

MINUTES WMHA Board of Directors Meeting
OCTOBER 9 2025
6:45pm Multipurpose Room MPSC

Attendance: Lon Martin, Nate McIntyre, Laura Blumes, Laura Burt, Lorelee Seitz, Nadia Demers, Dayna Birch, Marc Kester

Via Google Meets: Ainslie Conway, Allison Gilchrist

A	Call to Order Meeting called to order at 6:50pm. Quorum confirmed.
B	Approval of Agenda Moved by LBlumes, seconded by ND. Approved.
C	Approval of Minutes of Previous Meeting August and September Minutes Moved by L Blumes, second ND. Approved.
D	Presidents Report We did not have attendance at the Presidents Caucus, but have requested the minutes from the meeting. Will distribute once received. US travel for games - PCAHA has motioned that if all reasonable efforts to send a team to the US for placement games has been made and a team is unable to fill a roster of 8 players, that a team may forfeit without penalty. - Has become an issue for one team in WMHA, Lon met with the team and 2 affiliate player parents and the team unanimously voted against going to US. - Team manager wrote an email to PCAHA league manager and was responded to that all efforts must be made prior to forfeiting. <i>Decision: Lon requested Laura Blumes draft an email to be sent to PCAHA in regard to the efforts that WMHA has made. Nadia to draft an intent to travel form to be sent to all teams U13 and above that have teams in the USA in their flights. Purpose - to get feedback from all teams to try and create a solution for their games should there not be enough players to go to the USA. Suggestions of attempting to have US teams come to Whistler on WMHA ice at the coast of WMHA, if denied discussing organising mutual ice in Vancouver at a split cost.</i>

E	Treasurer Report As of September 30, 2025, WMHA remains in a solid financial position early in the season. Year-to-date (YTD) revenue reflects strong registration activity and tryout fees. Significant expenses have also begun to flow through, including tournaments and ice rentals , with expenses to come for Development, Rep Teams, Association Dues, and other items throughout the season. The bank balance at September 30 is the lowest it has been in recent years, though this is typical for the time of year, as registration installments and a portion of rep team fees are still being collected. We have now received confirmation of the BC Gaming Grant, which was approved at \$36.6K versus a \$37K budget, and funds will be received in October, helping our cash flow. Given this, the association will likely not cover a second tournament per team as in prior years, unless additional funding sources (grants or fundraising) are secured. Tournament availability might also be a issue at this stage of the season. Will need to source funding from other fundraising sources for the difference in the gaming grant and if teams would like more than one tournament. <i>Decision: Approved Allison Gilchrist to apply for a grant that is female player specific that is coming up for submission next month. Allison will continue to look for other grants available. Laura Blumes to inform team managers that they will need to source funding via fundraising for tournament fees.</i>
F	Communication - board members and DOH What is the best way for board to communicated to DOH? Review of the efficacy of the request and response tracker <i>Decision: DOH communication - immediate questions: text or call. Non urgent - email. Will respond in 24 hours.</i> <i>R&R tracker is great, excellent way to keep the board informed of things that are being addressed. Bring issues to Lon's attention, he will allocate who is to be involved with addressing issue and as communication is sent out/received it will be put into the tracker. When things are resoled, flip to CLOSED.</i>

G	Communication Guidelines Board-Admin-Members In order to curb miscommunication with the membership, we need to streamline how this is being done. <i>Decision: Communication to membership: continue to use Norma, Secretary to oversee messaging prior to sending out to ensure accurate information.</i> <i>If there is something sensitive that needs to be sent out, drafting communication and sending out to board members (BOD) and the expectation of BOD is to respond in 48 hours or it is deemed that you approve the original communication draft.</i> <i>BOD agreed that the initial generic response to send an acknowledgement of receiving the email needs to be sent by the person that received the initial contact respecting the 24 hour rule. Laura Blumes has drafted this and suggested that a template be made for BODs and Norma to use.</i>
H	Social Media Person - need a replacement/ Facebook post - Sponsors recognition Ainslie had requested to not have this role last season and a replacement had not been found. Suggested to have a student take on this role of this as a volunteer assignment. Teams would like team sponsor recognition on facebook. <i>Decision: Allison to contact Leslie at the high school to see if she can source a student for this role.</i> <i>Ainslie to send out a schedule of expectations for minimum posts including a brand package.</i> <i>This can be incorporated as part of the scheduling.</i> <i>Team Manager Coordinator to encourage teams to have their own team page on facebook/instagram and share their pages with WMHA secretary and send their handle to us. As long as they tag WMHA in their posts, WMHA will repost.</i>
I	Team Photos provider Team Manager Coordinator discussed last few years team photos. Was feedback that the outdoor photos from Alyssa were preferred. Would like to see sibling photos. Was feedback that teams would like action photos also. <i>Decision: Allison to reach out to Alyssa and see if she is able to get images to families before the festive season and if she can look to book her in.</i> <i>Teams will be responsible for booking additional photography outside of basic package - team photo, individual photo and sibling photo. Will be asked to use Alyssa, but</i>

	<i>responsibility of booking/payment of this is on each team individually.</i>
J	Adjust Budget for Course reimbursement We have spent more on courses for the membership to have more people certified as safeties, on ice helpers etc. This is part of a successional plan to have a safe environment for all players. <i>Decision: Nadia will address this at month end in the budget.</i>
K	Drives access Certain BODs were wanting specific access to documents in the drive. <i>Decision: the has been resolved prior to meeting.</i>
L	Disciplinary Coordinator There has been a parent volunteer for this role. <i>Decision: It was determined to continue to look for another volunteer for this position.</i>
M	Development Update Dayna and Laura Burt have confirmed the Development Schedule for the season. Matt Kercher will be contacted to confirm goalie development. <i>Decision: Laura Burt to send development schedule to Ainslie to put into the WMHA calendar and this will be communicated to Team Managers via Laura Blumes to input into Team Snap.</i>
N	Grant approval review - what we have funds for from last season. Discussed
O	Review Managers update: specifically 3 proposals (logo use, sponsorship, and photo day-- laura sending a document to review to streamline decisions. Teams are wanting to use logos for banners, team paraphernalia etc. Laura Blumes is suggesting we put together a brand package and logo usage log to ensure that we have consistency in use across the membership. Teams are looking at getting team sponsors for their individual teams, Team Managers shared that it would be helpful to have a sponsor kit for team managers to send out to

	prospective sponsors. Laura Blumes . Photo day addressed earlier in meeting. <i>Decision: Laura has a draft of the logo/brand kit and the sponsorship package already drafted and will distribute to the BODs for approval.</i>
P	Determine communication flow/process, so it's simple&solid Discussed earlier in meeting. <i>Decision: DOH to send communication flow chart developed last season to BODs.</i>
Q	Review Board responses to date in R&R All items reviewed and comments shared to specific item. <i>Decision: Each person that owns an issue to continue to update the log.</i>
R	Other business Hold off buying Hudl as it will void grant request.
S	In camera
T	Termination of Meeting Meeting adjourned at 9:55pm.