55 skaters; 9 goalies	10 skaters; 1 goalie
U18	43	3	50 skaters; 3 goalies	
U21	18	2		

- Will need goalies for U18 level and there may be a Kerry Park goaltender who will play an email as well has been sent out to recently graduated JDFMHA goalies to see if there is interest
- Evaluators are in place and the assessment schedule has been done up to September 2, 2022 and U11 schedule has been mapped out
- Aim is to have recreational teams formed by end of September 24/25 weekend
- Going to be looking at how we can improve the experience for recreational teams

#### **Risk Management – Elaine (absent)**

- All players registered and divisional managers have been set up in epact. All administrators have been removed aside from division managers, Ian, Mike, Harold and Elaine. The division managers will only have access to their teams and the rest will have administrator access.
- Several players who don't have their information set up in epact. Reminder emails being sent.
- A conversation with epact unraveled more uses for the website
- Once all teams confirm coaches, safety, and managers they will have access to their specific teams
- CRC: the master list should ideally be cleared up so all old irrelevant data can be purged. I haven't made any changes yet in case there's a reason it's setup this way. If there isn't any reason to hold on to the old data, I'd like to clean it up so it's easier to find up-to date information.
- Brian also sent out expiring CRC and respect in sport – has sent out message reminder

#### **VP Admin – Mike**

- Picture Day will be November 6
- Vacant VIAHA position if people are interested (details shared via social media)
- Insurance certificates updated for all arenas
- Epact – more uses that Ian will discuss

#### **VP Operations – Ian**

- Ice contracts are in place for upcoming season and all tournaments will be held at West Hills
- Review of Epact and potential usability
  - What is Epact? An electronic database that houses all medical/important info
  - Who can access? Divisional managers and organization heads. Access will expand to bench staff including team managers and team safeties
  - Cost \$3 per player per year
  - Uses – central document repository:
    - Manager and monitor CRC and all certifications
    - Can incorporate code of conducts
    - Interacts with BC hockey – injury reports and return to play
    - System has the ability to send auto for document submission
  - Kim will reach out to Sooke and Kerry Park associations to get their medical info for assessments

#### **Social media – Jackie (absent)**

#### **Head Manager & Divisional Manager reports**

#### **Head Manager – Sheryl**

- All work on Managers Manual is complete and thanks all work that was done by divisional managers
- Will hold a Managers Meeting on October 4 from 7 -9pm for U11 to U18 groups

**U7 – Dennis**

- Local Tim Horton's (Sean and Kelly Sims) will host the "My First Jersey" program
  - JDFMHA is one of two associations to pilot the program
  - Players will receive their first jersey from Tim Hortons' in October

**U9 – Karalee**

- Not much to report

**U11 – Ryan**

- sending out emails re assessments

**U13 - Jeremy**

- Ready for assessments

**U15 – Justin (absent)**

- Email has been sent out re. assessments and checking clinic

**U18 – Jared and Jacklyn**

- Getting feedback on checking clinic and assessments communications have gone out

**U21 – Darren**

- Full team of 19; 11 on waitlist for second team but need a goalie

**Correspondences**

- Harold received an email from a JDF parent expressing concern that JDFMHA board member's children are participating in non-sanctioned teams
  - No policy has been violated and if there was a conflict of interest on a matter that required a vote the members would recuse themselves from the vote
  - Volunteers with JDF – quality of work is what is important
  - Harold will reply to the email and will confirm that the message was presented to board and discussed; policies have not been violated

**New Business**

- Mike - JDF arena banners
  - Not all the banners will be hung back up in JDF Arena
  - Idea to hang others at West Hills Arena and Ian will speak to West Hills
  - Those that are not hung up at JDF, a picture will be taken and presented on a slide show loop on the TV that is at the entrance to the dressing rooms
- Ian – Attendance Policy for board members
  - Now that in person meetings are occurring all members must attend. If two meetings in a row are missed the member's performance will be reviewed by board
  - Option if work schedule does not allow for full attendance at a meeting – facetime in and/or provide written report ahead of meeting
  - Discussion re. Elaine's attendance and decision made that Mike would contact her to review attendance requirements.

**Meeting Adjourned at 9:45pm**

Next meeting will be September 20, 2022 at 7:00pm location JDF 55+ Activity Centre, room 201