

## QRMHA 1st Board Meeting 2025-26 Season



**Date:** Monday June 16/2025, 6:30pm

**Location:** Wellness Centre, Proshop room QSWC

**Attendance:**

Officers of the Executive: n/a, to be determined this meeting

Directors: Chris Auger (non-parent), Anthony Tapper (non-parent), Shawna Adams (non-parent), Jeremy Yearwood (2016), Gary Sage (2016), Sarah Baily (2015), Dave Templar (2014), Taryl Kramp (2013), Shannon Martin (2010), Rob Clute (2009), Anna Grant (2008), Josh Moore (non-parent)

Staff: Greg Popovich (Administrator/Staff), George Eastman (Ice Scheduler)

**Guests:** nil

**Virtual:** nil

**Regrets:** nil

**Chair of the Mtg must be President or a VP in their absence:** Today, given we have yet to name our Officers of the Executive, Greg will chair.

**Quorum**, 8 Directors, (2 Officers from the Exec, 1 of which must be a VP), **Requirements Met?:** Yes

Item	Discussion	Action/Motion	
<b>Welcome</b>	<ul style="list-style-type: none"><li>Decide on who will Chair this Mtg briefly until a President is Elected. Once a President is elected, they will chair the mtg</li></ul>	<ul style="list-style-type: none"><li>Greg Popovich will chair mtg, lead discussion, and keep us on time</li></ul>	<input checked="" type="checkbox"/>
<b>Accept Agenda</b>	<ul style="list-style-type: none"><li>Review the Agenda / change any order of importance</li></ul>	<ul style="list-style-type: none"><li>Motion (Rob) to accept agenda. All in favour. Motion passed.</li></ul>	<input checked="" type="checkbox"/>
<b>Ice Scheduler (George)</b>	<ul style="list-style-type: none"><li>George has requested to speak, and first on the agenda re: a scheduling issue that doesn't require the Executive, but does require board input:</li><li>QSWC Mackay 3:45-5:45pm slot was previously U15 on Saturdays; however for 2025-26 there is no U15 team</li><li>Concern: if we give this slot away, QRMHA will never get it back</li></ul>	<ul style="list-style-type: none"><li>Action?: none required. (George will keep us abreast of the ice scheduling on-goings).</li></ul>	<input checked="" type="checkbox"/>

	<ul style="list-style-type: none"> <li>• Proposition/suggestion: lease this time slot or the Sunday CAA 1:30-3:30 slot out for 1 yr so that next year we will have the time slot back</li> <li>• Discussion/ overall feel of the board from a number of directors to have the U18 moved to the 5:45 - 7:45pm slot, U16 moved to 3:45 - 5:45pm, for ease of organizing reffing, and for ease of scouts seeing U18 right after U16</li> <li>• Try to get a lease on the CAA Sundays from 1:30 - 3:30</li> </ul>		
<b>Review Job Descriptions, Elect Officers (Pgs 2-4 of Rules &amp; Regs)</b>	<ul style="list-style-type: none"> <li>• The Executive is composed of 6 Officers: <ul style="list-style-type: none"> <li>◦ President, VP OMHA, VP business, VP Hockey Ops, Secretary, &amp; Treasurer.</li> <li>◦ The Executive, (within the confines of the Constitution &amp; Rules/Regulations), has a massive amount of authority to make decisions and run the association between board mtgs, (for ratification at the next formal board mtg).</li> <li>◦ (A strong executive would be a <i>very efficient</i> way for the board to function.)</li> </ul> </li> <li>• Discussion re: when the Executive needs to be announced. Decision: it does not have to be immediately after this meeting. We can take the time we need to make sound choices in this regard.</li> <li>• Discussion re: reiterating the importance of confidentiality at the board mtg level, and to direct members of the association / public to the website-posted minutes for information / updates</li> </ul>	<ul style="list-style-type: none"> <li>• Action: We have a President nominee who has chosen to seek the support from his family prior to accepting the role</li> <li>• Action: Anna Grant will assist whoever takes over the role of secretary to aid in settling into the position for 2025-26.</li> <li>• Motion/approval: The following persons were unanimously approved by the board for the following Officer positions of the Executive for the 2025-26: <ul style="list-style-type: none"> <li>◦ VP Hockey Ops: Anthony Tapper</li> <li>◦ VP Business: Shawna Adams <ul style="list-style-type: none"> <li>■ designated helper: Sarah Baily</li> </ul> </li> <li>◦ VP OMHA: Gary Sage (returning) <ul style="list-style-type: none"> <li>■ Dave Templar as a backup/shadow for potential eventual successor</li> </ul> </li> <li>◦ Treasurer: Rob Clute (returning)</li> </ul> </li> </ul>	<input checked="" type="checkbox"/>
<b>Review Job Descriptions of Paid Staff (Pgs 4-9 of Rules &amp; Regs)</b>	<ul style="list-style-type: none"> <li>• Discussion: Various board directors were aware of the following staff-persons' continued interest in keeping their positions c/ QRMHA: <ul style="list-style-type: none"> <li>◦ Coach Mentor. Current: Evan Osterhout</li> <li>◦ Ice Scheduler: George Eastman</li> <li>◦ Referee-in-Chief: Nick Meyers</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Motion (Sarah) to keep the coach mentor position to Evan Osterhout for the 2025-26. Second (Rob). All in favour.</li> <li>• Motion (Rob) to keep George Eastman as ice scheduler. Second (Taryl). All in favour.</li> <li>• Motion (Shawna) to keep Nick Meyers as referee in chief. Second (Jeremy). All in favour.</li> </ul>	<input checked="" type="checkbox"/>

	<ul style="list-style-type: none"> <li>• Discussion: It was unknown if Jackie Jarrell would be interested /able to continue as QRMHA Head Trainer with her other commitments.</li> <li>• Discussion re: whether the Head Trainer position should potentially be changed to an unpaid position vs offer to Jackie Jarrell again if she is interested/able vs advertise a call for applicants.</li> <li>• Financial Administrator (bookkeeper): Greg Popovich</li> <li>• Executive Assistant of Administration: Greg Popovich</li> <li>• <b>**Greg Popovich Retiring June 30/2025**</b></li> <li>• Discussion: Greg will do the best he can to hand-off/ transfer the position responsibly to the new person fulfilling the roles so nothing falls between the cracks.</li> <li>• Discussion: <ul style="list-style-type: none"> <li>○ Q: Deadlines for applications? A: 1 wk.</li> <li>○ Q: Should it be 2 people or 1? A: 1.</li> <li>○ Q: How do we word it?: A: "We're looking for a <i>person</i> to fulfill the following roles . . ."</li> <li>○ Q: Where will we advertise? A: Website</li> <li>○ Q: Who will review the applications? Shawna &amp; work with the hiring panel.</li> <li>○ Q: Process for hiring? A: Hiring panel</li> <li>○ Q: Contracts required? A: Yes we need those.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Action: Gary to reach out to Jackie Jarrell to see if she's interested in returning as head trainer, and to report back to the board.</li> <li>• Action: Shawna will create a job description/call for applicants for the bookkeeper and administrator positions to run by the board, for posting on the QRD website.</li> <li>• Action: A hiring panel was agreed upon composed of: Chris, Dave, Shannon, and Rob as back-up.</li> </ul>	
<b>Review of Minutes Last In-person Mtg</b>	<ul style="list-style-type: none"> <li>• Review minutes from last mtg: May 20/25, sent out by email from Anna May 24/25.</li> <li>• There was one correction noted: pg 2 of 6, Gary seconded the U13 Motion, not Shannon.</li> </ul>	<ul style="list-style-type: none"> <li>• Motion (Anna), (from someone on the 2024-25 board), to approve May 20, 2025 min with this correction. Secunder: (Rob). All in favour. Motion Passed.</li> </ul>	<input checked="" type="checkbox"/>
<b>Formally accept <u>Motions Passed since last in-person Mtg</u></b>	<ul style="list-style-type: none"> <li>• June 10, 2025 via WhatsApp: Motion (Tamara Nailer) to pay the legal fee bill for changes and updates made to the <i>Constitution and Rules/Regulations</i> documents over the 2024-25 season. 7 in favour, 0 opposed. Motion passed.</li> </ul>	<ul style="list-style-type: none"> <li>• Motion (Rob), to approve previously agreed upon motion. Secunder: (Chris). All in favour. Motion passed.</li> </ul>	<input checked="" type="checkbox"/>
<b>VP Business</b>	<ul style="list-style-type: none"> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>• Action: Shawna will need to reach out to Tamara Nailer, VP business for 2024-25, for</li> </ul>	<input checked="" type="checkbox"/>

		<p>handover of: ie: current contracts, ~time-based schedule for when various items of the association need to be approximately completed by, etc</p> <ul style="list-style-type: none"> <li>Action: Shawna was provided Tamara Nailer's contact info to touch base for handover.</li> </ul>	
<b>Tabled Last Meeting</b>	<ul style="list-style-type: none"> <li>To be added to <i>next</i> board's "To Do List" from May 20/25: <ul style="list-style-type: none"> <li>"Put a committee together, to investigate the <b>future cost of coaching in Quinte</b>, then report back to Treasurer, possibly Rob Clute, who will use this information in a small finance committee that will be formed, for the purposes of financial forecasting for the board's consideration &amp; planning.</li> <li>To have a <b>development plan</b> for Quinte players</li> <li>Put a <b>small finance committee</b> together</li> </ul> </li> <li>Make a motion to make tryout fees <b>non-refundable</b> on the website for 2026-27 tryouts, and track who is on the ice even if for 1 skate, for insurance purposes</li> </ul>	<ul style="list-style-type: none"> <li>Action Rob will lead a Ad-Hoc Committee: <b>The Hockey Development &amp; Finance Committee</b>. Josh, Anthony &amp; Chris will join. Rob will invite Coach Mentor Evan Osterhout. Chris will ask Scott Fleming if he can join too. Some items to consider: <ul style="list-style-type: none"> <li>Where does QRMHA stack up compared to other teams in OMHA?</li> <li>Review a budget for the coach-mentor position, and consider remuneration for a year-round position to benefit/support coaches.</li> <li>Review the coaching payment grid.</li> <li>Is it attractive enough to recruit top coaches?</li> </ul> </li> <li>Motion (Anna) to make tryout fees <b>non-refundable</b> on the website for 2026-27 tryouts. Secorder (Rob). All in favour. Motion passed.</li> <li>Action: Greg will update the website under the tryout tab with the word "non-refundable".</li> </ul>	<input checked="" type="checkbox"/>
<b>Treasurer</b>	•	•	<input type="checkbox"/>
<b>VP Hockey Ops</b>	•	•	<input type="checkbox"/>
<b>VP OMHA Convenor</b>	•	•	<input type="checkbox"/>
<b>QRMHA Admin &amp; Bookkeeper</b>	•	•	<input type="checkbox"/>
<b>Other (ie: if Coach mentor / Head trainer /</b>	•	•	<input type="checkbox"/>

Special Scenarios)			
Tabled Items for Next Mtg	<ul style="list-style-type: none"> <li>Discuss renewing social media contracts, high on the agenda for next mtg</li> <li>Discuss a communications director from the board</li> </ul> <p><u>*Reminder from May 20, 2025 meeting:</u></p> <ul style="list-style-type: none"> <li>Team Staff, and Board Members need a Vulnerable Sector Check completed &amp; submitted to the OHF screening portal</li> <li>Coaches &amp; Trainers need to review the OMHA "Team Official Qualification Requirements", and take the necessary courses for the upcoming 2025-26 season</li> </ul> <p><u>**Someone needs to keep track of this for next yr's annual board-recommended upkeep / edits to Rules &amp; Regulations / Constitution Committee:</u></p> <ul style="list-style-type: none"> <li>Add this already-board-passed-motion to the 2026 working version of Rules &amp; Regulations, and Constitution, to be presented at the 2026 AGM for formal approval by the membership: <b>If a player is rostered as a Full Time player (not AP), this is considered rostered as per 10.5 in Rules and Regulations. Motion passed today May 20, 2025"</b></li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>	<input checked="" type="checkbox"/>
Adjournment	<ul style="list-style-type: none"> <li>Motion to adjourn (Gary) @ 9:07pm June 16/ 25</li> <li>Next Mtg on Mon Jul 14 @ 6:30 pm. Location TBD</li> </ul>	<ul style="list-style-type: none"> <li>Action (Gary) to reach out to George to book the room, and once known, we can post on WhatsApp</li> </ul>	<input checked="" type="checkbox"/>