



AGM 2022 – Annual Executive Director Report

Richmond Jets Minor Hockey AGM – June 1st, 2022

My first full year as the Executive Director with the Jets was very successful. It would not have been possible without the support and dedication of our board of directors, team of volunteers and management team. Community hockey does not exist without a strong board and volunteers at all levels – division managers, coaches, team managers, safety people, covid coordinators, on-ice helpers, ref assignors and all the volunteers that run the tournaments every year. I want to thank all of them for the unwavering support and all the time they sacrifice throughout the year. The Jets have many passionate volunteers that focus on the player experience, which continues to be our highest priority that aligns with our core values of:

Fair Play | Respect | Inclusiveness | Determination | Safety | Fun

Main Objectives:

The main objectives in my first full year as the ED was to be part of the planning and execution of the many aspects and programs of the association that included some of the following areas:

- **Relationship building** with new Board members (7 new directors), the management team, our new risk managers and ref in chiefs, volunteers especially the division managers, coaches, committee chairs and the skills providers;
- **Define working relationships** and identify expectations for the year and where we have strengths, weaknesses and opportunities;
- **Communication** – improve and execute via numerous virtual and in person meetings to discuss the programs, objectives of committees, skills program, Hockey Canada Pathway model, rep tryouts and program, and the C recreational program;
- **Build trust, accountability, respect** – continue to work together to create a “**Jets Culture**” that is inclusive and for everyone as it ties to the **RJMHA Vision-Mission-Values**;
- **Operations** – oversee day to day operations working with the Board, management team, appointed positions, volunteers, coaches and skills providers



Key Responsibilities:

The responsibilities included the following key areas:

- **Operational:** Day to day operations working with the Board of Directors, management team, volunteers, committees and program providers;
- **Governance/Leadership:** Understanding and learning the governance model as it relates to the new bylaws, updated policies and improving committee structure. Attended PCAHA and BC Hockey webinars and meetings on a monthly basis;
- **Financial/Budgetary:** Member of the finance committee and worked on operating budgets in conjunction with Treasurer and finance committee. Process monthly invoices for skills providers and appointed positions and completed the gaming grant applications and 50-50 licenses and reports;
- **Programming:** Member of program and goalie committee and worked with Director of Programming Tim Preston on the execution and management of the skills program. Met with the committees and DOP monthly, to review the program and plan for the following season;
- **Risk Management & Safety:** Updated Covid Safety protocols as required throughout the year, work with risk managers on covid and safety issues and also on dispute resolution and discipline issues;
- **Rep Program:** Member of rep coach selection committee and helped to manage the rep tryout process, working with the committee, evaluation team and coaches;
- **Pre-Season Camps:** Plan, organize and execute 4-week camp in August, leading up to rep tryouts.
- **Recreational & Initiation Programs:** Work with division managers and coach coordinators in the planning and execution of the programs. Worked with DM's on player evaluations and drafts and year end player evaluations.

2021/2022 Season Summary:

My role as the Executive Director over the past 12 months allowed me time to work with many areas of the association during another challenging year due to Covid. It important to recognize that we are all in this together as we continue to grow as a new association and develop a strong culture that is inclusive, accessible and affordable.



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Overall, I feel the year was a great success and everyone should be quite proud of what we accomplished. The goal from the start of the year was to get the players back on the ice in a somewhat normal fashion and get back to game play and tournaments, which we were able to do. It was great to see everyone back at the rinks and thanks to all the volunteers and risk managers for the execution and implementation of the safety plan and again to the City of Richmond for their support throughout the year.

The main priority this year was to work with the new board and continue to learn more about the organization and understand the daily operations and programming, ice scheduling, skills development model, financial aspects and the requirement of the volunteer team. It is important that we continue to focus on inclusion and diversity and initiatives to grow the game (First/Second Shift, Try Hockey programs, Intro To Hockey), that are required to change the perception of the game of hockey in the community with its members, partners and community stakeholders. We also need to find ways to market community hockey with the ever-growing competition from non-sanctioned leagues for all age groups.

We also need to begin a recruitment campaign to grow our volunteer base, add a volunteer fee for next season to motivate more members to volunteer their time, that is needed to keep the association operating on a day-to-day basis. Having a strong and active volunteer committee is key and we have already started this process and will update the members at the AGM.

Over the past few months, we have put key pieces in place for the coming year, including the appointment of all our A1/A2/A3 competitive rep coaching team, the return of our skills and goalie providers and building our initiation and recreational coaching team. Our management team consisting of Tim Preston Director of Programming, Tina O'Connor our Registrar, Nadine Bayley our Ice Allocator and Ken Hamaguchi our Equipment Manager and Tournament Consultant are under contract for one more season. We will also see our Risk Managers Dara Takenaka and John Fraser back for another year, along with our Referee in Chief Jeff Harms and our Ref Assignor Brandy Brundige. They all did a great job last year and we are very happy to have them back.

***Congratulations to all our 2004
graduating players.***





Recommendations:

As we look ahead to the upcoming season recommendations include:

- ✓ Continue to ***“Tell our story”*** and what community hockey is about and its benefits;
- ✓ Revisit the SWOT analysis (Strengths, Weaknesses, Opportunities, Threats) and strategic plan;
- ✓ Improve communication at all levels to build trust and respect;
- ✓ Continue to develop the Jets culture in all areas of the association;
- ✓ Grow the game initiatives that is more inclusive and accessible to all members of the community. Work with other associations, PCAHA and BC Hockey to create initiatives to compete with non-sanctioned leagues that draw players away;
- ✓ Financial/Fiscal responsibility for the short and long term;
- ✓ Work with the volunteer committee on recruitment, identify roles and responsibilities;
- ✓ Continue to improve and develop our skills programs from the initiation divisions through to our U18 divisions. The Jets have one of the best skills and goalie programs in the province!
- ✓ Improve on our coach mentorship program and include a goalie coach mentorship program;
- ✓ Introduce try hockey and try goalie events at start of the season;
- ✓ Form policy committee to update our policies focusing on the C program to start;
- ✓ Look at the overall committee structure and solidify to improve efficiency and execution.

Summary:

Overall, the year was a success, and I am proud of what we have all accomplished. I feel the association is in a good position to continue to grow and develop that has a supportive Board of Directors and strong dedicated, volunteer team. We need to continue to build and develop our culture and focus on:

Relationships | Transparency | Communication | Trust | Respect

“Hockey is for Everyone”

Yours in hockey.

Wayne Carleton,
RJMHA Executive Director