**Greater Petawawa Minor Hockey Association Inc.**

**Annual General Meeting**

**Meeting held on May 25, 2022 - ZOOM**

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| **GPMHA Committee Members** | | **Present** | **Absent** |
| President: | Deb Graham | X |  |
| Vice President: | Pat Mons | X |  |
| Secretary: | Jen Schori | X |  |
| Treasurer: | Sarah Squisatto | X |  |
| Registrar: | Karen Mason | X |  |
| Ice Allocator: | Julia Misztal | X |  |
| House League Director: | Alex George | X |  |
| Rep Team Director: | Craig O’Brien | X |  |
| Development Coordinator | Craig Gillies | X |  |
| Risk Management/Fair Play: | John Stevenson | X |  |
| Equipment Manager: | Jamie Mason | X |  |
| Fundraiser: | Shannon Cormier | X |  |
| Bingo Chair: | Shannon Cormier | X |  |
| Publicity/Webmaster: | Jeff Sarazin | X |  |
| House League Tournament Director: | Shannon Cormier | X |  |

27 members of the GPMHA executive and general membership were in attendance.

Quorum (35) was not achieved therefore all passed votes will require ratification next AGM.

Heather Rousselle Brian Turney

Tara Weichenthal Elain Blakely

Jean Guy Lipp Julie Stevenson

Michlyn Pardy Elaine Lipp

Michelle Chapin Matt Pardy

Chris Misztal Sarah Gillies

Jeremy Clement Sarah Clement

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| **Agenda Item** | **Discussion** |
| **1** | **Call to Order**  Meeting was called to order @ 6:12 PM. |
| **2** | **Approval of Previous AGM Minutes**  Pat Mons motioned to approve the May 18, 2021 AGM minutes that were available for review on the GPMHA website. Shannon Cormier seconded the motion. Poll vote 100% in favour, carried. |
| **3** | **Vice President Report – Pat Mons was present and provided his report.**  I have enjoyed the last two years as vice president of GPMHA. The last two years sure have been an adventure for all during COVID-19. As an executive, we want to thank all players, coaches, and parents for their patience during the curve that COVID-19 threw at us as an association. We followed the guidelines and protocol given to us by HEO, Hockey Canada, and our District. It was heartwarming to see the players participate on the ice with their friends and have fun. We are looking forward to next season and hoping that things will be back to normal.  The main key to GPMHA's success is in the number of players and coaches that register each year. Success starts at the grassroots with initiation to let them enjoy hockey and move through the system with great training and coaching which leads to fun for them and retention within our association.  A select committee and I have led a number of discipline hearings as well as parent meetings to address some issues.  A major concern I have is the abuse of on-ice officials. These young kids are training and learning. They don’t need to be yelled at by parents, and coaches, and in some cases be disrespected by players. As an adult, put yourself in their shoes. You wouldn't appreciate being demoralized in front of a crowd of people either.  In closing, a special thanks to our current executive. Many hours are put in by these members behind the scenes. It is our lengthy, monthly meetings that allow this association to run smoothly. All involved did their respective duties and are to be commended for their efforts. Always remember that executive members, coaches, trainers, and bench staff are all volunteers and without these people, success would not be possible. Hockey is all about the kids and we have to be committed to their time in the arenas for a great overall life experience.  No questions.  **President Report – Deb Graham was present and provided her report.**  Good evening everyone:  Thank you for signing in to our Virtual AGM tonight. Our first concern is the health and safety of our membership and with the ever-present numbers, we are online again this year.    This season was once again not what we were used to but with hard work from our executive, coaches, volunteers and membership we had a successful season of development and fun.    I want to thank each and everyone one of all of you for baring with us with the constant covid requirement changes and rule changes and shutdowns. We were trying our best to ensure the association was complainant and keeping the kids on the ice as much as possible.    Coaches, managers, and trainers, Covid trackers taking names at the door and the staff at the rink: I want to thank you for stepping up and helping us make this season run! Without you the kids couldn’t have stepped a foot on the ice.    I want to thank the executive members for their tireless dedication to the association. This team took on new responsibilities and helped each other like no other season. I am extremely proud to have been on this team.    A few of us will be stepping down this season and I wish you all the best. You each played a huge part in this association over the last few years and will be greatly missed.    With all of that said being on the executive is a rewarding responsibility. You have to opportunity to not only fulfil a position but you are also joining a dynamic team that is constantly making hockey better for all the kids. If you have some spare time I highly recommend getting involved with the association at some level. We are always looking for coaches, mangers, trainers etc.    I will be moving on from the GPMHA President position this season. I want to thank you for making my 13 years of Volunteering memorable. I have met some amazing people and made some lifelong friends.    I will close with a enjoy the off season and I will See you at the rink.  No questions |
| **4** | **Executive Reports** |
|  | **A) Registrar – Karen Mason was present and provided her report.**  It is the responsibility of the Registrar to be knowledgeable of the Hockey Canada Registry (HCR) program. I am responsible to assign the start and end dates of registration, I coordinate with the Treasurer, the Rep Director and the House Director the registration of all players. I ensure that any players admitted into our Association are actually eligible and have completed Rowan’s Law Acknowledgement form. I oversee the placement on official team lists of all players, coaches, assistant coaches, trainers, managers and any other team personnel by the deadline established by HEO. I ensure no registration is accepted without payment or authorization of the President in consultation with the Rep and/or House Director.    This past season saw 347 players registered, along with 112 volunteer bench staff. The players formed 26 teams at all levels between the ages of 4 and 18. Thank you very much for another successful season.  No Questions. |
|  | **B) Secretary – Jennifer Schori was present and provided her report.**  My name is Jennifer Schori and I am the secretary for Greater Petawawa Minor Hockey.  My role is predominately administrative.  Throughout the 2021/22 season, I completed minutes for all executive and annual general meetings. I also recorded minutes and letters for meetings relating to discipline. All minutes and correspondence are filed and kept for review as needed by executive members and the general membership upon request.  I communicate meeting dates, times, expectations, and agendas.  I act as the primary point of contact for the general membership in the event they have questions or wish to attend the open forum at an executive meeting. I distribute information to executive committee members as required.  All administrative requirements have been met to date.  No questions |
|  | **C) Ice Allocator – Julia Misztal was present and provided her report.**  The season started on the bumpy side with the Silver Dart Arena being closed to the public, and Civic Centre renovations being delayed.  It was incredibly difficult to secure ice elsewhere in the Valley, but I was very grateful to the rinks that were accommodating, and I was very thankful to our players, parents, and volunteers for taking it all in stride.  Once Civic Centre and the Silver Dart were open to us, things were able to run much more smoothly, and we were able to very quickly catch up on ice requirements.  Covid 19 threw many curve balls our way, and this definitely impacted when teams were able to practice and play games.  Rescheduling games toward the end of the season was very difficult, but I was thankful for the cooperation of coaches and managers.  I am hopeful that next season will run as a “regular season”, and can’t wait to see it!  No questions. |
|  | **D) House League Director – Alex George was present and provided his report.**  Thank you to all of the convenors, coaches, and bench staff who volunteered this season, your assistance was appreciated and went a long way in ensuring the season was a success. We were able to ice 21 House League teams across all divisions, and while we saw some challenges, it was good to get back to a "more normal" season. For those interested in volunteering for next season I would ask that you consider submitting your intentions early, as it makes the planning much smoother. Those interested in being a convenor can email [gpmhaihouseleague@gmail.com](mailto:gpmhaihouseleague@gmail.com) and those looking to volunteer as coaches can submit their Team Bench Staff application prior to August 30th.  Thank you again for all your support this season.  No questions. |
|  | **E) Rep Director – Craig O’Brien was present and provided his report.**  GPMHA was able to offer a Rep B program this 2021/2022 season.  We fielded teams at all levels; U11,13,15, and 18.  The playoff format was altered because of public health guidelines as per district which resulted in no playoff champion being awarded.  The U11 and U18 teams won their regular seasons. Congratulations to both teams.  I would like to take this time to thank all the rep team staff for their hard work and dedication to the players to ensure that a season was held during this pandemic.  Applications for head coaching positions for each level are being accepted up to May 31.  Thank you  No questions. |
|  | **F) House League Tournament Director – Shannon Cormier was present and provided her report.**  Nothing significant to report as there were no home tournaments. Tournament Director position left vacant.  No questions. |
|  | **G) Development Coordinator – Craig Gillies was present and provided his report.**   * Ran all conditioning ice for all age groups * Ran evaluation ice for all age groups * Did body checking clink for U18 Rep * Did multiple body checking clinks for U15 Rep * Filled in for Rep Coordinator for Rep Tryouts * Filled in as a coach for 2 weeks for U18 Rep team * Instructed Smart Contact Hockey for all teams in U11-U13 HL and Rep * Tried to get a time keepers course but was unable due to Covid * Helped coaches on how to work with and develop their goalie * Did a total of 110hrs on ice without my 2 kids.   No questions. |
|  | **H) Risk Management and Fair Play – John Stevenson was present and provided his report.**  Risk and Safety webpage- Items on there are up to date. There will be some changes before we hit the ice next season on new policies and dates for police record checks.  Contact tracing was a bit of a challenge to start off the season, but we got through it with very few incidents. Thank you to everyone for being patient and co-operative through that trying time. The biggest challenge of the season was capturing Proof of Vaccination status for all players born before 2010, bench staff and executive. Thank you again to all the parents and members for providing their proof before or at the deadline. Let’s hope the new season starts off as this season ended.  HEO has a new policy on Maltreatment, Bullying and Harassment which will be linked into our webpage, expected to happen after our first executive meeting of the 2022-2023 season.  Overall, there were no major incidents or accidents brought to my attention throughout the year, and it was a pleasure serving on the Executive.  No questions. |
|  | **I) Equipment Manager – Jamie Mason was present and provided his report.**    It is the responsibility of the Equipment manager to maintain and upkeep all equipment that belongs to the Association. I maintain the trophies in the possession of GPMHAI. I am responsible to purchase new equipment that has been approved by the Executive committee. I submit yearly proposals regarding capital expenditures for approval by the Executive, I submit an annual year-end inventory and loss/damage report. I am responsible to maintain a loan book to track all equipment loaned out to members.    Current holdings are:    $ 76,400.00        Jersey hold (1528 Jerseys) + or – due to spoiling and replacement  $   4,000.00        Goalie hold (11 Sets + single pieces)  $ 10,000.00        Miscellaneous equipment  $ 90,400.00        Total holdings    There will be another full stocktaking at the end of this upcoming season, as I will be stepping down as Equipment manager in the Spring of 2023.  No questions. |
|  | **J) Fundraising Chair – Shannon Cormier was present and provided her report.**  50/50 during games for the home team was the only fundraising that was done. Nothing significant to report. Fundraising chair left vacant.  No questions. |
|  | **K) Bingo Chair – Shannon Cormier was present and provided her report.**  New training required; at this time, we have 3 members qualified. New Golf shirts purchased for qualified members.  No questions. |
|  | **L) Publicity/Webmaster/Clothing Chair – Jeff Sarazin was present and provided his report.**  New Website across the district to take effect this summer, will be ready for next season.  Yearly Cost for current Goaline Website Access - $450.00, new cost per association TBD.  Official GPMHA clothing can still be held by Play it Again Sports, prior approval still needs to given to teams who would like to use the Logo.  I enjoyed my time with Greater Petawawa Minor Hockey Association and wish the new members the best moving forward.  No questions. |
|  | **M) Referee in Chief – Chris Misztal was present and provided his report.**  13 new referees this season which is significantly more than other local associations. There were several friction points:   1. Harassment and Bullying Policy – there was significant emphasis put on this policy this season which impacted all players, bench staff and officials, enhancing expectations for communication during play. 2. Timekeeping for U15 and U18 – It is challenging to get trained volunteers. When non-trained volunteers complete this role, it can create lost time for play and increase the emotion of the game. Chris recommended team managers canvas for trained volunteers to complete the timekeeper role for the team so games run smoothly in the future.   No questions. |
|  | **N) Coach Mentor – Mark Atkinson was not present.**  Nothing to report.  No questions. |
| **5** | **Treasurer/Financial Statement – Sarah Squissato was present and she provided her report.**  2020/2021 Season Financials  Opening balance $123,926.18  Closing balance $117,800.34  Largest Revenues  - registration $130,133.06  - bingo $1,037.25  (No rep fees or training was done due to covid)  Largest Expenses  - Ice $87,897.22  - Fees $16,403.56  - Refunds $12,549.00  -Refs $5,912.50  No questions.  **Pat Mons motioned to approve the GPMHA Financial Statement presented for 2020/21, seconded by Tara Weichenthal, poll vote 100% in favour, carried.** |
| 6 | **Motions and Approval of the GPMHAI Constitution, By-Laws, Policies**  Deb Grahram presented constitution and by-law changes proposed by the GPMHAI executive and these proposed changes were posted on the website for review by the general membership prior to the AGM.  There were no constitution changes proposed by the general membership.  **Shannon Cormier motioned to approve the proposed constitution and by-law changes. Seconded by Sarah Squissato. Pole vote 5% not in favour, 95% in favour, carried.** |
| 7 | **Nominations and Election of GPMHAI Executive Committee Members**  Nominations will be heard for the following positions:  **Vice President, Secretary, Ice Allocator, Rep Director, Development Coordinator, Risk and Safety Manager, Fundraising Chair and Tournament Director**  Resigning:  Registrar  Karen Mason is resigning from this position.  Nominations called X 3. No response.  Later in the meeting Jeremy Clement was nominated and accepted.  Jeremy Clement will be the Registrar.  Secretary  Jennifer Schori is resigning from this position.  Jennifer Schori nominated Heather Rousselle and she accepted.  Nominations called X 3.  Heather Rousselle will be the Secretary.  House League Tournament Director  Shannon Cormier is resigning from this position.  Tara Weichenthal was nominated and did not accept.  Nominations called X 3.  House League Tournament Director will be vacant.  Fundraising Chair  Shannon Cormier is resigning from this position.  Nominations called X 3.  Fundraising Chair will be vacant.  House League Director  Alex George is resigning from this position.  Tara Weichenthal was nominated and accepted.  Nominations called X 3.  Tara Weichenthal will be the House League Director.  Publicity/Webmaster  Jeff Sarazin is resigning from this position.  Chris Misztal was nominated and accepted.  Nominations called X 3.  Chris Misztal will be the Publicity/Webmaster.  President  Deb Graham is resigning from this position.  Pat Mons was nominated and he did not accept.  John Stevenson was nominated and he did not accept as he does not have the required experience.  Brian Turney was nominated and he did not accept as he does not have the required experience.  Craig O’Brien was nominated and he did not accept. He agreed to continue to consider the possibility.  Nominations called X 3.  President will be vacant. Pat Mons will cover until a new President is voted in. Deb Graham will continue to support Pat Mons until that time.  Standing:  Ice Allocator  Julia Misztal is willing to stand.  Nominations called X 3.  Julia Misztal will remain the Ice Allocator.  Rep Director  Craig O’Brien is willing to stand.  Bryan Turney nominated Andy Mahoney. Andy Mahoney does not have the required experience and was not present to accept the nomination.  Nominations called X 3.  Craig O’Brien will remain the Rep Director.  Development Coordinator  Craig Gillies willing to stand.  Nominations called X 3.  Craig Gillies will remain the Development Coordinator.  Risk and Fair Play Manager  John Stevenson willing to stand.  Nominations called X 3.  John Stevenson will remain the Risk and Fair Play Manager.  Vice President  Pat Mons is willing to stand.  Nominations called X 3.  Pat Mons will remain the Vice President. |
| **8** | **New Business:**  None |

**9. Registration Raffle Draw**

***No raffle allowed this AGM due to COVID 19 Public Health restrictions/ZOOM meeting.***

**10. Adjournment**

***Deb Graham motioned to adjourn at 7:35pm.***

Recommended by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Jennifer Schori – Secretary

Approved by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Deb Graham - President