

QRMHA 8th Board Mtg of 2025-26 Season: Tentative Agenda/Minutes



Date: Wednesday January 7th/2025, 6:30pm

Location: QSWC: Fireplace room

Attendance:

Officers of the Executive: Chris Auger (non-parent) President, Anthony Tapper (non-parent) VP Hockey OPS (arrival: 7:02pm), Toni Whelan (2010) Secretary, Josh Moore (non-parent) VP OMHA

Other Directors: Sarah Baily (2015), Dave Templar (2014), Anna Grant (2008), Dan Tripp (2012), Taryl Kramp (2013) Jeremy Yearwood (2016)

Staff: Steph Laurin (Administrator/Bookkeeper), Evan Osterhout (Coach Mentor), Jackie Jarrell (Head Trainer), George Eastman (Ice Scheduler), Nick Myers (Referee in Chief)

Virtual: Shawna Adams (VP Business), Jeremy Yearwood (2016), Rob Clute (2009) Treasurer

Regrets: Jackie Jarrell

Invited Guests/Speakers: nil

Current complement of Directors at the start of this Board Mtg: All 12 positions filled

****Chair of the Mtg must be President, or a VP in their absence. **The chair does not have a vote, except in the case of a tie-break.**

Quorum: 8 Directors total, (2 of which are Officers of the Exec, 1 of which must be a VP), **Requirements Met:** Yes/No?

Item	Discussion	Action/Motion	✓
Welcome (Chris)	<ul style="list-style-type: none"> Chris to chair meeting Mtg called to order @ 6:33pm 	Chris will chair the mtg, lead the discussion, and keep us on time.	<input checked="" type="checkbox"/>
Accept Agenda (Chris)	<ul style="list-style-type: none"> Review the agenda: change any order of importance or additions/deletions: nil 	<ul style="list-style-type: none"> Motion to accept agenda: Taryl. Second: Shawna. All in favour. Motion passed. 	<input checked="" type="checkbox"/>
Review of Minutes from Last In-person Mtg (Chris)	<ul style="list-style-type: none"> Review minutes from last mtg: Dec 10/25, sent out by email from Toni Dec 11th/25. Any corrections noted: nil 	<ul style="list-style-type: none"> Motion to approve Dec 10th/2025 minutes: <u> Dave </u> Seconder: (<u> Josh </u>). All in favour. Motion Passed. 	<input checked="" type="checkbox"/>
Formally accept <u>Motions Already Passed since last in-person Mtg</u>	<ul style="list-style-type: none"> Motion (Chris): “Would the board approve sending (an ad for the PROM PROJECT % The Hastings and Prince Edward Learning Foundation), to our teams to see if we can muster up any donations for the prom project . . . suits or dresses.” 6 in favour + Chris. Motion passed. (Dec 17, 2025 via WhatsApp) Motion (Anthony): Board approval for “. . . Please see new list provided in email and provide a thumbs up to vote on this list. We require 6 votes to proceed”. 10 board members were eligible to vote, after board mbrs with conflicts of interest were recused. 6 in favour. Motion passed. (Dec 17, 2025 via WhatsApp) 	<ul style="list-style-type: none"> Motion (Chris), to approve previously agreed upon motions. Seconder: (Taryl, Sarah). All in favour. Motion passed. Motion (Anna), to approve previously agreed upon motions. Seconder: (Sarah). All in favour. Motion passed 	<input checked="" type="checkbox"/>
Pending motions discussion req'd	<ul style="list-style-type: none"> 	<ul style="list-style-type: none"> 	<input checked="" type="checkbox"/>

Previously Discussed Issues since last meeting (Chris)

- (Anthony/Evan) Coach selection process update?
 - All interviews will be completed by next Tuesday
 - Pre-mtg, criteria, rubric, scoring aspect
 - Recommendations from Evaluation committee are forth-coming
- (Anthony) Trudy's SFS, teams still having issues with jerseys and apparel.
 - Consider tabling this, until Chris & Anthony can poll mbrs re: complaints, and sit down with Trudy c/ that feedback
 - Issue with standardized team clothing all looking unique, rather than it looking the same or unified; similar issue occurred with the uniforms: the logo issue seems to be a problem jumping from youth to adult sizing
 - There are kids on the U16 team who still don't have their jerseys from the beginning of the year
- (George) Approve Tryout/Preskates and costs
- (Toni, Steph, Josh) U16 Showcase update; Showcase manual, sponsor letter, ice/rooms booked, OMHA have given their direction, Nick is waiting on a confirmed schedule to book refs/timekeepers.
 - San Souci catering, working c/ Hockey Stick man for player-of-the-game, Quinte Pucks on hand for the Association and U16 Showcase event, window stickers (potentially reusable), gatorade/water situation
 - Pull-up banners, and some annual items to compile and keep for future years
 - Potentially Momentous for Athletic, and Massage Therapy
 - Under budget: currently at \$13,500 vs \$21,000 last year
 - Suggestion for next year All Star W/E combine c/ U16

- Motion (Shawna): If the U16 team runs a 50:50 for the Showcase Weekend, the U16 can keep the profits for the same. Seconder: Josh, Taryl. All in favour. Motion passed.
- Action (Sarah, Steph):
 - Come up with a timeline for specifically what we want, and timeline for when
 - Pre-approval of all items before the try-on dates
 - Action: Quality control of what is yet to be completed-order-wise



	<ul style="list-style-type: none"> ● <u>Next steps:</u> Discussion required around where the revenue goes from sponsors, 50/50, etc? i.e. If we get a sponsor from Bell Sens do they cut a cheque to QRMHA or the U16 QRD Team. ● 		
<p>Other Business / Requests (ie: Staff need to share a report / Special Scenarios)</p>	<ul style="list-style-type: none"> ● George, Ice Scheduler, plz reference: Jan 4/26 email. (This email is required pre-reading for all board mbrs :) ● Discussion around coaches being involved with tryouts. ● Tryout skates are a huge revenue for our association if we decide to reduce costs, what alternatives would we have for fundraising. Further discussion on finding a sweet spot that is reasonable for families and the association. <ul style="list-style-type: none"> ○ Discussion/Questions that need answers/some votes/motions: <ul style="list-style-type: none"> ■ OHF advises 4 pre-skates per division are required, and must be complete by Apr 17 (Source: Josh Moore VP OMHA) ■ (Evan Osterhout Coach Mentor): Suggestion to cut down the icetime, cap the numbers to 12-15, combine age-groups, and ensure these are offered to all ■ (Chris Auger): Suggestion, Encourage U16, U18 age groups to be on-ice instructors, helpers ■ Do we think we'll get 48 skaters for the proposed pre-skates to break-even? U10-U15. For reference, cost \$90 for 2 skates 	<ul style="list-style-type: none"> ● Motion (Toni) : to approve schedules for preskates, tryouts, developers as outlined in George's Jan 4/26 email, with the addition of 4 pre-skates rather than 2 pre-skates per team. Seconder: Sarah, Josh. All in favour. Motion passed. ● Action: George will organize 4 pre-skates per team, exception U18 until tryouts dates Spring v Fall is confirmed; or combine U16 with U18 pre-skates. ● Action: Evan will reach out to current coach base for feedback on the tryout logistics process ● 	<input checked="" type="checkbox"/>

- (Proposed 2, one hr pre-skates per team April 13 to April 16)
 - Q: yes/no?
 - A: No, 4 req'd (see above)

- Do we want to combine divisions ie: U10 & U11 if pre-registration is low to save \$?
 - yes/no?
 - yes, if required

- Is 2 guaranteed skates again this year, for all 8 teams appropriate for tryouts?
 - yes/no?

- Goalie tryouts: is this again appropriate?:
 - U10-U13 @ 0.5 hrs each
 - U14-U18 @ 1 hr each
 - Q: yes/no?
 - A: yes

- Are we good c/ the proposed extra ice?:
 - (Proposed U10-U18: 2 skates + exhib game)
 - yes/no?

- Do we want to save \$3600 in instructor costs and have coaches on the ice for tryouts? *Coaches will bring in their own instructor paid for by the team.*
 - Q: yes/no?
 - A: Yes

- Do we want to leave the cost at \$175 per skater, (no refunds regardless)?
 - yes/no?

- Do we want to run the 1 hr U14 Body Checking Clinic, cost of \$210 = \$150 (Instructor) + \$210 (Ice)?
 - Q: yes/no?
 - A: yes

QRD Head Trainer Report, January 2026

Submitted by: Jackie Jarrell

Since the last meeting, there has been 1 x more injury bringing our total reported injuries to 8 so far this season. There are 2 outstanding injury reports not submitted to OMHA. Once Jackie receives them from the team trainer, she will get them submitted. All players with reported injuries are back playing. She is continuing to work with team trainers with any injuries that arise and support/assist families where she can.

QRD Administrator/Bookkeeper Report, January 2026

Submitted by: Steph Laurin Administrator

Administrator

Team Registration - main rosters complete. Slowly adding AP players. Due January 15th.

Volunteer Roster - approved:

- Sarah Baily
- Anna Grant
- Steph Laurin
- Evan Osterhout
- Greg Popovich
- Anthony Tapper
- Chris Auger
- Dan Tripp
- Shawna Adams
- Jeremy Yearwood

- Action (Josh): To check c/ OMHA/OHF, if running a body checking clinic is req'd prior to U14 tryouts
- Action: George, Steph & Rob to sit together to confirm body checking costs, tryout fees, prep-skates costs.

Toni Whelan

Missing:

- Jackie Jarrell - VSC required
- George Eastman - VSC required
- Rob Clute - Registration and VSC required
- Josh Moore - Registration/transfer required

At Large Roster - approved

- Shawna Adams - Trainer 2
- Joanna Linton - Trainer 1, Head Coach
- Roger Babbs - Trainer 2
- Dustin Linton - Trainer 1
- Mathew Goody - Head Coach
- Tim Keyes - Trainer 1

Third Party Instructors - Jeff Bateman and Tyson Teichmann have completed the requirements.

They have all been informed of the VSC and Spordle requirements.

Bookkeeper

● We were given a surprise bill of over \$5,000 of unpaid expenses from City of Belleville from last year (on top of anticipated expenses for 2025-26). This has been paid and allocated the 2024-25, but it is something I am monitoring to ensure we do not miss payments going forward.

● All coach and staff honoraria have been paid up to end of December- most by e-transfer which has been greatly appreciated by many coaches in particular.

● Updated team account summaries sent to all teams as of end of December.

● First 2 installments of registration fees have been transferred, except for U18.

● Final installment of registration fee has been transferred from U10-U12.

QRD Coach Mentor Report, January 2026

	<p>Submitted by: Evan Osterhout</p> <ul style="list-style-type: none"> • Evan reached out to all head coaches on January 5/26 to see if there was anything they wanted raised on their behalf at this meeting. Nil response. • Parent survey feedback summary was shared with coaches and no issues with recommendations from Evan. • The second round of practice/game evaluations and interviews with each coach will take place in January/early February. • Evan will continue to be available for coaches to reach out with questions or issues that may come up throughout the season. 		
QRMHA Admin & Bookkeeper (Steph)	<ul style="list-style-type: none"> • See report above 	<ul style="list-style-type: none"> • Action: 	<input checked="" type="checkbox"/>
Treasurer (Rob)	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • Action: 	<input type="checkbox"/>
Tabled Items from last Mtg	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • Action: 	<input type="checkbox"/>
VP Business (Shawna)	<ul style="list-style-type: none"> • Banquet venue booked for Mon Mar 30th? <ul style="list-style-type: none"> ○ Mar 30/26 is available, and Shawna has the contract. Q: Can Shawna be the signing-officer? A: Yes, if President Chris Auger is absent. • Sponsor Appreciation Days: <ul style="list-style-type: none"> ○ Need a plaque provided by QRMHA • Chuck-a-puck updates: This Sunday Jan 11th, not alot of volunteers. <ul style="list-style-type: none"> ○ Has lots of volunteers, its coming together • Other updates? 	<ul style="list-style-type: none"> • Action (Shawna): Reach out to Steph re: insurance, cc: Chris on the email for signing-officer • Action (Shawna & Steph): chat to figure out how/where to get sponsor plaques 	<input type="checkbox"/>

Ad Hoc Committee: Hockey Developm't & Finance Committee (Rob, Anthony, Chris, Evan, +/- Scott)	<ul style="list-style-type: none"> • Draft coaching contracts update, with the goal of being ready for signing at Coach offers Jan 15/ 2026? (Chris, Steph) 	<ul style="list-style-type: none"> • Action (Anna): Set-up a working document so everyone has an opportunity to review it, and formal approval can be motioned on WhatsApp 	<input checked="" type="checkbox"/>
Ad Hoc Committee: Manager Manual (Steph, Sarah, George??)	<ul style="list-style-type: none"> • Update (Sarah): Has a draft • Working with Steph <ul style="list-style-type: none"> ◦ Plan: Stay tuned 	<ul style="list-style-type: none"> • Action: Continue to work on this 	<input checked="" type="checkbox"/>
VP Hockey Ops (Anthony)	<ul style="list-style-type: none"> • Additional Updates not already addressed? • Q: Parent fr U15 wonder about refund for the development skate <ul style="list-style-type: none"> ◦ ice has already been paid for, and skaters were turned away from the development sessions b/c it was already full ◦ Suggestions: the parent can sell their spot individually to recoup funds but can't offer refunds as the QRMHA 	<ul style="list-style-type: none"> • 	<input checked="" type="checkbox"/>
VP OMHA Convenor (Josh)	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • Action: 	<input checked="" type="checkbox"/>
Tabled Items for Next Mtg	<ul style="list-style-type: none"> • (Steph) To consider coaches getting paid mileage for 'away' exhibition games. 	<ul style="list-style-type: none"> • Action: 	<input checked="" type="checkbox"/>
Important Items to Keep Track of	<ul style="list-style-type: none"> • Running list of "things an ED could/should do" • Sustainability of the Board/Progress on Exec Director position/job description? • Updating Banners: <ul style="list-style-type: none"> ◦ Chris spoke with Phil: it requires a lot of work determining who-makes-the-cut for the banners, and requires some time & thought, ie: consideration for duration played c/ QRMHA, so 	<ul style="list-style-type: none"> • Action (All board mbrs): Please review, and add to the Group Working Google Doc of the Draft ED Job Description Chris Auger has created • Action/decision: Keep banners on the "Important Items to Keep Track of" for now 	<input checked="" type="checkbox"/>

	<p>needs to be pushed for a while until coach-selection/tryouts are complete</p> <ul style="list-style-type: none"> ● BSens Coming as Guest Speaker to the Board? <ul style="list-style-type: none"> ○ John is willing to come have an open conversation for 30 min for a brain-storming session for what a partnership could look like ● Social Media Content Creation ad-hoc committee (Steph, Toni, Shawna, Dave) - consider for ?budget for 2026-27 ● Trademark and Copyright Protection 		
Adjournment	<ul style="list-style-type: none"> ● Motion to adjourn @ 8:22pm Jan 7th/2026 ● Next Mtg in person on Wednesday Feb 11th @ 6:30 pm ● Location: TBD 	<ul style="list-style-type: none"> ● Action: Room TBD, George to book, and either post on WhatsApp/Advise Toni to include in the forthcoming QRMHA 9th Board Meeting Tentative Agenda 	<input checked="" type="checkbox"/>