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## AGM 2025 – Annual Executive Director Report

### Richmond Jets Minor Hockey AGM – June 4th, 2025

The 2024-25 season was another very successful year both on and off the ice and I would like to thank the board of directors, all the volunteers and the management team and staff. Their dedication and support throughout the year made for an outstanding hockey experience for all our players and coaches.

#### Main Objectives:

- Develop and implement programs to enhance players' skills and sportsmanship.
- Increase player, coach and volunteer engagement and satisfaction.
- Foster a safe and inclusive environment for all participants.
- Continue to offer an affordable hockey experience and financial stability.
- Strive to be one of the top minor hockey associations in the province, with a program offering that is second to none.

#### Key Responsibilities:

- **Operations** – Oversee the day-to-day operations of the association working directly with the Executive Committee, Board, the management team, appointed positions, volunteers, coaches and skills providers;
- **Communication** – Strong communication, whether it be in-person, virtual, social media, email and TeamSnap platforms. Engage with volunteers, coaches and members and at association events (Opening Day, Tournaments, Try Hockey, Awards Nights). Organize and execute surveys – year end, U7/U9 program, goalies and referees.
- **Governance/Leadership:** Work directly with the Executive Team to improve the RJMHA governance model. Worked with the numerous standing and special committees along with reviewing and updating our bylaws and policies as required. Organizing, planning and attending monthly board meetings and completing reports and taking meeting minutes;
- **Financial/Budgetary:** Worked closely with the treasurer and finance committee. Responsible for assisting with monthly and yearly operating budgets. Processed monthly invoices for skills providers and appointed positions and kept track of budgets;



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- **Recreational C & U7/U9 Programs:** Worked with division managers and the director of hockey in the planning and execution of the C program;
  - **Rep Program:** Worked with the director of rep and rep committee and helped organize and manage the rep tryout process. Updated policies as required and provided direction throughout the year. Planned and organized the Rep ID Skates and U9 Intro To Rep Hockey skates and parent meetings;
  - **Risk Management & Safety:** Worked directly with the risk manager, division managers and division ambassadors on dispute resolution and discipline issues. Dealt with allegations and maltreatment issues from PCAHA and BC Hockey;
  - **Programming:** Member of the program committee and worked with Director of Hockey and Ice Allocator on the execution and management of the skills and opt-in programs;
  - **Pre-Season Camps & Programs:** Planned, organized and executed summer camps in July (power skating) and August (season prep camps). Also helped organize the Try Hockey and Try Goalie skates in August and the Ready to Launch program;
  - **PCAHA/BC Hockey:** Attended monthly PCAHA President C League meetings, PCAHA AGM's (2), president caucus meetings, monthly noon hour meeting and was a member of PCAHA U17 pilot program committee;
  - **Coach Mentorship:** Worked with the DOHO and DOR on setting up monthly meetings, and distributed presentations.

### 2024/2025 Season Summary:

Continue to develop a better culture and the **"Jets Way"** throughout the association, following a set of guiding principles for all our players and coaches in accordance with our Mission, Vision and Values. It is very important that we continue to work on developing a strong culture that is inclusive, accessible and affordable to make community hockey the choice of many in Richmond.

The 2024-2025 season was marked by numerous achievements and challenges. Overall, I feel the year was a success both on and off the ice and everyone, from our team of volunteers to all our players and coaches should be quite proud of what we accomplished. Our teams won numerous league, and playoff banners and showed success in tournaments.



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The main priorities were to continue to build on our great in-house programs we offer for all players and goalies and continue to fine tune and improve our daily operations. We did a great job of creating initiatives to grow the game (Try Hockey, Try Goalie, Ready to Launch, Intro to Hockey and First Shift), along with offering a very competitive model for our recreational and competitive streams.

We are very fortunate to have a very strong team in place to oversee and run the association on a day-to-day basis. I would like to thank them all for their leadership and guidance throughout the year:

- Director of Hockey Operations - **Linden Saip**
- Director of Rep Hockey - **Milton Chan**
- Registrar - **Tina O'Connor**
- Ice Allocator - **Nadine Bayley**
- Tournament Registrar and Equipment Manager - **Ken Hamaguchi**
- Risk Manager - **Dara Takenaka-Fraser**
- Referee in Chief - **Jeff Harms**
- Ref Assignor - **Ryan Shi**

### Recommendations for the season ahead:

- ✓ Continue to build our Jets culture and grow the Jets Brand;
- ✓ Improve on all areas of communication with our members;
- ✓ Fiscal responsibility for the short and long term;
- ✓ Develop and improve our volunteer program and get more members involved;
- ✓ Continue to improve our strong skills program and opt-in programs for players and goalies;
- ✓ C Program – Review our policies and improve on team balancing.
- ✓ Rep Program – U11 and U13 programs are strong and we need to continue to improve the U15 and U18 programs and make sure we have A2 teams in each program.
- ✓ Risk Management – Communicate better with teams and parents on expectations and conduct during the year especially towards our volunteers and officials.

*I am very proud of what we have accomplished since I joined the association in 2020 and I feel the association is in a very good position to continue to grow and develop well into the future.*

Yours in hockey.

**Wayne Carleton,**

RJMHA Executive Director