



**Knights Hockey Club Board of Directors  
MEETING MINUTES  
Zoom Conference Call/Cardel Rec South  
November 9, 2021**

**Meeting Chair:** Robin Latajka

**Recording Secretary:** Erin Boulet

**In Attendance:** Robin Latajka, Bruce Swan, Corey Severtson, Jennifer Kidd, Kirk Cullen, Kari Schwab, Charene Welsh-Mattson, Lisa Rosier, Erin Boulet, Jamie Keeley, Steve Griffin

**1.0 Call to Order**

- The meeting was called to order at 7:01 pm by Robin Latajka who acted as Chairman of the meeting

**2.0 Approval of previous minutes**

**Motion: It is proposed that the meeting minutes from October 12 meeting, be accepted as written.**

Proposed by Kari Schwab

Seconded by Corey Severtson

**Motion Passed**

No Discussion.

**3.0 Acceptance of the agenda**

**Motion: It is proposed that the agenda be approved as written.**

Proposed by Bruce Swan

Seconded by Chris Willoughby

**Motion Passed**

No Discussion.

**4.0 Presidents Report – Robin Latajka**

- Succession planning follow-up:
  - Still need a response from a few people who's terms are up this year
  - Let Robin know ASAP what your plans are for next season
- Operations Council update:
  - Provincials:
    - U9 & U11 do not have provincials
    - U13 div 1-4, U15 div 1-3 & NBC 1, U18 div 1-3 have provincials. Regular season champions will go to provincials (not playoff champions).
    - North vs South final game playoff will be held on Feb 22
    - We have let Hockey Alberta know that the KHC U18 BC 1 team is interested in hosting. We have not received confirmation from Hockey Alberta yet.
  - All KHC affiliates have been loaded. Erin & Bruce to provide feedback to Jamie Henry re: affiliate timelines, process etc.

- Re-seeding will happen Nov 24. Bruce will work with League Chairs/Hockey Calgary.
- Reminder that the coach certification deadline is Nov 15.
- Need to send another masking reminder to the coaches.
- HC is still seeing a shortage of referees in the city.
  - Out of town tournaments continue to be an issue
  - Any referee complaints need to go through association president. Do not approach Central Zone/Hockey Calgary directly.
- Hockey Calgary rule change:
  - Maltreatment rule. Formerly 9.2f (racial slurs), is now 11.4.
  - Associations are being asked to do internal investigations when a rule violation is brought forward from the League Chairs/Governors.
  - Currently investigating 2 KHC violations
- Rumors that U11 is moving to Elite hockey are not true. U11 will stay with their community associations.
- Registration is down about 5% across the city.
- There will be a boundary review between Crowfoot & Bow River at the end of this season. Both have low registrations.
- Social Media
  - Website is still getting 200 hits per day
  - We just hit 1500 followers on Instagram
  - Robin is looking for a replacement to take over social media
- Holidays – Robin is on holidays from Dec 13 – 28. Will be checking emails once per day. Bruce will chair the next KHC Board meeting and attend the next Operations Council meeting in her place.

#### **5.0 Administrator/Registrar Report – Erin Boulet**

- 50/50 is doing great. Ticket sales are at about \$12,000 already.
- Coach certifications
  - Working through team by team to make sure all teams are certified
  - Deadline is Nov 15
  - Currently about 60-70% of our teams are fully certified
  - Lots of our coaches are booked for certification clinics this weekend
- Affiliates have all been approved and entered. A few of our players will be affiliated to Southside Jr C.

#### **6.0 Off Ice Consultant/Ice Scheduler Report – Lisa Rosier**

- Off ice/Ice scheduler update
  - Scheduling windows
    - Teams are permitted ONE schedule window during the regular season, no exceptions.
    - Teams can participate in tournaments during the seasonal break and after playoffs (U11 – U18).
    - U7 also needs to submit a schedule window during the regular season. They do not participate in playoffs so they can start participating in tournaments on Feb 20.
  - Ice has been put aside for provincials if we win the bid to host.

- Has been working with Jamie on post-season tournaments. Tournaments have been offered to U11 & U13. 2 teams have confirmed that they will host.
- Tournament requests need to be submitted to Hockey Calgary by Nov 14. There is a max of 3 tournaments approved for each weekend.
- Noticing lots of younger age groups are wearing game jerseys for practices. Erin to send an email out to Head Coaches reminding them that game jerseys are not to be worn for practices.
  - ACTION: Erin to send email to coaches with the following reminders:**
    - Game jerseys are for games only
    - Masking requirements
    - Coach certifications
    - Maltreatment rule
    - QR codes will be required as of Nov 15
- Team photos were completed over a weekend. All teams had their photos taken this year. About 40 players missed their individual photos. Only 12 showed up to re-takes.

#### **7.0 Vice President On Ice Report – Bruce Swan**

- Rink 2 at Cardel Rec – clock is broken. A new one has been ordered and will arrive this week. Video instructions will be sent out to all teams.
- Evaluation questionnaire will be sent out to membership
- Scott has put together a goalie specific training for coaches
- Have started the planning process for the Spring 3on3
- Friday Knights development program is underway. Players can sign up for individual themed sessions. Sully is hosting player development sessions, GDI is hosting goalie development sessions.
- GDI has also offered KHC goalie training software package at 50% off. Specific training for coaches on how to work with goalies. Great for U9, U11 and U15 age groups.
- Sent an email out to coaches last week regarding pucks and pylons for practice. Bruce estimates we have already lost about 800 pucks this season. Puck buckets and bins have been re-stocked for the last time. If they go missing, teams will need to buy their own pucks.
  - Rink 2 at Cardel – pucks have been moved out of the bin behind the net and into a room between dressing room 6 and the home bench.
  - Pucks and pylons did not need to be replenished at LB
- Coaches have been using “Coach them” for practice planning. Has been highly successful so far.
- Looking for feedback from the coaches on affiliation process and re-seeding. Two potential teams are being looked at for re-seeding – U11 4 and U13 5.

#### **8.0 Vice President Off Ice Report – Kari Schwab**

- Lots of questions from teams regarding COVID protocol for off-ice events
- Many parents/teams are hosting pub nights
- Veterans food drive will be held this Thursday evening
- Age group guide books are being developed with Charene
- Continuing to work on showcases

#### **9.0 Vice President Finance Report – Chris Willoughby**

- Finances:

- Bank reconciliations are all up to date
- About 85% of teams have submitted their financial statements/budgets
  - 2 teams are requesting to go above the \$10,000 fundraising limit. Most other teams were well below the limit.
- Discount rewards program:
  - Questions have been addressed with the Board.
  - Confirming that we are good to send out to the membership
  - Discussion regarding ensuring that we are approving appropriate businesses.
  - Call for submissions will be sent out to the membership
- Issue with time clock at LB large ice:
 

**ACTION: Lisa to followup with LB to ensure it is fixed.**
- Question from Bruce – 403 Eatery in Canyon Meadows wants to buy a Knights jersey to hang in their restaurant. Is that permitted? Discussion ensued. No issues.

#### 10.0 Vice President Safety & Governance Report – Corey Severtson

- Maltreatment rule:
  - Had some issues with a few players
  - Rule has a lot of grey area and leaves room for interpretation by the Referee
  - Important to stress to the kids that it is not about their intention or the words that they say but more about how it is heard by the receiving player.
- COVID update:
  - We have seen a few positive cases on our teams.
  - No outbreaks yet
  - Reminder to teams that now is not the time to push the limits of the AHS protocol. We want to ensure that our teams/players stay on the ice.
  - A few issues with parents/players not wearing masks
  - Discussion regarding how proof of vaccination is tracked by team managers.
- Suspensions:
  - Only a few minor suspensions so far
- Cardel update:
  - Clock is being fixed right away
  - To save money, Cardel is looking at getting rid of security guards and using Cardel staff to check POV.

#### 11.0 Policy & Procedures review

- Review of team fundraising, cash call and apparel policies.
  - Cash calls:
    - Added \$250 cash call limit for teams
    - If teams need to exceed the limit, permission must be obtained from the VP of Finance
  - Sponsorship:
    - 11.2 states we do not “encourage sponsorship”
    - Suggestion to re-word that sentence so that teams know that sponsorship is an option
    - Paragraph revised and updated in P&P document.
  - Apparel:

- Updates to paragraph regarding funds being used for apparel (75% of funds must be used for hockey development/hockey related/on ice expenses)

**12.0 New Business**

- None

**13.0 Next Meeting – Tuesday, December 14, 2021**

**Adjournment**

Motion: **It is proposed that the meeting be adjourned at 8:16PM**

Proposed by Robin Latajka

Seconded by Chris Willoughby

Motion **Passed**