

**Comox Valley Minor Hockey Association
May 20, 2025 Executive Minutes**

Attendance: Jason Rae (President), Luisa Perry (1 st Vice), Todd Brown (Asst to 1 st Vice), Lance Petty (2 nd Vice), Andrew Robb (Director at Large), , Randi Bois (Secretary), Jocelyn Brimacombe (Treasurer) Melissa Berrigan (Ice Coordinator), Simon Morgan (Registrar), Kevin Thompson (RIC), Tish Kristensen (Asst to 2 nd Vice/Rep Director), Eugene Bouthot (Director at Large).

Regrets: Cam Knox (Coach Coordinator), Cindi Secord (Female Coordinator)

Call To Order: 6:36 PM

Additions to Agenda: None

Adoption of Agenda: Luisa Perry/Tish Kristensen **All in favor**
Approval of Previous meeting minutes : Luisa Perry/Tish Kristensen **All in favor**

Delegation – HeadCheck Health (UBC-Affiliated Tool)

- Presentation on a concussion and injury management platform.
- Digitized, offline-compatible tool that logs both concussive and non-concussive injuries.
- Supports accountability and risk management.
- **Cost:** \$3,500 – Motion passed unanimously – Jason to follow up and discuss with facilitator further about cost

Executive Reports & Key Updates

President – Jason Rae

- **Introductions** of new board members
- **AGM & Charity Golf Tournament:** Opportunity for CVMHA to receive nets in exchange for volunteer support (10–15 volunteers requested).
- **VIAHA President:** Health update; CVMHA extending support.
- **Team Email Access:** Setting up standardized emails for continuity and smoother role transitions.

Registrar – Simon Morgan

- Contact sheet updated.
- Annual society filings submitted.

Ice Allocation – Melissa Berrigan

- Anticipated loss of two sheets at Glacier Gardens.
- CVRD schedule changes affecting rep game times.
- Concerns about black ice charges, practice limitations, and weekend availability.

Rep Program – Tish Kristensen

- T2 applications and evaluator coordination ongoing with CR, PR, Comox for T1.
- **New Jerseys :** The zone is going with North Island Bears logo on the front & Red & White for colors
- **Tryout Transparency:** Evaluation booklets and clear expectations to be implemented.
- **Player Expectations:** Emphasis on improved behavior; proper exit interviews to be adopted.
- **Team Policy Updates:**
 - Mandatory two goalies per team.
 - AP agreements and policies to be finalized.

Referee-in-Chief – Kevin Thompson

- Awaiting BC Hockey's First Whistle application response.
- Developing referee jersey loan program.
- Suggestion to add officiating interest checkbox to player registration forms.
- Working to attract and retain 15–17 year old officials.
- Exploring options for discounted referee gear.

1st Vice – Luisa Perry

- Parent complaints re: bench shortening for competitive purposes—against Hockey Canada fair play mandates.
- Ongoing revisions to Division Manager Handbook.
- Discussion around siblings on ice—further clarity needed for liability concerns.
- Clarifications discussed:
 - Bench staff course reimbursement for up to 6 members.
 - CRC requirements for first aid responders.
 - Removal of restrictions on advertising team fundraising events.
- Issues raised with team fund deposits at Credit Union.

- Few end-of-season player evaluations received from coaches. Discussion around how to ensure these are completed in the future.
- **Minimum team size** discussion: 14–15 skaters needed; decision to be finalized post-Labour Day.
- Dual roster policy raised—awaiting Female Coordinator feedback.
- **Equipment Purchases:** Pre-approval granted for jerseys, pucks, and first aid kits—order ASAP.
- Identified need for policy on paid programming and procurement specific to contracts
 - Power skating
 - Goalie development
 - Female development

Sponsorship – Lance Petty

- Forming sponsorship committee—volunteers welcome.
- Rink board sponsorship competition with Glacier Kings/CVRD noted.
- Exploring jersey and banner sponsorships.
- Holiday Inn offering \$10 per night per diem when hosting tournaments to go to CVMHA. Lucrative last year.

Treasurer – Jocelyn Brimacombe

- Preparing for new role and duties.

Directors at Large: Andrew Robb / Eugene Bouthot

- **First Shift Welcome:** Requesting an additional six ice slots for a First Shift Transition program, which we are likely unable to accommodate. Will coordinate with First Shift for the Welcome Event and Melissa for the ice requirements.

Secretary – Randi Bois

- Looking into current bylaws to make sure they meet requirements
- Will circulate a document outlining the issues.
- No changes to bylaws can be made until the AGM or a Special General Meeting, as required under the *BC Societies Act*.

Additional Notes

- **Volunteer Fair & Planning:**
 - Aquarium Room (SC1) (2nd Tuesday)

- Target early August for Volunteer Fair
- **Mentorship Program:** U15/U18 players to express interest via opt-in form.

Adjourned: 9:03pm