

Meeting Minutes: Cardiff Junior Ice Hockey Club

Meeting: Cardiff Junior Ice Hockey Club – General Committee		Venue: Cardiff Bay Yacht Club	
Date: Meeting Wednesday 23 rd January 2008			
Issued by: Paul Hayes	File Name/Location:	Meeting No: 8	
Next Meeting: 20 th February 2008	Next Meeting Venue: Cardiff Bay Yacht Club	Next meeting date: 19:00hrs for 19:30hrs start	
Present: 1/7		Apologies: 2/7	
Zbynek Sabor [ZS]	Mandy Powell [MP]	Copies To:	
Paul Hayes [PH]	Bill Buglass [BB]		
Wendy Gray [WG]	Ian Wood [IW]		
Stephen Gray [SG]	Jamie Elson [JE]		
Jane Hall [JH]	Eddie Evans [EE]		
Rob Jones [RJ]	Chris Thomas [CJ]		
Jana Raffaelli [JR]			
Richard Hart [RH]			
Scott Buglass [SB]			
Steve Baber [SB1]			
Dave Newton [DN]			
Andy Edwards [AE]			
Sharon Davies [SD]			
Steve Fisher [SF]			
Dave Oliver [DO]			
Jason Jones [JJ]			
Lisa Galea [LG]			
Jon Oliver [JO]			
Meeting/Item Number	Item	Actions	Action Assigned
3/8	ADOPTION OF LAST MEETING MINUTES	Minutes of the previous meeting on the 28 th November 2007 had been circulated to all members of the committee prior to the meeting and it was requested that they were accepted as a true record. Proposed: Rob Jones Seconded: Jana Raffaelli Vote 18-0	

Meeting: Cardiff Junior Ice Hockey Club – General Committee Date: Meeting Wednesday 23 rd January 2008	Venue: Cardiff Bay Yacht Club
--	--------------------------------------

4/8	MATTERS ARISING	<p>There was one matter arising and that was a change at item 7 the inclusion of statement from Lisa Galea this was actioned and rectified immediately after the meeting.</p> <p>No Further matters arising</p>	
5/8	ACTIONS	<p>6/6 – Registrations – Owen’s licence is now OK</p> <p>12/6 – PR & Newsletter – Membership cards are more or less complete. Managers to be advised of outstanding players still needing cards. Action</p> <p>15/6 – Travel – Fees – an email has gone out to managers and this issue has now been dealt with.</p>	SD
6/8	REGISTRATIONS & CRB FORMS	<p>Managers were advised that the cut off date for receipt of registrations by the EIHA is the 31st January 2008. There is one pending registration – this is for an under 18’s player who needs an ITC card. There were no further issues</p>	

Meeting: Cardiff Junior Ice Hockey Club – General Committee
Date: Meeting Wednesday 23rd January 2008

Venue: Cardiff Bay Yacht Club

<p>7/8</p>	<p>SPONSORSHIP AND FUNDRAISING</p>	<p>LG updated the committee on the success of the recent bag packs. To date £1,875 had been raised. A further £250 had been made on the selling of raffle tickets, £66 on food sales at under 16's home games and £96 on the bonus ball. This is a great start but we need to keep the support going. LG has more fundraising ideas lined up.</p> <p>LG also advised that she has a slot allocated to meet with John Neville of Planet Ice to discuss Cardiff hosting a junior tournament. The outcome of this meeting will be provided at the next committee meeting.</p> <p>JR queried whether parents from teams other than the under 14's had offered to help with fundraising. SB advised there was one mum from his age group willing to help, contact details to be passed onto LG.</p>	
<p>8/8</p>	<p>ON ICE & OFF ICE TRAINING</p>	<p>Zbynek updated the committee on the progress of teams and started with the Learn to Play Program.</p> <p>L2P Program - Zbynek advised there were 25 youngsters in the program currently. The majority appear to be just coming on a Monday night causing a problem with lack of ice space due to the Goalie Clinic also being held on a Monday night. Zbynek was advised that it was not possible to move the Goalie Clinic to a Wednesday due to the Devils Learn to Play Program. It was agreed that this issue will need to be looked into further and it was suggested encouraging youngsters to go to the</p>	

Meeting: Cardiff Junior Ice Hockey Club – General Committee
Date: Meeting Wednesday 23rd January 2008

Venue: Cardiff Bay Yacht Club

Wednesday session instead of Monday to even out the numbers on the ice. Further to this Zbynek advised that the L2P Program is still going well and that he was still going out and about to schools to promote the club further.

Under 10's – The team are still struggling with numbers, WG raised concerns for the team next season. WG was advised that the lack of under 10 players was not just an issue for Cardiff but a UK wide problem. The issue will be raised with the EIHA in the Summer Meeting.

Under 12's – The team are playing their best but there were some concerns with some players playing up an age level. Skills gaps are appearing between players. This will be monitored.

Under 14's – Zbynek advised that after the recent Lee Valley game there were a couple of parent issues but despite this it was a good win for the team. The issue with the parents has been resolved and they were given a talk about why some choices made by coaches during games were made and may not be to the parents liking. They were advised the coaches coach to benefit the club as a whole and not for the benefits of individual players.

Under 16's – The team are still struggling. There had been recent discipline problems but it was hoped these had now been resolved. On a positive note the team welcome a new

Meeting: Cardiff Junior Ice Hockey Club – General Committee
Date: Meeting Wednesday 23rd January 2008

Venue: Cardiff Bay Yacht Club

player - James Preece had joined the club recently.

Under 18's – There had been a recent problem in training with the team but this has now been resolved and there are no further issues. Zbynek commented on the performance of those players who also play for the ENL team he said they were doing extremely well in the ENL games.

With regards to off ice training, options were still being considered here, WG advised that she is intending to approach her school to enquire about use of their sports hall for off ice training; a further update on this will be given at the next meeting.

In addition to this Zbynek is hopeful of running a Days Skill Camp during the next school half term.

The question was asked if we had enough kit for the L2P program. DO advised that we do have enough but would never turn spare kit aware. DO also mentioned that some of the kit had gone missing.

We need someway of marking equipment so we can keep track of it and identify which belongs to the club. SF advised he could get some spray paint for us to use to mark equipment.

Meeting: Cardiff Junior Ice Hockey Club – General Committee		Venue: Cardiff Bay Yacht Club	
Date: Meeting Wednesday 23 rd January 2008			
9/7	WEB DEVELOPMENTS	PH advised that the website had not been updated due to the fact that Irina had a technical problem with the site but she is working on getting this resolved. There were no further comments on this item.	
10/8	GAME DAY PROCEDURES	It appeared Bristol under 14's raised an issue about access to the changing rooms during a recent game at our arena (20 th Jan 08). Apparently the opposition of the ENL team had taken over the changing rooms. This matter has been dealt with.	
11/8	TREASURERS REPORT	DO advised that end of year accounts had been prepared but they needed to go back to the accountants to be amended. DO advised that the accounts would be ready in time for the parents meeting on Friday 25 th January. In addition DO advised that the club was stable and that he was awaiting money from the buses which was due to come in from managers. Further more the committee were all advised that the clubs account is a working account and any monies received generally goes straight back out on bills. We are a non profit organisation.	
12/8	PR & NEWSLETTER	DO stated that at the last parents meeting parents felt there was a lack of communication in club. We are working on this through the development of a news letter. So far there have been 2 issued but we need to keep the momentum up. SD advised that the next news letter is prepared and was just waiting to be	

Meeting: Cardiff Junior Ice Hockey Club – General Committee Date: Meeting Wednesday 23 rd January 2008	Venue: Cardiff Bay Yacht Club
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		<p>printed. SB and JH advised they could help with copying the news letter but these would be in Black and White.</p> <p>The only other issue raised under this agenda item was the fact that we still do not have a volunteer to take on the programmes. Currently teams are developing their own.</p>	
13/8	CHILD PROTECTION	There were no Child Protection issued raised.	
14/8	FIXTURES	SG advised that there were no outstanding fixtures aside from the under 16's game against Invicta from the start of the season which still needs to be re-arranged. It was mentioned that maybe the home game could be played for double points, this will be looked into. In addition SG advised that we have 2 slots left in April to fill	
15/8	TRAVEL	DO mentioned he had a meeting with the bus company to try and negotiate the unexpected rise in fees due to the recent rise in fuel prices. DO advised that the bus company had to put this addition cost onto us so an agreement had be reached that we would accept a £40 increase only, until the end of the season. This was the best deal. DO also advised that if the fuel prices went down then he would renegotiate with the company. The question was asked what other bus companies charge; the company used offered us the best price. DO stated he would look into all travel options for next season including bus fees and travelling supporters charges.	

Meeting: Cardiff Junior Ice Hockey Club – General Committee Date: Meeting Wednesday 23 rd January 2008	Venue: Cardiff Bay Yacht Club
--	--------------------------------------

16/8	MERCHANDISE	<p>PH advised that club jackets are now available to order and managers are responsible for the order forms and collection of money, the price for a jacket will be around £45. PH also mentioned that Polo Shirts are also available; cost is approximately £50, parents and or players should be directed to CH Sports shop so they can view the Polo Shirts. With regards to the jackets it has been decided that only Surnames will be allowed on the jackets. This is to minimise any Child Protection issues that could arise especially if Christian names were featured and numbers would not be allowed as player number can change through the years.</p>
17/8	AOB	<p>Under 10's – WG reiterated her concerns over the lack of under 10's players for next season as 8 of her players are second year 10's and would be moving up into the under 12's next season.</p> <p>Under 12's – SB needs to have a licence for Matthew Palmer. WG has the licence and will pass this on. There were no other issues.</p> <p>Under 14's – JR raised parents concerns over the fact that at a recent under 16's home game a lad had broken his leg but there were limited people with the lad while he waited for the ambulance to arrive. JR was advised that there was a limit to what others could have done to help the</p>

Meeting: Cardiff Junior Ice Hockey Club – General Committee
Date: Meeting Wednesday 23rd January 2008

Venue: Cardiff Bay Yacht Club

lad. The rink staff were present at the incident and are all trained at first aid. As mentioned in previous meetings there is no requirement for managers and or coaches to be first aid trained however for club 'best practise' the club will look into first aid courses for those who want to attend.

Under 16's – JJ requested order forms for the club jackets. RJ was asked to provide JJ with the forms.

Under 18's – Nothing to add

ENL – Nothing to add.

In addition to the above, a number of committee members voiced concerns over the lack of parent support at home games. They felt it was a struggle, especially in the older age groups to get parents involved with game duties which are an essential part of a game going ahead.

PH advised that under EIHA rules that if not all game duties are covered, of which there are 5 main roles then the game should be cancelled, maybe parents could be made aware of this. It was suggested that teams develop a rota with parents to ensure parent participation at home games.

Steve Baber the Chairman had arrived during the meeting and at this point the following was recorded:

In light of a vital sponsorship deal not coming to fruition Steve Baber attended this committee meeting to raise the issue of the club's ability to

Meeting: Cardiff Junior Ice Hockey Club – General Committee
Date: Meeting Wednesday 23rd January 2008

Venue: Cardiff Bay Yacht Club

		<p>retain a head coach position.</p> <p>The committee discussed this issue and voted in favour of keeping a head coach providing the club can sustain the position but it was felt the decision should ultimately rest with the parents of the club as it would involve additional finance.</p> <p>Therefore a parents meeting has been called to discuss the matter further. The meeting will be held on Friday the 25th January 2008.</p> <p>After further conversations between the committee and Mr Baber he left the meeting and at this point Rob Jones requested a vote on no confidence in the Chairman and his removal from the post. This was seconded by Jane Hall</p> <p>A vote took place and the proposal was passed unanimously.</p> <p>Therefore for the minutes the CJIHC chairman was removed.</p> <p>A new Chairman will be appointed at the next AGM.</p>	
18/8	NEXT MEETING	Next meeting 20th February 2008 19.30pm for 19.45pm start.	
		The Meeting concluded 22.15hrs	

TABLE OF ACTIONS:

Agenda Item:	Action On:	Details	Completed Yes/No
6/6 - Registrations	Mandy Powell	Arrange duplicate licences for Andrew Gray and Owen Bradshaw.	Completed.
7/6 - Sponsorship & Fundraising	Lisa Galea	Lottery licence to be sourced and purchased for CJHC	Carried Over to next meeting Jane Hall to contact Cardiff Council.
11/6 - Treasurers Report	Dave Oliver	To supply definitive numbers of members by next meeting	Registration list from EIHA state 98 registered players
12/6 – PR & Newsletter	Sharon Davies & Eddie Evans	Laminated specimen of membership cards for companies Posters for circulation at leisure centres	Completed
15/6 - Travel	Dave Oliver & Mandy Powell	Bus fee's	Completed
18/5 - AOB	Zbynek Sabor, Eddie Evans & Steve Baber	Direction and discipline of ENIHL Dragons	Completed