



PMAHA Executive Meeting Minutes

Date: Mar. 4, 2025
Time: 7:00 p.m.
Location: Zoom

<p>Called By: Stephanie Naqvi</p> <p>Chair: Stephanie Naqvi</p> <p>Recorder: Jessica Suryavanshi</p>	<p>Present: Stephanie (Steph) Naqvi, President Jason Robinson, 2nd VP Trent Blackwell, 3rd VP Dave Zille, Communications Manager Jessica Suryavanshi, Secretary Nancy Nasso, Registrar Kerston Daley, Treasurer Ryan Macdougall, Equipment Manager</p> <p>Regrets: Allen Wales, 1st VP Mike Cornish, Facilities Manager Dan Richardson, Risk Manager Chris Saranchuk, Coach Coordinator - C Teams Daniel Pires, Tournament Coordinator Sean Postle, Ice Coordinator</p>
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1. Call to Order/Quorum

Steph Naqvi called the meeting to order at 7:03 p.m. She confirmed that quorum was achieved and the meeting may proceed.

2. Approval of Minutes

The members confirmed that they received and reviewed the draft minutes of the last meeting held on February 5, 2025.

Approval: A motion to approve the February 5, 2025 minutes as read was called by Steph Naqvi. The motion was accepted by Dave Zille, seconded by Kerston Daley and passed unanimously.

3. President Report

Reporting Process:

A message was sent to managers regarding following a transparent process when issues occur, which encourages equal opportunity and a fair process for all. Issues within teams should be addressed with team managers first, then the head manager and division coordinator can be contacted, from there it can go to the 1st VP, and lastly to the president.

AGM:

Checked pricing at a few venues. Inlet Theatre was about \$685 to rent; HW Secondary theatre is \$100/hr plus a custodial fee (approx \$500 total); Anmore City Hall is \$300 (not sure what the set up looks like); Site B is \$1900 (which includes bartender). Site B is the preferred venue due to the community event atmosphere, with Inlet being second choice.

Approval: A motion to hold the AGM at Site B on May 29, 2025 was made by Steph, seconded by Dave, and passed unanimously.

Action: Steph will book Site B for the AGM on May 29, 2025.

Action: Dave will send award nomination wording to Steph for review prior to circulating to all members.

Golf Tournament:

Last year golf and the banquet was \$121/person, with participants paying \$40/ea to offset the cost. This year we were quoted \$169. Steph is still investigating why the increase and can we be flexible with pricing. If not, she will look at other options. Keep an eye out for an update in the exec Whatsapp chat.

Season End:

Financials will be wrapped up by Kerston; Ryan is handling equipment returns. FVN championship day will be the top two teams in each grouping for the house teams. Port Moody is hosting the U13 championship games. The league manager will be at those games and will present the banners to winners. Home associations provide timekeepers for each banner game, so Steph will be seeking volunteers. If needed, student volunteers will be asked and will receive Waves gcs as appreciation.

Managers Manual & Website Updates:

Current manual is very out of date. Our head manager, Kathryn McMullen, will be working on updating the manual in the offseason. Dave has offered to help format the document. If anyone from the exec sees anything that needs updating or should be added to our website, please reach out to Dave.

4. 1st VP Report

Absent.

Approval: On Feb. 10, 2025, a motion was made via the executive Whatsapp chat to purchase gift cards in amounts equivalent to minimum wage @ \$15/hr for the older kids that helped Kurt run Try

Hockey in August, at a total cost of \$885. The motion was seconded by Dan Pires, and passed unanimously.

5. Treasurer Report

Reaching out to teams to help them wind down the season. Invoices have gone out to rep teams. We're close to wrapping up the tournaments. Steph passed on a huge thanks to Kerston for being on top of cheques this season.

6. U7-U9 March Madness Tournament

Absent. Steph will follow up with Dan for an update.

7. U18 Provincials

Allen is absent, but Steph has been updated and planning is proceeding well.

8. Round Table

Steph Naqvi - Nothing

Allen Wales - Absent

Jason Robinson - Some email communication this past month.

Trent Blackwell - Possible lead for accounting position isn't going to be able to take on the role. Close to having a coaches meeting set up, and looking forward to sharing how that goes with the exec.

Dave Zille - Nothing

Jessica Suryavanshi - Nothing

Mike Cornish - Absent

Nancy Nasso - Nothing

Dan Richardson - Nothing

Kerston Daley - Nothing

Chris Saranchuk - Nothing

Ryan Macdougall - Nothing

Daniel Pires - Absent

Sean Postle - Absent

9. Next Meeting

Date: April 2, 2025

Time: 7:30 p.m.

Location: TBD

10. Adjournment

The meeting was adjourned at 7:39 pm.