



**JDF Executive Meeting  
September 20, 2022 In-Person**

**Attendance:**

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

**Call to Order**

Meeting was called to order by Harold at 6:43pm

**Establish a Quorum**

We need a quorum of 20 we have 20. Quorum met.

**Bi Election**

- Director at Large (1 position available, 1 candidate – Jacklyn Lambourne)
  - Jacklyn voted in by acclamation

**Adoption of previous minutes**

Motion to adopt previous minutes from August 16, 2022 – motioned by Dennis, seconded by Kara

**Motion to adopt minutes of the previous meeting – ALL**

**CARRIED**

**Old Business:**

- Alumni Wall – Dean Pickup
- Banner update – Mike
- Sponsorship program – Ryan
- Managers manual - Ryan

### **New Business:**

- Cell phone locker policy - Mike

Motion to adopt agenda as presented – motioned by Jacqueline, seconded by Sara B

**All in favor - ALL -**

**CARRIED**

### **Old Business**

- Alumni Wall at Q Centre – Dean Pickup
  - Dean with working with John Smith and Rob Wilson is happy with the improvements.
  - Brought samples of pictures (John will also provide digital copies for easy replacement in the future if needed) and confirmed that work should be completed with the next month or so
  - Will come in under budget (voted on budget of \$1500)
  - No concerns from board and all in favour of Dean moving forward
- Banner update at JDF arena – Mike
  - Issue = not enough space to hang all JDFMHA banners on back wall at JDF area due to air flow concerns with vents. Idea to use rolling loop on TV had JDF arena.
  - Mike is meeting with Jerry from Westhills to see if hanging banners there is an option
  - Dean – Taking pictures to reduce physical size and mount on back wall behind bleachers
  - Will explore option to do both – pictures at JDF and actual banners at Westhills
- Tournament & Sponsorship program – Ryan
  - Work done to date on potential new JDFMHA sponsorship program presented and discussed sponsorship price brackets, how a sponsor can get involved and tangibles sponsor would receive from donating to JDFMHA
  - Confirmed that a sponsor could donate to a specific team, tournament or association
  - Room to develop – how is money allocated and let donor know what money is being used for (explanation of where money is being sent)
  - Because sponsorship is a large portfolio board discussed having a dedicated board member responsible and at 2023 AGM will vote member into this role.
  - Moving forward for this season things will remain as status quo, but a communication will be sent out to long standing sponsors that a policy is being developed.
  - The tournament and sponsorship committee will continue work on review with the goal of the 2023 AGM for completion
- Managers manual
  - Final copies have been loaded on tablets and 30 hard copies printed
  - Ian will submit an invoice that shows costs and discount so we can acknowledge the discount as a donation.
  - VIAHA has asked to see our manual and Mike will send pdf to use as an example for other associations

### **Financial report – Trevor**

- Scholarships/Bursary fund is now at \$36,050 compared to \$37,144 last year at the same time. City of Langford donated \$2500 to bursary fund
- BC Hockey assessment fees to be coming soon at \$47.80 per member. Likely in October. Part of these funds will go to Hockey Canada
- One team has submitted team bank account request through SportsEngine

- EFT set up referees

#### **Web site – Darren**

- overall going well and some teams have been set up with SportsEngine
- will be working on the following sections: Managers; Team Treasurer/Fundraising; Referee info
- send Darren general updates as needed
- scheduling software is working well but Sara is struggling with the calendar view/arena location. This should be resolved by an upcoming update to the software
- Tablets have been loaded with Managers manual, egame sheet example and HiSport link.
- When team is formed have the team email [website@jdfminorhockey.com](mailto:website@jdfminorhockey.com) so that Darren create an account and invite them to the team

#### **Committee Reports**

##### **President – Harold**

- First in person presidents meeting held which is very beneficial for the strengthening of relationship amongst presidents
  - Topics on agenda:
    - ethics and code of ethics will be developed for VIAHA board;
    - final declarations of teams in island league – teams must be competitive at showcase weekends
    - disparities amongst various associations in make up across divisions (i.e. no goalies, too many players, not enough skaters etc.). As a result, associations are assisting each other by sharing players
- Problems to note:
  - Bullying harassment and maltreatment
    - 4 complaints raised to Harold and acknowledgement that each situation is unique. Working with parents on resolutions
    - Reminder to bring any situation that you are aware of to Harold to investigate
- Close to having teams formed and thanked Brian for all his work during assessments
- Proof of vaccination will not be required this season

##### **Registrar – Chrissy (absent)**

##### **Head Referee/Ref Allocator – Galen (absent); Candice**

- Only have half the amount of refs (54 refs in total of which 27 are new); many senior refs have not returned this season.
  - Harold, Candice and Galen will discuss
- Glitches with GoalLine and getting on to it; may need look at other software options and Candice will let us know if issues continue (Galen exploring Spordle as an option)
- Will work with Darren on entering games for referees to avoid manual work

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

- Software is set up so that it displays a Complex then facility. To confirm arena (facility) user will need to click into the item.
- When games are loaded, the home team is notified but not away team (if two JDF teams). The away manager will need to make sure that the game gets loaded on the individual team websites

- Working through kinks of new software, such as providing arenas with a weekly schedule for ice cleans
- Intention is to get weekly schedule done as far in advance as possible; weekend ice can only be allocated once VIAHA releases game schedule
- Reminder that if you are changing ice times let Sara know
- Can default view on website be change to monthly view vs. weekly? Problem will be solved when teams are finalized, and each team has their own website.
- Darren – are weekday games is that an option to help relieve space on the weekend and to get referees? Harold feels that we could get permission from Dave Beattie (geographical proximity and age appropriate would be a factor)

#### **Gaming – Sara K**

- Nothing to report yet

#### **Tournament & Sponsorship – Jeff**

- Lots of applications coming in and Jeff provided a report with the current breakdown
- Jeff sent out pricing to all interested teams in JDF tournaments and has not received any complaints
- Committees will vet teams accepted to each tournament (will be done quickly)
- Emails coming in from tournament committees; letting them know that ice schedules are already set

#### **Equipment Manager – John T**

- Will be handing out jerseys to U11 and up on Thursday; socks are also ready for pick up
- Bauer track suits - no stock available until at least mid-December. But there is another alternative (stock company)

#### **Head Coach – Brian**

- Things have gone well with assessments and thanked all divisional managers
- Free coaching spots in U 11 and all pitching in to assist when needed
- Next year will look at changes to start up of U11 and recreation starting in first week of September
- Lots of requests coming in now that rec groups are formed
- U18 have had some kids defect so need to balance the numbers

#### **Risk Management – Elaine**

- 19 families, mainly from younger ages need to complete epact and auto reminder emails are being sent out
- Only a few injuries so far. Reminder that when an injured player leaves they need to be given an incident report
- Once teams are finalized and coaches, managers, and safety are assigned Elaine will give permissions to team in epact

#### **VP Admin – Mike**

- Free mouth guard October 21<sup>st</sup> Mobile dentist
- Epact app – working well for Elaine

**VP Operations** – Ian (absent)

**Social media** – Jackie (absent)

- No report but board discussed consent when images are posted on social media. A policy exists regarding consent but would be beneficial to send a communication re. the policy to membership

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

**Head Manager** – Sheryl

- Dealing with scorekeeping and HCR not connecting
- Managers meeting will be held October 6<sup>th</sup> in Room 101 55+ building (U11 to U21)
- Action: U9 and under managers meeting to me booked with WSPR (Oct. 19 or 20)

**U7** – Dennis

- Back to ice this past weekend
- Planning my first jersey day in mid-October with Tim Horton's on Jacklin

**U9** – Karalee

- All teams back to the ice last weekend
- Waiting on jerseys

**U11** – Ryan

- Going well
- Abundance of goalies so that needs to be decided
- Workload is quite heavy re. emails need to look at how we can make this better

**U13** - Jeremy

- Overwhelming with emails
- Decision still to be made about Tier 2 team to confirm if they are competitive in Island League
- 3 rec teams and things are going well

**U15** – Justin

- Culture and ethics discussions
- Hockey organizations should be looking at ways to approach mental health and the negative conversations or situations that can happen in dressing rooms
  - This will be included as topic of discussion at coaches/managers meetings
- Teams for U15 rec have been formed and very well balanced
- 20 requests for team changes and passed along to Brian

**U18** – Jared and Jacklyn

- Assessments went well
- Not a lot of goalies this season so there was a need to recruit goalies
- Rec teams getting formed and will still play a few more mini games to balance things out

**U21** – Darren

- Full roster of players
- Coach has recruited 3 assistants, and this has gone through Brian, but will need to do CRC's, Respect in Sport and Concussion Awareness
- 6 teams in the league

**Correspondences** – no updates

## New Business

### Locker Room Policy - Mike

EXISTING:

#### ***SMART PHONES AND OTHER MOBILE RECORDING DEVICES***

Smart phones and other mobile devices with recording capabilities, including voice recording, still cameras and video cameras, are **NOT** permitted **to be used in the locker rooms**. If phones or other mobile devices must be used, they should be taken outside of the **locker** room.

UPDATED:

#### ***SMART PHONES AND OTHER MOBILE RECORDING DEVICES***

Smart phones and other mobile devices with recording capabilities, including voice recording, still cameras and video cameras, are NOT permitted by players in the dressing rooms.

Coaches, team staff and parents/guardians are permitted these devices in the dressing room, but they must not be visible nor operated within. If phones or other mobile devices must be used, they must be taken outside of the locker room.

There will be zero tolerance for violations and suspensions may follow.

Motion to adopt revisions to existing policy

**All in favor - ALL -**

**CARRIED**

**Meeting Adjourned at 9:40pm**

Next meeting will be October 18, 2022 at 7:00pm location JDF 55+ Activity Centre, room 201