**2018-2019 Season Prep**

**Division Directors**

* Expectation is NOT to be at rink for every hour of every game – however, it is expected that Division Directors establish a presence at the rink, and establish a working relationship with coaches and parents. In short – Division Director needs to know what is going on.
* What is expected?
	+ Draft, team balancing.
	+ Recruit coaches (if required).
	+ Ensure that website schedule is accurate – and report any issues to the Ice Scheduler.
	+ Ensure standings are accurate.
	+ Resolve any issues re: game scores.
	+ Help oversee game sheets are completed and submitted properly.
	+ Injuries – ensure that injured players (who require medical attention), abide by the league policy. Injury Report is required – and medical clearance is required in to order to return to ice.
	+ Handle any issues which cannot be adequately addressed by the coaches.
	+ For more severe issues (ie. player discipline), elevate to the board level.
	+ Expectation is to issue a general communication to all participants within the division at least once a month – more frequent communications typically required at start of season, end of season and also when there are special events/announcements to be made.
	+ Division Director is responsible to ensure that all league policies/procedures are followed and adhered to.
	+ Provide assistance with roster approvals, coach certifications, police checks, etc.
* It is recommended that the division director has a child who participates within the division they are directing. It is not mandatory – however, it makes sense.
* Most of the effort is at the beginning of the season, followed by effort at the end. The biggest task – and most important task – is communication with your parent group.

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| **Division** | **Director(s)** |
| Little Saints | John Finnegan |
| IP 5/6 | Trevor Wilson, Dan Skater |
| IP7 | Trevor Wilson, Dan Skater |
| **Major Novice** | **TBD** |
| Atom | John Elliott |
| Peewee | Chad Elmy, Philip Kingswood |
| Bantam | Rick Fitzgerald, Mark Dickson |
| Midget | Mike Winter |

**Ice Scheduling Committee**

* Committee to oversee general scheduling.
* No more than 3 people.

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| **Position** | **Assigned Individuals** |
| Lead Scheduler | Natalie Ellis |
| Assistant | George Ziotek |
| Assistant | Darryl Purificati |

**House League Jersey Committee**

* Oversee the ordering and hand out of House League Jerseys

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| **Position** | **Assigned Individuals** |
| Leader | Sandra Gagne |
| Assistant | Rick Fitzgerald |
| Assistant | John Finnegan |

**Opening Day BBQ Committee**

* Oversee the opening day BBQ

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| **Position** | **Assigned Individuals** |
| Leader | Trevor Wilson |
| Assistant | John Elliott |
| Assistant | Sandra Gagne |

**Evaluation Committee**

* Oversee the initial ice times – which are used for evaluation purposes

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| **Position** | **Assigned Individuals** |
| Leader | Dan Skater |
| Assistant | Natalie Ellis |
| Assistant | Rick Fitzgerald |
| Assistant | Evaluation Committee |

**Tournament of Friends Committee**

* Organize Tournament of Friends

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| **Position** | **Assigned Individuals** |
| Leader | George Ziotek |
| Assistant | Darryl Purificati |
| Assistant | John Elliott |
| Assistant | Sandra Gagne |

**Super Saturday Committee**

* Organize Super Saturday

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| **Position** | **Assigned Individuals** |
| Leader | Sandra Gagne |
| Assistant | Mark Dickson |
| Assistant | John Finnegan |
| Assistant | Philip Kingswood |

**Picture Day**

* Help with coordinating Picture Day

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| **Position** | **Assigned Individuals** |
| Leader | George Ziotek |
| Assistant | John Elliott |

**Saints Wear Sale**

* Coordinate Saints Wear Sales – including promotion at the rink

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| **Position** | **Assigned Individuals** |
| Leader | Rick Fitzgerald |
| Assistant | George Ziotek, Sandra Gagne and Natalie Ellis |
| Assistant | Mike Winter |

**Development Program**

* Organize the Development Program for BCHL

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| **Position** | **Assigned Individuals** |
| Leader |  |
| Assistant |  |
| Assistant |  |

**Spring Hockey**

* Organize Spring Hockey 2019

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| **Position** | **Assigned Individuals** |
| Leader | Dan Skater |
| Assistant | Trevor Wilson |
| Assistant | George Ziotek |

**Time Keepers**

* Organize time keepers

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| **Position** | **Assigned Individuals** |
| Leader | Natalie Ellis |
| Assistant | George Ziotek |
| Assistant | Dan Skater |

**IP Festival 2019**

* Organize the 2010 IP Festival – should we be awarded as hosts

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| **Position** | **Assigned Individuals** |
| Leader | Trevor Wilson |
| Assistant | Sandra Gagne |
| Assistant | Mark Dickson |

**Select Jerseys**

* Order and distribute Select Jerseys

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| **Position** | **Assigned Individuals** |
| Leader | Darryl Purificati |
| Assistant | Sandra Gagne |
| Assistant | Mike Winter |

**Equipment**

* Take inventory of Goalie Equipment, and order as required
* Pucks, pylons, etc.

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| **Position** | **Assigned Individuals** |
| Leader | Philip Kingswood |
| Assistant | Rick Fitzgerald |
| Assistant | Chad Elmy |

**Community (Fundraising, Sponsorship, Santa Clause Parade)**

* To look after things such as sponsorship, and fundraising opportunities.
* Also help with Santa Clause Parade

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| **Position** | **Assigned Individuals** |
| Leader | Natalie Ellis |
| Assistant | Dan Skater |
| Assistant | Sandra Gagne |

Budget – Sandra and George

Advertising – Sandra, George and Dan

Registration – Sandra

Police Checks – Natalie

Coach Certification & Training – Natalie?

PRIS, GE Training, etc. – Natalie/Sandra

General Administration – Sandra

Discipline – Dan and George

Alliance – Sandra, George, Natalie and Dan

Travel Permits – Darryl

**Meeting Notes:**

* Introduction to hockey structure
* BCHL -> Alliance -> Ontario Hockey Federation -> Hockey Canada
* Assessment fees per player - > $47/player
* Rick F. – Development Program with BMHA. 1st meeting next week. Looking for ideas. Goalies will be included.
* Trevor W. – working on joint IP program with BMHA. Half ice requirements – we need to work with BMHA. Discussions on-going with BMHA. Discussions are going well. Both sides are ‘open’ and working towards a solution.
* Darryl P. – Select Joint Venture. Proposal will be ready next week. Preferred option to merge programs, which would be administered by BCHL. (Status quo, full integration and a hybrid – these are the options).
* MD Coach Selection – GZ to reach out to BMHA to see where they are at with coach selection.