



MDHA Board Meeting
 September 20, 2021 @ 7:00pm
WEBEX MEETING

POSITION	NAME	Attendance
President	Cheryl Cooper	Present
Past President	Andrea McDougall Benson	Regrets
VP – House Operations	Julianne Oelke-Simonsen	Present
VP – Discipline/Risk & Safety	Matthew D Graham	Present
VP – Competitive	Mike Branchaud	Present
Registrar	Tamara Brittain	Present
Ice Convenor	Ward Mallon	Regrets
Secretary	Stacey Heins	Present
Treasurer	Rosanna Ferguson	Regrets
Coach Mentor	Steve Brunette	Present
Convenor – U7/Initiation	Jamie Janes	Present
Convenor – U9/Novice	Steve Brittain / Jason Scholar	Present Present
Convenor – U11/Atom	Todd Lockett	Present
Convenor – U13/PeeWee	Alison Watson Matthew A Graham	Present Present
Convenor – U15/Bantam	Julia Tuff	Present
Convenor – U18/Midget	Mark Volk	Present
Convenor- U21/Juvenile		
Equipment/Merch Manager	Jay Kennedy	Present
Player Development	Chad Guy	Present
Fundraising Coordinator	Victoria Compton	Present
GHA Convenor	Chris Rheaume	Present
Webmaster	Darryl Swerbrick	Present

Tournament Coordinator	Adrienne Duncan	Present
Financial Assistance Program	Nick Pommainville	Present

Meeting was called to order at 7:03 by **Cheryl Cooper**

1. Motion to approve the August Meeting Minutes.

By Julia Tuff. Seconded by Mike Branchaud.

Motion carried with 15 votes.

2. President’s Report – Cheryl Cooper

Cheryl presented the President’s Report for the month.

a) Secretary and Treasurer roles have swapped. Stacey Heins will be taking on the Treasurer role and Rosanna Ferguson will be Secretary. Email addresses have been switched and the process of changing authorities has been started at the bank.

b) James Kelleher has agreed to return as U21 Convenor.

Motion to vote James to the board

Motion by Julianne Oelke-Simonsen, seconded by Jamie Janes

Motion passed with 15 votes

c) Reminder to submit receipts from evaluations etc... using the expense reimbursement form (available on the website) to the Treasurer

d) Vaccination Passport update: the provincial policy goes into effect September 22, 2021.

- Currently MDHA is seeking clarification on requirements from the City of Ottawa, GHA and HEO. An MDHA specific policy will be drafted once direction is received from the governing bodies.
- HEO is recommending that eligible members be vaccinated, but clarification regarding “eligible members” is being sought.
- As it stands, a safety officer will have to verify vaccination receipts as well as Covid screening for each spectator, however enforcement of the provincial policy is the responsibility of the facility.
- Some concerns were expressed regarding the safety of sending young children into the rink without parent supervision, however this would only be the case for parents who have not been vaccinated. It will be up to parents to decide whether to remain in hockey based on the provincial requirement for double vaccination.
- Question was raised regarding maintaining a list so that once verified, spectators will not have to continue to be verified. Given that we are not permitted to retain the information on vaccination status, a running list can not be kept.

- A recommendation was made to maintain the Covid screening Google doc that was used throughout tryouts & evaluations. This recommendation was supported by the executive.

3. Jersey Order Update (old business)

- Rep B jerseys have arrived and have been sorted. Thank you to Mike & his wife for getting that done
- House jerseys are expected to arrive by September 30. Volunteers will be needed to help sort those given there is a tight turnaround to the start of the season's games.

4. New Coaches Summit

- A date for the meeting is pending follow up with Steve.

5. MDHA Logo Trademark

- A recommendation was made by the designer that we trademark the new logo
- Volunteers to examine what would be involved in trademarking the logo will be sought post sort outs.

6. Correspondence

- No correspondence to discuss at this time.

NEW BUSINESS/REPORTS

1. Treasurer's Report- Stacey Heins

- Work on setting up Quickbooks continues. Should have bookkeeping for the fiscal year caught up in advance of next meeting.
- Meeting to discuss set up of a small etransfer option, under \$500, is being set up. Will put a motion to the board when more information has been received.
- Account balance updates were provided, as well as an overview of significant payments for the past month.
- Note, Russell will need to be issued an invoice for a quarter of the JOG cost (jersey purchase)

2. Registrar's Report- Tamara Brittain

- Work continues on rosters and team set up. Convenors are asked to send team lists to Tamara as they are established.
- Volunteer requirements are in the works. Convenors have been sent names of volunteers who have already completed the form on the website as well as any outstanding requirements. Please check the lists carefully as transfer to HCR hasn't always been accurate. Inform Tamara of any discrepancies.

3. Webmaster's Report- Darryl Swerbrick

- Working on setting teams up in TeamSnap as they are formed

- HCR data is hit or miss on transfer to TeamSnap, meaning some parent information is missing. This can be updated by the team manager or by the parent that has received the TeamSnap invite.
- Be sure to include the coach's email when sending in team lists so that Darryl can set them up as the owner of the team.
- Going forward, Darryl will load the initial monthly schedule into TeamSnap however individual teams will be responsible for updating with an exhibition games, or game switches etc that occur.
- A note to Convenors: remind coaches and managers that the web version of TeamSnap has more functionality, so when updating or viewing things, the web version might be more user friendly.

4. VP House Report- Julianne Oelke-Simonsen

- Coach & Managers meeting is set for September 28, 2021. Meeting will be online again this year. We are aware that not all coaches/managers will have been established by the 28th, so the meeting will be recorded so those individuals will have a chance to view it. Invite for the meeting will go out via Darryl and/or the Convenors.
- Note for 2022 planning: The Rep B cuts and scheduled start of House evaluations need to be managed with consideration. These are young kids and it is hard to be cut from a team and then turn around and go through the evaluation process. Ideally having 24 hours between Rep B cuts and House evaluations would make the process a little easier on the players.

5. VP Competitive Report- Mike Branchaud

- Tryouts at the U12, U13, U14 and U 15 level are complete
- U16 coach has stepped forward.

Motion to appoint Bruce Young as U16 Rep B coach

Motion put forward by Mike Branchaud, seconded by Julia Tuff

Motion carried with 13 votes

- U16-U18 Rep B tryouts are set to begin October 2.
- Tryouts for U10 and U11 had to be readjusted due to the ice issue in Russell. Tryouts began Sunday, September 19 and will continue Thursday with teams expected to be established by end of day Saturday, September 25.
- Some Rep B teams have established a Jersey contract that each player signs before received their jersey. This ensures proper care of the jersey with a replacement cost set at \$150 for any that are returned damaged.
- Sizing of the Rep B jerseys was determined based on previous years. There may be some tailoring required for the younger teams, but will have a better idea of that once the U12 teams have a chance to try their jerseys on.
- There will be a B league coaches meeting at some point, just waiting on the date for that.

6. VP Risk & Safety Report- Matt D Graham

- Reminder to board members to complete the Code of Conduct and send to Matt. If you aren't sure if you have submitted it to Matt, please reach out.
- Reminder of the 2 deep rule (2 rostered members must be in the dressing room)
- Seeking feedback on the Covid screening form. Please provide any feedback you may have on improvements to the form. A suggestion was made to group the document according to teams once they are established.

7. Ice Scheduler Report- Cheryl Cooper on behalf of Ward Mallon

- The schedule had to be adjusted several times over the last week or two. A delay at the Ranger level caused a domino effect that required these revisions.
- Thanks to Ward for making those changes.

8. Equipment Report- Jay Kennedy

- The new apparel catalog is up and available on the website
- The order for new hoodies/apparel for new board members has come in. Jay will send out an email and those who placed an order can make arrangements for pick up.
- As mentioned earlier, the House jerseys are set to arrive before September 30. Jay will need help to get those sorted and out to teams before this season's games begin. Additionally, hangers for these jerseys are going to be necessary. Jay will send out a post on social media for donations and will look into sourcing others. About 600 hangers are going to be needed.
- U13 level in particular is short on goalies. Jay met with a couple of families on Sunday to outfit their goalies in gear but will be sourcing more used gear in U13 sizes.
- Question regarding collecting jersey deposit cheques. Jay has only done that one other time and never consistently for all coaches (both Rep and House). Since these are new jerseys, it was proposed that we start doing that now. Cheques can be made out to the Treasurer and post dated for December 1. Convenors are asked to communicate the deposit of \$500 for Rep and \$250 for House jerseys. Cheques will be returned at the end of the season when the jerseys are returned.
- Old jerseys are available for sale at a price of \$50 for a home and away set, or for \$15/jersey for a team set. Already had coaches reaching out who are interested in purchasing full sets for team practice jerseys.

9. Player Development Report- Chad Guy

- Chad will need names of goalies to have them set up for Amped development sessions. Estimated cost of \$248 per goalie, falls within budgeted amount. Any unused Amped sessions will be offered to Rep goalies closer to the end of the season.
- Player development plan for 2021-2022: Ice for player development has been allocated. Four sessions per team U9-U15.
- Jamie will provide Chad with info from previous years
- Chad to discuss scheduling with Ward.
- When available, convenors are asked to send the names of their goalies to Chad.

10. Fundraising Report- Vicki Compton

- Vicki has been working on getting ready for the Metcalfe Fair. 3 people have volunteered for shifts with Vicki there at opening and closing to collect merchandise and the cash box. A sign-up sheet will be sent out to solicit more volunteers as any shifts not covered by others will be covered by Vicki.
- A request for a quote from Chilly Moose was made. Waiting to hear back from them.

Motion to purchase a banner with the new Metcalfe logo with a budget of \$200

Motion made by Vicki Compton, seconded by Jay Kennedy

Motion carried with 13 votes

- Jay has old jerseys available for sale at Metcalfe Fair as well as leftover masks from last year. Jay and Vicki to arrange time to pick up merchandise for sale at the Fair.
- Julia has a contact at Viral Clean who have put our logo on masks. Could be a good fundraiser. Viral Clean has offered to supply these masks for \$0.50 each, and they could be sold for \$1.00. Suggestion was made to maybe try selling these at Junior C games, Julia will look into that option.

11. FAP Coordinator Report- Nick Pommerville

- No new applications were received this month, however 1 is pending

Round Table

- IP jerseys have been ordered (5 sets, 20 jerseys/team) but there is no date on when they may be delivered. Parents have been advised to provide kids with a jersey until the order comes in. Additionally, Jay has some from previous years that can be supplied.
- Jamie to reach out to Julianne with a list of U7 teams

Motion to adjourn made by Mark Volk

Meeting adjourned at 8:42pm

Coaches & Managers Meeting- September 28, 7:00 via Webex

Next Meeting of MDHA Executive- October 18, 2021 @ 7:00 pm

Via Webex

Details to follow