In attendance: Josh Van de Kraats, Theo Dykstra, Lisa Henschel, Sheldon Hanson, Cindy McGrath, Greg LePage, James Rennie, Tanya Klapstein, Kelly Hofstra, Jennifer Overeem, Melissa Emmerael

Lifetime Members: Brenda McKinney, Corinne Berkendorf

1. CALL TO ORDER: Josh called this meeting to order at 7:07pm
2. APPROVAL OF MINUTES: Minutes August 1 & special meeting August 21. Greg motioned to accept minutes with addition. Cindy seconded – all in favour – approved.
3. ADDITION/APPROVAL AGENDA: Additions: Junior C, Ken Ogsten fund, powerskating. Theo motioned to accept the agenda with the additions, Sheldon seconded – all in favour - approved
4. REPORTS:

a) **PRESIDENT** – Roger Lorensen

 - NO report

 **b):VICE-PRESIDENT** – Josh VandeKraats

* Josh wanted to make note of how many people are getting off topic at meetings and having side conversations. Please wait until after the meeting to have other discussions and keep that in mind so we can keep meeting quick and to the point.
* We also need to stay united as a board. Whether we agree with a board decision or not, we need to remember that we made a decision as a board and need to keep the position that we support a board decision.
* Josh would like to actively work on making a positive change in the outside perception of our association.
* Coaches:
	+ Josh has received multiple coaching applications and we have enough for all teams.
	+ He wants to apologize because the last few weeks have been so busy that he hasn’t contacted coordinators yet in order to tell them to contact the coaches.
	+ Coaches need to have respect in sport coach by October 1.
	+ Coach selection – Josh, coordinators and a member at large will make a committee and interview for the peewee head coach position.
	+ There will be a brief coach selection meeting after this board meeting to set a date and format for the selection process.
	+ NAI (Northern Alberta Interlock) – There is a new website as they are not considered to be 1660 anymore. The league is cracking down on cancelling games. ProSmart was promoted at the meeting – James has information for anyone interested. Ramp app was also promoted. Tanya sent the information out to the board and has set it up for our association.
1. **TREASURER** –Theo Dykstra (see attached report)
* Account Balances: General $36244.19, Bingo $59988.01, Casino $21303.94, Raffle (2016) $150.58, Total $126666.66
* Theo met with Myrna Leland and set up quikbooks for the year and all invoices have been entered and reconciled the books up to the end of June. The books will be up to date by the end of the week.
* The AGLC Year end reports for the casino and bingo accounts were submitted on September 10, 2017.
* The society annual return was mailed September 10, 2017.
* Theo is in the process of creating a google doc to collect necessary information from people when they pay fees through e-transfer. Suggestion to create a separate email account (payments@milletminorhockey.ca) for people to send these transfers. This would be a good option for people who pay by cash or cheque and may be preferred over credit card payments as it would decrease the fees we are charged. Motion: Theo motions to create a form and set up etransfer for MMHA. Cindy seconded. All in favour – carried. Discussion: Should we have a common password or individual password for each separate payment. Theo will use a google doc and set up separate and unique passwords for each payment.
* Theo is still working on closing out the Junior C account. Corinne came in to speak on behalf of that account and it cleared up the process that will be happening. Corinne spoke to what happened when they closed out the Junior C account – they went to ATB and thought they had closed everything off. Apparently things weren’t closed off properly at the bank’s end and because it has still been active, the names on the account will sign off indicating funds will be added into the Ken Ogston Fund. Corinne will take care of this and let Theo know once it is done.
* Motion to accept the treasurers report: Greg motioned, James seconded. Carried.
1. **REGISTRAR** – Tanya Klapstein
* **Current Registration Numbers & Other Registration Info**
	+ Current numbers
* o Initiation 16
* o Novice 21
* o Atom 22
* o PeeWee 14 add Brayden Leakey frm Calmar as per discussion total 15
* o Bantam – as of August 21st when we made the decision to declare no team we were at 7. One was a new import from BC who is still in Leduc AA tryouts and it looks like he will be making the team at this point. Payton Huolts registration came in at 10:20 the evening we made the decision to declare no team; she is however applying to play overage in Wetaskiwin on the girls team. No new registrations have come in to date for this divison. Also note, Evan Frenzel Neufeld is a Calmar player and should not have been included I our numbers for team formation discussion, which I was not aware of at the time. So we were really looking at a number of 5 bantams.
* o Midget - as of August 21st when we made the decision to declare no team we were at 9. This number has not changed to date.
* Only two new kids in through marketing efforts, both were not in our zone. Guided both through exception process with HA as they both want to play in Millet. Still waiting on decisions from Zone 4 minor admin regulator.
* 1 more family contacted me, not registering due to volunteer commitment issues.
* All coordinators should now have received their login info and password from Becky. I have uploaded all the players’ info into their accounts. Any issues please email me.
* RAMP APP is set up, email automatically went out to all families. I had to put all Novice kids on one team, all Atom kids on one team for now. I will have to move kids around on the teams once evaluations are completed.
* **Registrar Meeting Sylvan Lake**
* We need to provide signed agreements for any changes we have on our map vs the 1999 map from HA.
* -Changes will likely be coming next year where we may have to use HCR for registration instead of RAMP. This happened in BC already this year.
* Respect in Sport will now expire every four years. ($12.00 parents / $30.00 coaches)
* -Coaches cannot be carded to a team without having RIS Coach Completed. (Used to be Nov 15th?)
* If Manager/Coordinators want to be listed in the time book/label they must be registered through HCR with RIS as well.

 Exhibition Game, Tournament Sanctions & Travel Permits all done online this year through HA portal. No more paper forms.

* Must use all new/current HA forms from their website or they will be declined.
* Anyone needing permits can send the information to Tanya and she will get the numbers and the information.
* **Reminder of Important Dates**
* -NAI Schedule Attached
* October 15, 2017 – Teams orders must be filed with HA (recommended Oct 5th)
* November 15th – Coach Certification
* November 15th or first league game (this includes pre season) – Team Registration to HCR
* November 15th - Provincial Host Bids Due
* December 1st - Team Declaration for Provincials
* December 15th - Affiliation Deadline
* January 10th - Last day to add/release players
* **Coaching Binders / Manager Handbooks**
* I am currently working on them, plan to have completed by Monday the 18th.
* **Affiliate Info**
* -We can affiliate the entire lower team (19 players) up to the next division.
* Initiation affiliated up to novice can play 5 games
* Novice affiliated to Novice can play 5 games
* Novice affiliated to Atom can play 10 games
* Atom affiliated to PeeWee can play 10 games
* This is excluding exhibition & tournament
* No rules currently in place for provincial play as far as how many games they need to play during the season as an AP to be eligible to participate in provincial play as an AP, they are coming soon.
* Must have 8 skaters on the ice to play.
* Initiation & Novice only to make a roster up to 12. Need to look into new bylaws from NAI for further affiliate info.
* **Fees**
* I inquired to Theo how much we are being charge flat fee and percentage wise for accepting credit card payments just to make sure that in giving people the option of splitting up their fees into multiple payments is not costing us too much. He did the calculations and both the 2% fee as well the transaction fees are based on the amount, so whether they pay in full or split it into several payments the fees would be the same. Works out to aprox 2.5% total. I think that it a reasonable expense to incur as an organization unless there are any other thoughts (avg $500 per registration / 12.50 per registration however if 80 people pay this way its 1,000.00) There are associations that tack a fee onto the registration if paying by credit card.
* Theo and I have had conversation about getting set up to accept e-tsf.
* **Criminal Record Checks**
* Still need 4 Vulnerable Sector checks from board members.
* **Recommendations for next year season**
* Medical forms, coaching applications, parent & coach pledge forms online. (some can be built into RAMP registration, or using google docs) Apply outstanding volunteer fees owed to RAMP instead of collecting deposit cheques. Collect as many registration fees as possible through CC or etsf (this eliminates a lot of paperwork and work for both treasurer and registrar)
1. **ICE COORDINATOR** – James Rennie
* We will start our season September 18. There was then a discussion about start date and it will remain that we start Monday, September 18.
* Evaluations for novice and atom will be September 23, 25 & 27.
* There will be 5 games for the bantam and midget teams in Millet.
* James will email the full season schedules out to everyone ASAP and also passed out the first few months at the meeting.
* James attended the registration meeting with Josh on Saturday September 10 and passed on the information (NAI website, league cracking down on cancelled games etc.)
* The October calendar is on the website if Greg can also update that on the facebook account.
1. **REFEREE IN CHIEF** –Greg LePage
* Only 4 are registered for the referee clinic so far. Greg anticipates more will register in the next little while.
* Anyone interested in being an official needs to be 13 years of age by December 31st.
* Greg will start focusing on his position as RIC because it is getting close to the season.
* Greg would like to get the flags cleaned up still and will look into that as well as getting the new Millet flag up and potentially get a new Alberta flag.

1. **BINGO COORDINATOR** – vacant
* Chair is the manager of the association they bring. They need to be responsible all our workers are abiding by the rules (no phones, no food on counter etc.) Looking at associations that will have floor walkers.
* How many bingos do we really need was discussed.  24 bingos @ 13 people each is 312 spots available not including anniversary events. From the August 12 bingo forward there are 243 credits need to be worked by families to fulfill their requirements, which is almost the exact number of bingo spots left available. However, add in April to August and that shows we have too many spots that need to be filled without Bantam & Midget numbers. Is its possible to have teams work these as an extra that would be fundraising for their team specifically ? If we gave one each month from Sept - February to a specific team for fundraising and the other 6 from those months are for people to work their required spots, we would not have such a problem filling the summer months. We will continue to have discussion for bingos for next year.
* Report from AGM attended at PHB Sept 11th (attached sheet)
* Got enough cheques from Theo which are in the safe at the Bingo Hall for the remaining Bingos of the season for concession
* Need a $50.00 cheque to Peace Hills Bingo - Donation they ask for from all clubs for the Anniversary Event November 24, 25, 26. Tanya motions for $50 donation for anniversary bingo. Greg seconded. All in favour. Carried.
* Website is updated and dates are up on signup.com (link to this is under bingo tab on website)
1. **EQUIPMENT** – Sheldon Hanson
* Socks have been ordered for all levels based on preliminary numbers, plus a few extra pairs. The receipts will be handed in at the meeting. Sheldon also purchased another set of goalie equipment and chest protector for the atom cage due to the fact that the pair in there would likely swim on our kids.
* Cages are starting to take shape and should be completed this week. Sheldon is still working on tracking down outstanding puck bags, coaches binders and a few jerseys.
* Sheldon is wondering if Friday ice time is set in stone or if we could still swap it for Thursday.
1. **PUBLIC RELATIONS** – Kelly Hoffstra
* The harvest fair parade was a success with many families participating. Thanks to everyone who came out to help decorate and took part on parade day. A big thank you to Hansons for opening up their shop for a fun evening and for th use of the truck and trailer.
* PR spent a total of $1060.95. This figure includes all flyers for mail out, parade, posters, postage costs and all costs related to the parade and float.
* PR contacted Big Country Cabinet, Wetaskiwin COOP, Mullen Insurance, Pentagon Farm and Coaches Source for Sport for sponsorship. Coaches renewed their two year contract and is the only ice sponsor going into the 2017-2018 season. Kelly was unaware she should be contacting potential sponsors until quite late in the year so would like a list of duties she is to be taking care of so nothing falls through the cracks. Now that she knows this she will look into more sponsors earlier in the year for next season.
* WelcomeBack – Date set for October 21. Kelly motions for a budget of $1000 to be spent on pizza and non alcoholic beverages and miscellaneous supplies. James seconded. All in favour – carried.
* The lions possibly did alcoholic beverages last year. Sheldon motioned to contact whoever provided the bar service for the party last year to do it again this year. Jennifer seconded. All in favour, 1 abstain – carried.
* PR would like to create a list of special events with dates (solid or rough time line) to send out to all of the families this month which may help increase involvement if families have more lead time and kids are able to get excited about participating in these events.
* Cynthia was contacted and will be putting together an email of items she has taken care of in the past and will include information she feels Kelly should have. Also any ideas are welcome.
1. **MIDGET** – No coordinator
* No report.
1. **BANTAM** – No coordinator
* No report.
1. **PEE WEE** – Lisa Henschel
* The three players who tried out for AA in Leduc did not make the team.
1. **ATOM** – Cindy McGrath
* Cindy motions that players not there for evaluations due to extenuating circumstances at the discretion of the board will be put into the middle 1/3 of evaluations. Sheldon seconded. All in favour, 1 abstain. Motion carried.
1. **NOVICE** – Lisa Henschel
* Nothing to report.
1. **INITIATION** – Jennifer Overeem
*
1. **OLD BUSINESS**
2. Governor – Rogers name has been put down until someone is found.
3. For clarification, MMHA was informed that we were NOT able to merge with Wetaskiwin as it is merging for more than one team. This will be looked at further for next season as well.
4. **NEW BUSINESS:**
5. SDI will be contacted to find out what date had been set for photos and if we can get them booked asap.
6. Powerskating – Tim Green is no longer doing just power skating so we may not be able to book him for MMHA. We will look into someone new and send information to Josh.
7. We still need a governor for 1660 so please let Roger know if you have any suggestions.
8. Roger will be the league representative.
9. **ADDITIONS TO AGENDA**:
10. Oil Kings – Sam came in to speak with the board about potentially having an association night at an Oil Kings game again Discussed a bit about last year and what was a positive and things that need to be improved on. There was positive feed back as well the unusable vouchers were discussed. Kelly will be contacting Sam and setting up some dates to be decided on and we will go forward from there. Sam also said we can work something out for the vouchers of the games that weren’t able to be used last season.
11. Brenda McKinney – Brenda came in to speak about the donation from the Lions club and whether it would go toward the Ken Ogsten fund or not. In past it has always gone to the Ken Ogsten fund so she wondered if we were interested in doing that still. No one was aware that had happened in the past but everyone was in agreement. Cindy motions to take $500 from the general account and put it in the Ken Ogsten fund. Kelly seconded. All in favour. Carried.
12. Corinne Brekendorf (Junior C) – Corinne came in to speak about the open Junior C bank account (mentioned already in Treasurer report).
13. **DATE OF NEXT MEETING:** Tuesday, October 10 @ 7pm

9. **ADJOURNMENT**: Meeting adjourned 10:15pm