



## **Guelph Minor Hockey Association**

### **Board of Directors Meeting Minutes**

**Date/Time:** Monday, June 26, 2023 @ 8pm

**Location:** GMHA Office

**Present:** Steve Van Dam (joined virtually at 8:05pm), Chris Ste. Croix, Ted Annis, Jamie Baggio, Kim Salmon, Alex Gruevski, Lucas Kusiak, Kelly Irwin, Chad Mitchell, Mike Gourlay, Ben O'Hara, Erin Appleby

**Regrets:** Bryan Gillmore, Dave Belliveau

**Motion by Chris Ste. Croix to call the meeting to order at 8:00pm. Second by Jamie. Motion carried.**

**Motion by Chris Ste. Croix to add Kidspire Contract Ratification and U10BB Coach selection and to approve the agenda with this change. Second by Alex. Motion carried.**

#### **Review and Approval of Minutes**

- Board Meeting June 11, 2023

Minutes to be reviewed at the next board meeting.

#### **Declaration of Conflicts of Interest**

U10 Conflict - Chris Ste. Croix, Alex Gruevski, Ben O'Hara

1. Assignment of Director Portfolios – Chris Ste. Croix – 20 minutes

2022-23 season there was no Vice-President and, as such, there was no one to assume the role of President for 2023-24. Since being elected into the role of Vice

President at the AGM and having held the Acting position for the past two seasons, Chris Ste. Croix will assume the role of Acting President.

### **Acting President**

**Motion by Kim Salmon to appoint Chris Ste. Croix as Acting President for the 2023-24 season. Second by Jamie Baggio. Motion Carried**

### **Secretary – voted by the board yearly**

Manages bylaws, voted annually by the board, member of the executive committee, manages minutes and agendas

**Motion by Chris Ste. Croix to appoint Erin Appleby as Secretary for the 2023-24 season. Second by Jamie Baggio. Motion carried.**

### **Director of Player Development**

Support coach and player development. Liaison with Technical director to develop programming across the organization, coordinates tryouts.

**Motion by Alex Gruevski to appoint Ted Annis as Director of Player Development for the 2023-24 season. Second by Kim Salmon. Motion carried.**

### **Director of Risk Management**

VSC checks, supports player safety, manages compliance of safety issues.

**Motion by Chris Ste. Croix to appoint Lucas Kusiak as Director of Risk Management for the 2023-24 season. Second by Ben O’Hara. Motion carried**

### **Director of Communications**

Supports communication to teams and community, website design, social media presence

**Motion by Jamie Baggio to appoint Chad Mitchell as the Director of Communications for the 2023-24 season. Second by Kelly Irwin. Motion carried.**

### **Director of Sponsorship and Fundraising**

Coordinates sponsorships, ensures campaigns are running effectively, oversees appropriateness of team sponsorships. To consider adding the coordination of volunteers across the organization.

**Motion by Jamie Baggio to appoint Kelly Irwin as Director of Sponsorship and Fundraising for the 2023-24 season. Second by Kim Salmon. Motion carried.**

### **Director of Equipment**

Oversees equipment needs for the organization, focal point with jersey and apparel provider, oversees House League tablets for electronic game sheets.

**Motion by Chris Ste. Croix to appoint Ben O’Hara as Director of Equipment for the 2023-24 season. Second by Jamie Baggio. Motion carried.**

2. Assignment of Committees and Working Groups – Chris Ste. Croix – 30 minutes

### **Risk Management Committee**

Risk - includes concussion protocols, support Vice-President in complaints, manage discipline process

**Chair: Chris Ste. Croix**

Members:

- Lucas Kusiak
- Steve Van Dam
- Erin Appleby

**Motion by Kim Salmon to appoint Chris Ste. Croix as chair and Lucas Kusiak, Steve Van Dam and Erin Appleby as members. Second by Ted Annis. Motion carried**

### **By-Law Amendment Committee**

Review current bylaws, propose changes

**Chair: Erin Appleby**

Members:

- Mike Gourlay
- Kim Salmon
- Bryan Gillmore

**Motion by Chris Ste. Croix to appoint Erin Appleby as chair and Mike Gourlay, Kim Salmon and Bryan Gillmore as members. Second by Alex Gruevski. Motion carried.**

### **Finance Committee**

Support creation of annual budget, oversees team budgets, support management of ice costs

**Chair: Kim Salmon**

Members:

- Mike Gourlay
- Alex Gruevski
- Erin Appleby
- Rhonda Gatto (default member as GMHA finance staff)

**Motion by Chris to appoint Kim Salmon as chair and Mike Gourlay, Alex Gruevski, Erin Appleby and Rhonda Gatto as members. Second by Jamie Baggio. Motion carried**

### **Sponsorship and Fundraising Committee**

Support activities across the organization, ensure team fundraisers are appropriate for the organization

**Chair: Kelly Irwin**

Members:

- Jamie Baggio
- Chad Mitchell
- Kim Salmon

**Motion by Chris Ste. Croix to nominate Kelly Irwin as chair, Jamie Baggio, Chad Mitchell and Kim Salmon as members. Second by Alex Gruevski. Motion carried.**

### **Development Committee**

Support development plan across the organization, prepare future framework for development.

**Chair: Ted Annis**

Members:

- Dave Belliveau
- Alex Gruevski
- Jamie Baggio
- Ben O'Hara
- Steve Van Dam

Significant interest in joining this committee. Target to have the committee at 5 board members.

**Motion by Chris Ste. Croix to nominate Ted Annis as chair with Dave Belliveau, Alex Gruevski, Jamie Baggio, Ben O'Hara and Steve Van Dam as members. Second by Kim Salmon. Motion carried.**

### **House League Committee**

Support house league programming, update conveyor handbooks, manage select tryouts.

**Chair: Jamie Baggio**

Members:

- Kelly Irwin
- Chad Mitchell
- Ben O'Hara
- Kim Salmon

**Motion by Chris Ste. Croix to appoint Jamie Baggio as chair with Kelly Irwin, Chad Mitchell, Ben O'Hara and Kim Salmon as members. Second by Ted Annis.**

**Motion carried**

### **Coach Selection Committee**

Support overall process for coach selection

**Co-Chair: Dave Belliveau and Bryan Smith**

Members:

- Alex Gruevski
- Lucas Kusiak
- Steve Van Dam
- Kelly Irwin
- Bryan Gillmore

**Motion by Chris Ste. Croix to appoint co-chairs Dave Belliveau and Bryan Smith and members Alex Gruevski, Lucas Kusiak, Steve Van Dam, Kelly Irwin and Bryan Gillmore. Second by Mike Gourlay. Motion carried.**

### **Equity, Diversity and Inclusion Committee**

Plan a couple years ago was to leverage a non-GMHA member to lead the committee to align with four pillars: (1) diversity amongst coaches, (2) diversity amongst players, (3) create a welcoming environment for everyone and (4) ensure all decisions align with an EDI policy

**Chair: Mike Gourlay**

Members:

- Lucas Kusiak
- Ben O'Hara
- Kelly Irwin

**Motion by Chris Ste. Croix to nominate Mike Gourlay as chair with Lucas Kusiak, Ben O'Hara and Kelly Irwin as members. Second Kim Salmon. Motion carried.**

### **Ice Scheduling Committee**

Support the capture of ice requirements, develop a plan for effective use of ice, optimize ice usage.

**Chair: Ted Annis**

Members:

- Jamie Baggio
- Alex Gruevski
- Dave Belliveau
- Chad Mitchell
- Penny Hunter (default member as GMHA Scheduler)

**Motion by Chris Ste. Croix to nominate Ted Annis as chair and Jamie Baggio, Alex Gruevski, Dave Belliveau, Chad Mitchell and Penny Hunter as members. Second by Mike Gourlay. Motion carried.**

**3. Any other business – Chris Ste. Croix – 15 minutes**

### **KidSpire Media**

- Sponsorship company who will reach out to the community to acquire sponsorships on behalf of GMHA.
- GMHA provides which assets we want them to sell, Kidspire will not touch existing sponsors.
- Kidspire will take 25% commission.
- Agreement is for 3 years

- GMHA can provide direction on what sponsorships are deemed appropriate for the organization
- Key changes requested and accepted: standard length of the agreement, GMHA controls existing sponsors, clarification GMHA does not pay Kidspire.

**Motion by Chris Ste. Croix to approve the contract with KidSpire. Second by Alex Gruevski. Motion carried.**

**Motion by Chris Ste. Croix to go in-camera at 9:45pm. Second by Ted Annis. Motion carried.**

**Motion by Steve Van Dam to appoint Storm Cooksley as U10BB Head Coach. Second by Kim Salmon. Motion carried.**

**Motion by Chris Ste. Croix to go out of in-camera at 9:53pm. Second by Kelly Irwin. Motion carried.**

#### **Identification of Key Actions over the Summer**

- Update signing authority for next Executive - Kim Salmon
- New appointments to be shared with Bryan Smith - Chris Ste. Croix
- Email alias to be created and will include all board members and Bryan Smith - Bryan
- New WhatsApp group to be created for 2023-24 Board Members - Chris Ste. Croix
- All Board Members to complete a VSC - everyone
- Create updated Conflict of Interest table - Erin Appleby
- Update of MS Teams committees - Chris Ste. Croix
- Ops Manual & Rep Manual updates - Chris Ste. Croix
- Draft Budget - Kim Salmon
- Development Plan - Ted Annis
- Ice Scheduling Plan - Ted Annis
- EDI Plan - Mike Gourlay



**Motion by Chris Ste. Croix to adjourn the meeting at 10:02pm. Second by Alex Gruevski. Motion carried.**

**Next Meeting**

July 23rd 7pm - GMHA Office