

Conducted

Date / Time of opening	23 Jan 2020 – 1800	Location	Woden Squash Centre Members Room
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Attendees

Role	Incumbent	Initials	Attendance
President	Chris McPhail	CM	Present
Vice President	Kevin Howard	KH	Present
Treasurer	James Ballard	JB	Present
Secretary	Eric Tenthory	ET	Present
Assistant Secretary	Dean Klemick	DK	Present
Senior Delegate	David Jackson	DJ	Present
Junior Delegate	Jo Binkin	JB2	Via Phone
Registrar	Diane Doornbos	DD	Present
Referee In Chief	Luke Power	LP	Apologies
Women's Director	Jodie Cochrane	JC	Apologies
MPIO	Mark Skinner	MS	Present
Medical Officer	Marlena Kaczmarek	MK	Apologies
Equipment Officer	Vacant		
Media and PR Officer	Vacant		
Coaching Director	Michael Sargeant	MS2	Present
Tribunal Director			
Scheduler	Ben Risby	BR	Apologies

Agenda

1. Opening by the Chair

ICE HOCKEY ACT

The Chair opened the meeting and formally welcomed all the attendees and guests. The Chair acknowledged the Traditional Owners and Custodians of the land on which the Board was meeting, and paid their respects to the Elders past, present and emerging.

2. Apologies and Declarations

There are no declarations of potential conflicts of interest.

3. Approval of Minutes

Minutes of the previous meetings are confirmed.

4. Business from Previous Board Meetings

Action Item	Description	Responsible	Status / Update
1	ET to advertise first aid subsidies –ongoing with board	ET	Ongoing. MK to generate proposal for board consideration.
2	RIC item: issue regarding reffing in womens and D grade and associated payment. Action: ET to follow up with RIC and understand what exactly this is about. action	ET	Discussed out of session and agreed by board with one abstain. ET to contact RIC and pass on approval and commence.
3	DK to publish refund policy on website. DK to publish table of IHACT and IHA memberships.	DK	Ongoing
4	Mike sargent has requested an invitational training session for juniors early next year. Binkin to confirm numbers before organising this session action	JB2	
5	Mike Sargent asked IHACT to fund bean bags for training sessions. Binkin to get costings action	JB2	Ongoing – need to determine source of plastic beans that will not sprout on contact with moisture.

6	Email DK to reset email password and provide access to Med Officer account	DK	Completed.
7	Goals JB to call local fabricator. JB to order the nets online. Board has approved expenditure. Outstanding Fees JB to draft invoices / letters of demand to Pirates, Redbacks and Sharks.	JB	<p>“Nets - Sports Systems Canada have confirmed my international transfer has been received so they will soon be providing a tracking number for the shipment. I paid out of my own account due to my familiarity with international transfers with CBA.</p> <p>Goal frames - CanWeld have confirmed the frames have been sent to be powder coated so they should be ready sometime next week.</p> <p>Repair to current net - CanWeld will be sending Mike Johnston, hopefully on Friday morning, to perform a repair weld on the net.”</p>



ICE HOCKEY ACT

	<p>Outstanding Fees</p> <p>JB to draft invoices / letters of demand to Pirates, Redbacks and Sharks.</p>	JB	<p>Outstanding fees from C grade winter</p> <p>I have made contact with players and team managers. Sharks team manager confirmed he is requesting evidence from his players and I have yet to hear from the Redbacks team manager. I have also contacted the players (who I know personally) concerned to ask them to provide evidence. SL and GJ have confirmed they owe money so I will regularly remind them of the requirement to pay.</p> <p>Pirates unpaid icetime</p> <p>Pirates confirmed they will pay \$1,000 per week until their debt is paid off. Their treasurer confirmed the debt will be paid prior to the end of financial year.</p>
8	<p>Grants</p> <p>JB2 to send CM a list of required equipment and quantities for grants for junior equipment.</p>	JB2	Completed
9	<p>Juniors playing up</p> <p>DK to find playing up policies and forms for JB2.</p> <p>DK to set up JB2 with IHACT posting rights on Facebook.</p> <p>KH will connect JB2 with scheduler to start work on ice slot requirements for 2020.</p>	<p>DK</p> <p>KH</p>	<p>Playing Up form on website at https://ihact.org.au/about/leagues/juniors/playing-up-an-age-division/</p> <p>JB2 set up as Facebook page editor. Can now post to IHACT page and members group as the board.</p>

10	<p>Scoreboard controller and scoresheets</p> <p>DK to get into Dropbox and reset all access.</p> <p>DK to establish folders for completed forms, etc.</p> <p>DK to write script for video.</p> <p>DK to draft scoreboard letter to Broomball re treatment and use of controller for CM signature.</p>	DK	Ongoing. Also working on getting access to Google Suite for Nonprofits, pending expenditure data from JB.
	<p>Junior Goals</p> <p>DK to find minutes where proposal for junior sized goals and sleepers was approved by the board.</p>	DK	Ongoing
	<p>Juniors Train with Brave program</p> <ol style="list-style-type: none"> 1) Determine which bank account would accept funds for transparency. (Ballard) 2) Talk to Coordinate/Cavalry about the new proposal. (McPhail) 3) Propose a joint IHACT/Brave group to determine redistribution/allocation of profits. (McPhail/Howard) 4) Propose to rink management that IHACT take over the bookings. (Binkin) 	<p>JB</p> <p>CM</p> <p>CM/KH</p> <p>JB2</p>	Ongoing

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5. Director Reports

Item	Report / Discussions	Outcomes / Actions
MPIO	Incident following D game in mid December.	Board has reminded all players about their responsibilities in relation to the Players Code of Conduct and spectators code of conduct.
Registrar	<ol style="list-style-type: none"> 1. No indication yet from IHA when & if ESD will need to be shut down- think it has to do with National Teams paying fees via ESD & due over the next 6 weeks. 2. 2020/21 Season setup hasn't been started yet, but will be ready when needed. 3. Would suggest IHACT create a new Membership to mimic the IHA Tryout Membership which has a 14 day expiry. This way, we don't casual members for the whole year & we can better workout our membership base. 4. Discussion of ACT residents attempting to register with interstate associations, and NSW residents in the Capital region registering with IHACT. 	<ol style="list-style-type: none"> 2. DD is going to create a form with all required details for ESD membership and event types so that she gets all necessary information to create these in ESD. 4. Board to get input from CM based on his discussions with IHNSW President, then agree on position out of session and agree on comms strategy to spread the message on our position.
Medical Officer	Apologies	
RIC	Apologies	
Equipment Officer	-	

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Treasurer	<p>I was incorrect about Xero being able to create graphs so I used Excel's chart/graph creator. At the meeting I will be providing some printed charts with Sept to Jan credits and debits, month by month, to give a graphic of how the main bank account tracks. I have created the charts by month as, say when on ice officials get paid, there are far too many transactions to have in a chart.</p> <p>I can provide more detailed charts, however, these will be one page per month due to the amount of payments we make.</p> <p>Outstanding fees from C grade winter</p> <p>I have made contact with players and team managers. Sharks team manager confirmed he is requesting evidence from his players and I have yet to hear from the Redbacks team manager. I have also contacted the players (who I know personally) concerned to ask them to provide evidence. Stuart Lowry and Greg Johnstone have confirmed they owe money so I will regularly remind them of the requirement to pay.</p> <p>Pirates unpaid icetime</p> <p>Pirates confirmed they will pay \$1,000 per week until their debt is paid off. Their treasurer confirmed the debt will be paid prior to the end of financial year.</p> <p>Goals update</p> <p>Nets - Sports Systems Canada have confirmed my international transfer has been received so they will soon be providing a tracking number for the shipment. I paid out of my own account due to my familiarity with international transfers with CBA.</p> <p>Goal frames - CanWeld have confirmed the frames have been sent to be powder coated so they should be ready sometime next week.</p> <p>Repair to current net - CanWeld will be sending Mike Johnston, hopefully on Friday morning, to perform a repair weld on the net.</p>	
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President	All action items completed.																																																													
Secretary																																																														

Senior Delegate	<p>Summer Seasons.</p> <p>Weekly newsletter. I have been putting out a weekly newsletter containing information and a rule of the week, example below. This was in part after discussions with Luke Power (RIC) about lack of rule knowledge in D. So I hope this is making a bit of a community feel for D and increasing rule knowledge as well.</p> <p>No helmets in handshakes. Wondering what would be the appropriate penalty for this. It seems every game (maybe most games) there is on, 2 maybe 3 players in the handshake line without a helmet on. I would like to address this in the newsletter, but am unsure what the appropriate action against players should be. This has been happening all season and I have directed something to team managers once or twice before.</p> <p>Facebook pages</p> <p>At the last meeting I said I was planning to go through a few Facebook pages linked to IHACT, IHACT - Scoresheets and Senior D at this stage, and try and clean them up a bit.</p> <ul style="list-style-type: none"> • IHACT - Scoresheets - Have not yet done anything here, still planning to do a cull of people who don't score • Senior D - I have gone through and removed those people who are not registered for this season. I have also been using the page to communicate and send out the weekly newsletter and small updates here and there. <p>The other thing I would like to do is look at the IHACT Members page. I think at the very least we need to change the name, might seem a nothing move, but I think we all know it's not a members page. I think we rename it IHACT - Community Group, and put something in the about section. Something along the lines of;</p> <p>It's a group for people in the Ice Hockey community around ACT, players parents, family, (ect, insert whatever), Can be used for</p> <p>Not a place for, people consistently showing these behaviours will be removed.</p> <p>If you need to contact someone here are the contact details for relevant people.</p>	<p>DJ to issue direction to all players to wear helmets in handshake line or risk 10 minute penalty.</p> <p>Board approves members group name change.</p>
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Item	Report / Discussions	Outcomes / Actions
	Also do we have a social media policy? Might be good to put in this section too. Give people an idea of what's appropriate and whatnot. Could be a good idea.	
Junior Delegate	<p>Goalie refunds for juniors</p> <ul style="list-style-type: none"> - Four players qualify <p>Scheduling is holding up costing estimates and comms to junior families.</p> <p>Discussion of interstate players and registrations, catchment areas, etc.</p> <p>Another travel team from Canada wants to come visit.</p> <p>Mark R to distribute hockey flyers to his YMCA ball hockey events.</p> <p>Brisbane Cyclones team visits – unsanctioned.</p> <p>“Junior Brave” proposal received.</p>	<p>JB2 to pass details to JB for processing.</p> <p>DD/KH to pass winter schedule details to JB2.</p> <p>Board to generate policy about interstate registration and validate with IHNSW and IHA.</p> <p>Board endorses hosting the visit. CM to complete sanction form.</p> <p>Unsanctioned team visits need to be organised by local POC.</p>
Assistant Secretary		
Vice President		

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Item	Report / Discussions	Outcomes / Actions
Coaching	<p>Coaching certification discussions underway with IHA.</p> <p>Six participants from IHACT at U13 camp. All did well and two received camp awards.</p> <p>Coach tracksuits still underway.</p> <p>Next coaching course – aiming for March 21st/22nd. Discussion around coaches book PDFs – to print or not to print.</p> <p>EOI for coaches – six replies for junior coaches.</p>	

6. General Business

Item	Report/Discussion	Outcomes
1.	<p>Members requests for grants for Ice Crocs players.</p> <p>Two families have requested funds in support of travel to participate in Ice Crocs.</p>	Decision held over for criteria to be established, precedent determined and then decide on these requests out of session.
	<p>Scheduling</p> <ul style="list-style-type: none"> Protocols for development, timing, juniors 	KH and DJ to discuss scheduler availability and reasonable response expectations.
	<p>Goals update from JB</p> <p>Nets - Sports Systems Canada have confirmed my international transfer has been received so they will soon be providing a tracking number for the shipment. I paid out of my own account due to my familiarity with international transfers with CBA.</p>	Completed.

	Goal frames - CanWeld have confirmed the frames have been sent to be powder coated so they should be ready sometime next week.	
	Repair to current net - CanWeld will be sending Mike Johnston, hopefully on Friday morning, to perform a repair weld on the net.	

7. Conclusion

Meeting Closed at	2108h	Next Meeting:	Wed 26 feb 2020	
Chairman	Chris McPhail			
Minute Taker	Dean Klemick			

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