

Fort Nelson Minor Hockey Association

Executive Meeting Minutes

June 10, 2020 via ZOOM Platform

# Call to Order

**In Attendance** **Absent**

Ryan Carter Heather Eling Kai Potter

Shastine Fischer Shawna Wark Lisa Rowley

Jason Kay Heather Robinson Holly Leroux

Weylin Ashdown Sonny Olkh Nicole Ashdown

Sean O’Shaughnessy Brenda Enax

Minutes recorded by Heather Eling

1. 7:00 PM Meeting called to order by Ryan Carter.

2. Request for any last minute additions – none from table.

Motion to accept minutes: Sean Second: Weylin All in Favour

3. Business Arising from Minutes – none

4. Executive Reports

**President - Ryan Carter:**

- On Friday BC Hockey will be having an online meeting regarding Return to Play and June 29th there will be a District meeting on the same topic.

- The municipality is looking at ways to safely bring back facilities as well.

- We will need to develop our own Return to Play after these meetings

**Vice President - Shastine Fischer:**

- Nothing to add at this time

**Treasurer – Shawna Wark:**

- Got some things such as the chequebook from Katina but there is more that she needs to get and then begin sorting through.

**Secretary – Heather Eling**:

- Nothing to add at this time

**Head Coach – Weylin Ashdown:**

- Waiting to see what direction the return to play goes in.

- Would like to get last years’ coaches contact details and begin calling around to see who is willing to return for this coming season. Heather Robinson to send him the contact details for last year’s coaches.

- would also like to put out on Facebook to see who might be interested in training as a new coach for this season if it became available.

**Head Referee - Kai Potter :** (absent)

**Risk Manager - Sonny Olkh :**

- Nothing to add at this time

**Registrar - Heather Robinson :**

- Received an ePACT invoice today

**Publicity - Jason Kay :**

- All awards winners have been determined and Gold Fever will have all engraving completed by next Wednesday, 17th June.

- Moving forward, is it worth PreNovice having awards such as most offensive, most defensive etc. Is there value in trying to choose winners for these at this level?

 Motion to remove team awards from the Initiation level and just continue with the participation awards in future.

 Motion made by: Shastine Seconded by: Shawna All in Favour

- Heather Robinson has all the Esso medallions

- Jason took the lead on designing a new logo. He gave an initial version earlier this year and took feedback. He presented his new completed design to the table with the font colour to remain open to match whichever jersey we choose.

 Motion to accept the new logo design as presented.

 Motion made by: Sean Seconded by: Sonny All in Favour

**Ice Coordinator - Lisa Rowley :** (Absent)

**Gaming Coordinator - Holly Leroux :** (Absent)

**Fundraiser - VACANT :**

**Equipment Manager – Sean O’Shaughnessy :**

- Once the Rec Centre is open will need to get into the equipment room to assess what we have.

- Expecting there will be new restrictions and guidelines on access to the equipment room and handling of equipment.

5. Division Coordinator Reports

**Pre-novice - VACANT :**

**Novice - Nicole Ashdown :** (Absent)

**Atoms - VACANT :**

**Pee Wee - VACANT:**

**Bantam - VACANT:**

**Midget - Brenda Enax:** (Absent)

**Girls - VACANT:**

6. New Business

**Email Addresses**

–.Shastine asked if those on Executive would like to have FNMHA email addresses. Would be good for succession planning for executive positions. Not needed for Division Coordinators.

- Shastine will organise for main Exec positions.

**U17 etc. Conversion**

- Will need to rebrand everything to the new naming system:

PreNovice – Initiation

Novice – Under 9’s

Atoms – Under 11’s

PeeWee – Under 13’s

Bantam – Under 15’s

Midget - Under 18’s

- Will need to update all our forms to reflect these names also.

**Team Snap Registration System**

- Shastine gave an overview of the Team Snap online registration and team management system. It will communicate directly with HCR but not ePACT; Can set up background programs to suit our specific needs including taking online payments, kidsport applications, payment plans, issue refunds etc; Will manage rosters, schedules, photos and support apps.

- Takes 2-3 weeks to set up including time to set up the background apps specific to our requests.

- Cost is US$879/year (this includes a $249 Hockey Canada discount)

- For additional $375/year we can add the Websit Builder which would host a FNMHA website.

- Online payment ability alone is worth it for all the time Heather R spends managing money.

- Jersey and Volunteer cheques would be collected by Coordinators at start of the season (Jersey one handed over to get the jersey).

- Shastine has a meeting tomorrow to confirm our interest and give a timeline.

 Motion to approve the purchase of the Team Snap platform and WebBuilder.

 Motion made by: Weylin Seconded by: Sonny All in Favour

- Heather R would like it in place before the start of August so she has time to get used to it before the season begins. Ryan would like by next meeting (July 8th) so we can do tutorials, demos etc. To request completed by July 8th.

**Jerseys (Logo)**

- We ordered from LAGA last time but Jason also has a lead on another supplier. Heather R to forward Sean info for LAGA and Jason to forward details of other company. Not cost effective to go local as the bigger companies can do it so much cheaper.

- We need to choose colours. Jason showed several mockups showing the logo on different coloured jerseys with the font colour adjusted for each one.

- We need to be able to have a dark and light version of the design (home and away jerseys). Now is our chance to pick something distinctly Fort Nelson, choose well and give our association a fresh start with an easily recognizable look.

- Needs to differ from other teams in our area that we pay regularly.

- Exec asked to loko at different combinations and send a couple of ideas each to Jason. Jason will use these to help him come up with a larger selection of mockups that we can vote on.

**Year End Awards**

- Lots of ideas and possibilities discussed by the table with pros and cons covered extensively. Final plan:

- PreNovice and Novice will be on the past coordinator to hand out Participation Trophies, Timbits medals and Tim Hortons gifts.

All Divisions:

- Esso Medallions: Coordinators will collect from Shawna and get coaches to deliver these directly to recipients.

- Division and Specail Awards:

* Ryan and Shastine plus any coaches who are able will hand out Division Awards to recipients at an outdoor event.
* The Event will take place at the Ball Diamond on June 25th from 6:30pm.
* Attendance will be only by invite and invites will only go to recipients.
* Each division will have a 15 minute time slot scheduled for the recipients to attend and receive their award (and take pictures).
* Coordinators will be responsible for inviting the recipients.
* Special awards will be handed out by Ryan and Shastine except:
	+ Referee of the Year (Kai to hand out)
	+ Coach of the Year (Weylin to hand out)

**Accountant**

- Shawna has taken over the Treasurer role after Katina was in the position for 10 years. Due to her length of service Katina had developed her own systems which may not be easily transferrable to a new treasurer. Ryan proposes we hire an accountant for at least the first year to sort through all the past financial information and get it sorted into more generally usable systems moving forward.

- Accountant would cost $45/hour but this would get all past accounts in order, set up systems for moving forward and allow the treasurer to focus on more day to day functions such as timely payment of cheques without the position becoming a full time job.

- Shawna also does not have access to the accounts at present as she does not have the SAGE software at home. Possibly we will need to purchase a software license and perhaps a laptop for the position in the future.

 Motion to hire an accountant to begin the task of sorting out the FNMHA accounts.

 Motion made by: Heather E Seconded by: Sean All in Favour

- First steps are to get signing authority updated and get rest of things from Katina. Ryan offered to go with Shawna to meet the accountant.

**Return to Play platform**

- More information on this will come after the upcoming meetings. We will need to develop our own Return to Play plan for FNMHA. Sonny and Sean will start planning this.

Motion to adjourn meeting.

Motion made by: Jason Seconded by: Sean Meeting Adjourned 8:41 pm