**Greater Petawawa Minor Hockey Association Inc.**

**Annual General Meeting**

**Meeting held on August 25, 2020**

(Date deferred based on COVID 19 gathering restrictions.

Please see the minutes for COVID 19 approved safety protocol.)

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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: | Amanda Dawe | X |  |
| House League Director: | Tara Weichenthal | X |  |
| Rep Team Director: | Craig O’Brien | X |  |
| Development Coordinator/Coach Mentor | Tom Chisholm |  | X |
| Risk Management/Fair Play: | Cindy Isaac | X |  |
| Equipment Manager: | Jamie Mason | X |  |
| Fundraiser: | Shannon Cormier | X |  |
| Bingo Chair: | Tania Thompson | X |  |
| Publicity/Webmaster: | Joe McRae | X |  |
| House League Tournament Director: | Marie Carson | X |  |

38 members of the general membership were in attendance.

13 members of the GPMHA executive were in attendance.

There was a total of 51 attendees.

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| **Agenda Item** | **Discussion** |
| **1** | **Call to Order**  Meeting was called to order @ 6:10 PM. |
| **2** | **Civic Centre and Silver Dart Administrative Update**  Mark Reinert of the Civic Centre and Marc Tremblay of the Silver Dart attended the AGM to provide a brief update on how the 2020/21 season will run while adhering to COVID 19 Public Health restrictions. The goal is to return to minor hockey yet it will be in a modified way so Mark Reinert requested the membership be patient and recognize they are doing all they can to move forward in a safe manner.  Mark Reinert reported that ice will go in at the Civic Centre at the end of September. They are presently allowed 50 people inside the arena. They are hoping to get approval to allow 50 people in each designated area; library, hall, ice surface, stands. This would allow 25 people in each of these areas at a time to allow for transitioning groups. Each area would have different exit and entrance doors to reduce person to person contact. Mark is hoping this plan allows for one parent per youth to attend. He advised they key is to follow the rules allowing the arena to remain in compliance and be able to stay open. No dressing rooms or showers at this time. Hopefully, they will gain the use of the dressing rooms as the season moves on therefore children will be required to arrive dressed. Main lobby will be closed. Mark stated that all arenas in Renfrew County will be meeting to write policies for the 2020/21 season to allow for consistency.  Marc Tremblay of the Silver Dart said he will only have one ice surface open. He is still working on whether GPMHA events will be allowed at CFB Petawawa rinks as the military will take precedent. No spectators and no showers. He is hoping for the ice to go in October 1, 20 with a first ice times beginning October 22, 20. |
| **3** | **Approval of Previous AGM Minutes**  Jennifer Schori motioned to approve the May 1, 2019 AGM minutes. Quinn Stevenson seconded the motion, all in Favour, carried. |
| **4** | **Vice President Report – Pat Mons was present and provided his report.**  I enjoyed the last two years as vice president. This last season brought our association to a season ending halt with COVID-19. Many teams were doing well in the playoffs and I had a heartfelt feeling for the players and coaching staff. Last season again was exciting as I watched many games at all levels. It enjoyed dealing with so many great volunteers and player parents as they take great pride in what they do. The main key to GPMHA success is 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 myself have led a number of discipline hearings as well as parent meetings to address some issues. We were late getting started with new divider boards at both rinks but we learned a lot and will streamline setting up procedures when we use them again. 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 coaches and parents. As an adult, put yourself in their shoes. You wouldn’t appreciate being demoralized in front of a crowd of people either. Phones and picture taking devices are still banned from the dressing rooms. In closing, special thanks to our current executive. Many hours are put in by executive 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 effort. Always remember that executive members, coaches, trainers and bench staff are all volunteers and without these people success would not be possible. Remember - Hockey is all about the kids and we have to be committed to their time in the rinks for a great overall life experience.  Patricia Loranger: Pat reminded Pat their will be an exchange of ideas tonight and that is why we have an AGM.  **President Report – Deb Graham was present and provided her report.**  We know these last few months have been difficult for everyone and we hope that all of our hockey families are safe and healthy. The big questions on everyone’s mind has been ‘when will hockey start again and what will it look like?’ and we have been working on how to answer that question. We must continue to follow the Government of Ontario’s Emergency Order, local public health directives as well as any procedures mandated by Hockey Canada and HEO who acts as our governing body. It is our intent to run hockey programs beginning in October following the Return to Hockey framework but it will look different from what our families would usually expect in a ‘typical’ season. HEO will be providing more information in the next few weeks on any changes, as the situation with this pandemic continues to be fluid, what hockey we offer will need to be adaptable. This means that what we can offer and when may change over time as restrictions are eased or tightened. The first few months will consist primarily of conditioning, skill development and scrimmages with the number of players/coaches on the ice limited to what we are permitted by the local Public Health authorities. The structure of the sessions will depend on what is indicated in the HEO RTH Framework. There will be no ‘teams’ created but rather players grouped in ‘bubbles’ with the size of the groups dependent on facility and RTH limits. We will have a COVID-19 Q&A session at the end of the AGM.  I want to take this time to extend a heartfelt thank- you to the entire executive for all of their time and effort in to making minor hockey in this community available to the over 400 players. So, thank you all for your support over the past year.  It takes a team effort to run the association and I want to extend a special thank you to the members that jumped into positions that became vacant during the season, we could not have done this job without your unwavering help and support. Some of executive will be leaving their positions, I wish you all the best in your future endeavors. And last but not least, I would like to also extend my gratitude to all the volunteers from our Conveners, head coaches, assistants, trainers, managers and on ice helpers, with your volunteering you continue to make our association stronger than ever in this community and I sincerely thank you!  No questions |
| **5** | **Executive Reports** |
|  | **A) Registrar – Karen Mason was present and provided her report.**  Good Evening, my name is Karen Mason, I am the Registrar for GPMHAI, and I am in my second year on the Executive. I am responsible to register, confirm payment and roster the players (once I have confirmed the completion of Respect in Sport - Parent Program) and roster bench staff (once they have obtained their required qualifications) into their selected teams.  2019/2020 season was a successful year, I registered and rostered 434 players and 169 volunteer bench staff.  All in, we had 8 teams at the IP level and 6 teams at Novice level. Atom level had 4 house and 1 Rep, Peewee, Bantam and U18 divisions had 3 house teams and 1 Rep each for a total of 31 teams within our Association.  434 Registered players  169 Registered bench staff - Volunteer  House League Teams:  IP - 8 teams  Novice - 6 teams  Atom - 4 teams + 1 Rep  Peewee - 3 teams + 1 Rep  Bantam - 3 teams + 1 Rep  U18 - 3 teams + 1 Rep  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 2019/20 season, I completed minutes for all executive and annual general meetings. I also recorded minutes and letters for meetings relating to discipline and coach selection. 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 – Amanda Dawe was present and provided her report.**  Nothing to really report. I took over mid season, slowly got the hang of it and worked through the problems that arose.  No questions. |
|  | **D) House League Director – Tara Weichenthal was present and provided her report.**  This is my first year in this position. We had a few bumps in the road but I believe it was a good season.  I would like to thank my conveners, coaches, managers, and trainers for all their hard work. Without you we would not be able to have a hockey season.  With COVID-19 it was a tough way to end the year we were to have 7 teams head into the finals for playoffs.  No Questions. |
|  | **E) Rep Director – Craig O’Brien was present and provided his report.**  Season results for 2019/20.  U11 5th place/7- 1st round playoff loss  U13 5th place/6 - 1st round playoff loss  U15 1st place/5 - made to 3rd round before season cancelled  U18 2nd place/5 - made to 3rd round before season cancelled.  There will be a new rep program this year due to COVID. More to follow as HEO directs.  4 rep teams this year.  Coaches:  U11 Anthony Mahoney  U13 Craig Proulx  U15 Richard Tatasciore  U18 David Wood  Katrina Steele: Katrina asked how competitive teams would be handled this season.  Craig O’Brien said as of now there will be 9 skaters and 1 goalie at tier 1. They hope Petawawa, Pembroke, Deep River, and Muskrat will bubble.  Julie Pilatzke: Julie asked if tier 1 will have try-outs?  Craig O’Brien stated there will be sort outs but he is unsure what form they will take at this time. He is waiting for further direction.  Tania Layden: Tania reported Junior B is allowed increased numbers on the ice.  Craig O’Brien stated that CCHL guidelines are different that HEO for minor hockey. |
|  | **F) House League Tournament Director – Marie Carson was present in the general membership and Jennifer Schori provided her report.**  2019/2020 Tournament Information  Registration  IP x 6 =$1950  Novice x 16 =$5200  Atom x 12 =$10200 $50500  Peewee x 13 =$11050  Bantam x 13 =$11050  Midget x 13 =$11050  Tournament Gifts  Water bottles for IP, Novice, Atom, Peewee, Bantam = $2568.77  Midget (chips and Gatorade) = $367.77  Trophies  Ip and Novice = $2076.38  Atom, Peewee and Midget =$3428.31  Bantam =$1038.64  Supplies for Tournaments  Ink, paper markers etc. =$211.10  $50500  -$2936.41  -$6543.33  -$211.10  \_\_\_\_\_\_\_\_\_\_\_\_  $40809.16  Due to COVID 19, there will be no tournaments during the 2020/21 season.  On behalf of the GPMHA executive, Jennifer Schori thanked Marie for all her time and dedication to GPMHA.  No questions. |
|  | **G) Development Coordinator and Coach Mentor – Tom Chisholm was not present and did not provide a report.**  No questions. |
|  | **H) Risk Management and Fair Play – Cindy Isaac was present and provided her report.**  A much better job was done following the 2-deep rule for dressing rooms. There were only a few teams to be reminded.  There were no reprimands for cell phones in the dressing rooms. Please continue to follow this rule  There were some hiccups with regard to the new boards being put up and taken down. Please ensure you have the proper safety equipment and footwear on to do this  There were many suspensions this season especially from the U18 division. Moving forward there will be a disciplinary meeting held if these suspensions continue. There will be no tolerance for abuse of officials  This coming season will be very different and challenging for everyone. The safety of our membership is the utmost importance. Risk and Safety is always here to answer any questions you may have. I believe if we all work together it can be very memorable for our players.  No questions. |
|  | **I) Equipment Manager – Jamie Mason was present and provided his report.**  Hello, I am Jamie Mason and I have been involved with Petawawa Minor Hockey for the last 15 years. I took over as equipment manager midway through last season and have worked on the executive since then.  My plans are to streamline the process of loan and return and ensure that all equipment is accounted for. This will be done through a 100% stock taking, verification, and recording of equipment held. Old equipment will be cycled out and new equipment brought in as necessary, also teams will be required to sign for equipment locker keys from the arena staff. Any person signing for equipment in the future will be required to be the person who actually returns the equipment.  I look forward to working with the executive, and members to enable the association to support the teams and players for the upcoming seasons.  Marc Tremblay: Marc stated that the GPMHA Equipment Manger must take full control of the equipment locker. Silver Dart staff will not be responsible for the key or kit and will no longer assist in taking care of the equipment or the locker.  Jamie Mason suggested they have a meeting to discuss a suitable plan.  Amanda Marchand: Will the kids be responsible for their own jerseys?  Rich Paul: Rich recommended a goalie equipment sharing program. He also recommended individuals pay a deposit for their jersey and be responsible to care for the jersey throughout the season. Get deposit back on return of jersey in good condition.  Deb Graham said equipment cannot be shared due to COVID 19 Public Health regulations.  Jamie Mason said he will do further research and come up with a plan for goalie equipment and jersey use. |
|  | **J) Fundraising Chair – Shannon Cormier was present and proved her report.**  Thank you to all the teams for making this a great fundraising year.  Pepperoni sales were as follows: Teams Received a total of: $8,822.48 GPMHA raised a total of: $10,131.68  Comedy Night: Total Raised:     $3984.66  **Total Raised for GPMHA this season:    $14,116.34**  Kris Gorr: Kris felt GPMHA ordered more pepperoni than required therefore leading to teams being required to sell too much pepperoni in a shorter than usual timeframe. He feels it is not fair to demand that teams sell all the pepperoni prior to initiating their own team fundraising. It handcuffs teams into selling pepperoni.  Korilee Chappelle: Korilee requested that the GPMHA executive ensure the teams get their pepperoni funds quicker to allow teams to make better use of the funds and have an opportunity to plan financially for the season. This is especially important if the teams are not allowed to do any additional fundraising.  Shannon Cormier said she put the pepperoni flyers out early. As the GPMHA Fundraising Chair, she has mandated teams are required to commit to the association fundraiser prior to their own team fundraising. Shannon said the teams received their pepperoni funds in January.  Marie Carson: Marie said more fundraising groups are choosing pepperoni so that may be driving interest in sales down. Perhaps consider an alternate option.  Kris Gorr: Midget rep went to Silver Stick this year and went all over town asking for donations. He reminded the executive to follow the constitution as it states we are not able to approach local businesses for donations. Fundraising options have to be equal for all teams. Recall the Scotia Bank issue in the past.  Amanda Dawe: Amanda stated she did not approach any local businesses as the midget rep manger.  Shannon Cormier said she did not decline any teams for fundraising. She reminded the membership that all teams were allowed to sell items such as cupcakes and treats at their tournaments. |
|  | **K) Bingo Chair – Tania Thompson was present and provided her report.**  My name is Tania Thompson. I’m the Bingo Chair for GPMHA. Delta Gaming Center in Pembroke allows local charities to work shifts assisting staff, in turn gives a percentage of the profits made for the shift that is worked. Every year OLG pays approximately a million dollars into the community and we are fortunate enough to hold a slot which helps brings fees down. As of now there is nothing going on or shifts slowed because if COVID-19.  No questions. |
|  | **L) Publicity/Webmaster/Clothing Chair – Joe McCrae was present and provided his report.**  My job as the Publicity Officer is to maintain the GPMHA website so that all personal visiting our site is aware and up to date with all Association matters.  I also am responsible to make sure that all teams have a representative access to the website admin pages so they can update their team’s information and business. Also, that they have access to the league websites for updating Scores for the teams.  I am the Liaison with Play it Again sports in regards to GPMHA Apparel.  No questions. |
|  | **M) Referee in Chief – Chris Misztal was present and provided his report.**  37 officials in Petawawa during the 2019/20 season that provided referee coverage across GPMHA, District 5, Aces, and Junior B. There is a varied level of experience and the referees were assigned accordingly. Chris reminded the general membership that mistakes will be made and that is how referees grow in their role.  HEO has zero tolerance for poor spectator behaviour. As the GPRIC, Chris appreciated support from Pat Mons and Cindy Isaac in this regard. He encouraged the bench staff to set expected behaviour for fans at the beginning of the season at the team level.  Experienced referees provided mentorship for young referees throughout the season.  Chris Misztal encouraged the general membership to reach out with questions through his email on the GPMHA website.  No questions. |
| **6** | **Treasurer/Financial Statement – Sarah Squissato was not present and Deb Graham provided her report.**  Accountant, Pat Hahn, reviews all financial documents monthly and provides a monthly bookkeeping report to GPMHA executive for review and approval. Year end financial documents are provided to the GPMHA executive and reviewed with the general membership at the Annual General Meeting for approval.  Copies of the Financial Statements for the year ending May 31, 2019 were shared with the general membership.  Current balance as of Aug 19, 2020  $150,934.66  2018/2019 Financials  Open balance $108,159.16  Closing balance $107,870.68  Largest Revenues  Registration $185,150.63  Fundraising $36,763.00  Home tournaments $54,875.00  Largest Expenses  Ice $150,006.54  Clothing/jerseys $61,966.82  Referees $28,696.50  2019/2020 Financials  Open balance $107,870.68  Closing balance $122,926.18  Largest Revenues  Registration $234,030.19  Fundraising $44,059.15  Home tournaments $50,525.00  Largest Expenses  Ice $136,361.61  Clothing/jerseys $30,816.99  Referees $28,611.50  No questions.  **Tania Thompson motioned to approve the GPMHA Financial Statement as of May 31, 2019, seconded by Shannon Cormier, all in Favour, carried.** |
| **7** | **Motions and Approval of the GPMHAI Constitution, By-Laws, Policies**  Proposed GPMHA constitution changes were posted on the GPMHA website 30 days prior to the Annual General Meeting.  Deb Graham reviewed all proposed constitution changes with the general membership in attendance at the Annual General Meeting. A copy of the constitution with proposed changes highlighted has been included in the Annual General Meeting minutes for future review. GPMHA executive proposed changes are highlighted in yellow and Kris Gorr’s submitted proposed changes are highlighted in blue. Each proposed change was reviewed with the general membership, voted on, and recorded in the minutes by Jennifer Schori.  Jennifer Schori, as the secretary of GPMHA, was responsible to count the votes by a show of hands due to COVID 19 Public Health restrictions. Each proposed constitution change is marked voted and passed or not passed in the minutes. Jennifer Schori then made the approved GPMHA constitution changes as a direct result of the Annual General Meeting votes. The GPMHA Constitution approved as of August 25, 2020 is on the GPMHA website. Address any questions to Jennifer Schori.  Due to the lengthy nature of the Annual General Meeting, some of the general membership left early. We started the AGM with quorum but during the Motions and Approval of the Constitution Changes we no longer had quorum. **Quinn Stevenson motioned for the AGM to continue as planned without quorum, seconded by Rich Paul, all in favour, carried.** |
| **8** | **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 Chair, Fundraising Chair, and House League Director**  Resigning:  House League Tournament Director - Nominations called X3 – None - Not Filled.  Development Coordinator - Chris Misztal nominated Craig Gilles, additional nominations called X3 – None – Development Coordinator is Craig Gillies.  Standing:  Vice President – Nominations called X3 – None – Vice President remains Pat Mons.  Secretary – Nominations called X3 – None – Secretary remains Jen Schori.  Rep Director – Nominations called X3 – None – Rep Director remains Craig O’Brien.  Risk and Safety Chair – Nominations called X3 – None – Risk and Safety Chair remains Cindy Isaac.  To Be Ratified:  Ice Allocator – Nominations called X3 – None – Ice Allocator ratified Amanda Dawe.  Equipment Manager – Nominations called X3 – None – Equipment Manager ratified Jamie Mason.  Fundraising Chair – Nominations called X3 – None – Fundraising Chair ratified Shannon Cormier.  Appointed Positions:  Aces Representative – Derek deRuiter submitted a letter of interest for this position and addressed the general membership at the AGM. Derek deRuiter has been appointed as the GMPHA Aces Respresentative.  Coach Mentor: GPMHA is calling for letters of interest for this position. |
| **9** | **New Business:**  Korilee Chappelle: Korilee submitted the following items for new business and they were put on the agenda. Due to the lengthy nature of the AGM and fact that many of the items she wished to discussed were already covered, Korilee requested we defer the new business from the agenda. She requested that GMPHA executive consider her suggestions at an upcoming executive meeting. |

**9. Registration Raffle Draw**

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

**10. Adjournment**

***Deb Graham motioned to adjourn at 9:41 pm. Second by Jen Schori. All in favour. Carried.***

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

Jennifer Schori – Secretary

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

Deb Graham - President