

KENNEBECASIS VALLEY MINOR HOCKEY ASSOCIATION

Meeting Minutes

December 19, 2024 | 6:15 p.m. | Meeting location: Virtual

Meeting called by	KVMHA Board of Directors	Quorum Membership:		
Type of meeting	General Meeting	President	Scott Nelson	P
Facilitator	Scott Nelson	Vice-President	Mike Conley	P
Note taker	Patrick Collins	Director of Recreational Hockey	Darren Fowler	P
		Director of Competitive Hockey	Troy MacLeod	P
		Director of Communications	Kate Craik	P
Additional Members/Guests Present:		Director of Finance	Geoff Cochrane	P
- None		Director of IP/Novice	Christian Belliveau	P
		Director of Administration	Patrick Collins	P
		Director of Revenue	Glenn Piercy	A
		Director of Ice	Dan Rowe	A
		Director of Human Resources	Kamil Forgie	P
		Director of Technical Development	Shane MacDonald	P

Our Mission:

The Kennebecasis Valley Minor Hockey Association is a disciplined hockey community which encourages personal growth and skill development in a positive environment that promotes safety, sportsmanship and teamwork.

Our Values:

Placing our primary emphasis on "Kids First", our innovation and forward thinking secures a place for our association as a leader in the Canadian Hockey Community. We are accountable and conduct ourselves in a manner that provides opportunities and a positive and safe environment for all participants.

As a responsible group in our local community, we develop relationships and partnerships which contribute to our financial well-being and a shared pride in our accomplishments.

AGENDA TOPICS

General Administration | Presenter: Scott Nelson, President

1. Welcome, General Remarks, Administrative Topics
 - a. Call to order: 6:20pm

Motion 1: Approval of Previous meeting minutes

- i. Moved by: Director of Technical Development
- ii. Seconded by: Vice-President
- iii. Motion carried: unanimously

President's Update | Presenter: Scott Nelson, President

2. Unpaid hockey fees

- a. Discussion among the Board members on how to acquire unpaid association fees. Considerations included payment plan options, fundraising options, scholarship options, being mindful of the holidays, contacting the families using a variety of media (email, Teamsnap, telephone). Discussions included using an escalation approach: communication via the Registrar with the unpaid hockey fee member, after a short period of time, any outstanding fees will be brought to the Board to take action, which would include an additional communication followed up by removal of the player [additional note: under By-laws section 7.02(b) for, "...negligent or willful failure to pay registration fees..."].

Motion 2: The Registrar to communicate via telephone with parents to set a deadline of December 31, 2024 to have a payment plan in place. Additionally, all outstanding members will have a deadline of January 31, 2025 for payment in full to be completed to remain on the team roster.

- i. Moved by: President
- ii. Seconded by: Director of Administration
- iii. Motion carried: unanimously (absent at the time: Director of HR)

Action 1: Director of Finance to create a policy on outstanding fees

Action 2: Director of HR to update the job profile of the Registrar to include following up on outstanding fees

3. Hockey Legends Fundraiser

- a. KVMHA profited \$6738
 - i. KVMHA raised \$4000 for the Maddy Murphy Foundation and requested that Quispamsis Town Council make a donation to the Maddy Murphy Foundation since they were unable to offer any subsidy on the ice costs.
 - ii. The remaining funds were distributed amongst the teams who sold more than 5 regular priced tickets.
- b. Lessons Learned:
 - i. The organizing committee should start the process earlier, including acquiring sponsors and promoting the event.
 - ii. A larger committee is needed to help run the event.

4. HNB: Criminal record checks and completing courses for the coaches, if not, no longer allowed on the bench [December 15th was the deadline].

KVMHA Presentation to Quispamsis Town Council | Presenters: Mike Conely, Vice President and Shane Macdonald, Director of Technical Development

5. KVMHA Presentation to Quispamsis Town Council highlights included:
 - a. Background of the KVMHA
 - b. Lack of reasonable ice time for minor hockey players within the KV area
 - i. Proposed solutions included priority for minor hockey teams and a long-term strategy to build a new arena
 - c. League/tournament banners are not hung from rafters in QMA
 - d. Next steps include: Further discussions with council and KVMHA
 - e. Link to KVMHA Quispamsis City council [presentation](#)

Action 3: Director of Administration to acquire exact Council wording of the motion carried from the Town Council meeting.

Action 4: Vice President to follow-up with Quispamsis Town Council to acquire studies conducted on recreational facilities.

Previous Actions, Round Table, Close-out | Presenter Patrick Collins, Director of Administration

6. Update on previous Actions – Director of Administration
 - a. Patrick to produce an outline of Ethical Conduct document for the Board to review
 - i. Completed
 - b. Patrick to contact vendors who would be able to deliver Board operations training
 - i. Ongoing
7. Round Table – All
 - a. President
 - b. Director of Recreational Hockey
 - c. Director of Competitive Hockey
 - d. Director of Communications
 - e. Director of Finance
 - f. Director of IP/Novice
 - g. Director of Administration
 - i. Team fee disclaimer ("Please note that there may be an additional team fee. The maximum team fee for 2024/25 was \$175") should be stated during registration
 - ii. Ice dividers for next year (any sponsorship)?
 - h. Director of Revenue
 - i. Director of Ice
 - j. Director of Human Resources
 - k. Director of Technical Development
 - i. Numerous technical skates occurring over the next couple of weeks
8. Review of actions and motions – Director of Administration
 - a. Motion 1: Approval of Previous meeting minutes.
 - i. Motion carried

- b. Motion 2: The Registrar to communicate via telephone with parents to set a deadline of December 31, 2024 to have a payment plan in place. Additionally, all outstanding members will have a deadline of January 31, 2025 for payment in full to be completed to remain on the team roster.
 - i. Motion carried
- c. Action 1: Director of Finance to create a policy on outstanding fees.
- d. Action 2: Director of HR to update the job profile of the Registrar to include following up on outstanding fees.
- e. Action 3: Director of Administration to acquire exact Council wording of the motion carried from the Quispamsis Town Council meeting.
- f. Action 4: Vice President to follow-up with Quispamsis Town Council to acquire studies conducted on recreational facilities.

9. Close-out, final comments

Adjournment

Moved by: President

Seconded by: Director of Communications

Meeting adjourn.

Motion Carried

Meeting adjourned at 7:45pm.

Next proposed Board Meeting: January 16, 2025