**Vermilion Minor Hockey Board Meeting Minutes**

**April 12, 2018**

**In attendance:** David Eremko, Shaun Cadrain, Durwin Selte, James Martin, Jessica Heinrich, Kimberly Tiffinger, Lori-Ann Stenhouse, Carla Myshaniuk, Amy McPhee, Leanne Lupul, Lisa Rochford, Kim Thompson, Leslie Carlson, D.J. Mewis, Tara Garnier

**1. Call to Order:** 7:05 by Lisa

**2. Approval of Agenda:**

New Open Forum items were added

1. Banner Presentation/BBQ night
2. Open Positions

Moved by Shaun, seconded by Durwin, all in favor

**3. Approval of minutes:** Previous minutes were reviewed and moved by Leanne, seconded by Carla, all in favor

**4. Old Business:**

1. Raffle

- Lori-Ann made the motion for VMHA to do a Cash Raffle, seconded by Dave, all in favor

-Kim will get the paper work going to apply for the raffle license

-Further discussion was held and will need to be held regarding the time frame to sell the tickets, how many to print, how many each player needs to sell, is payment needed upfront from each member and how much should the tickets be sold for, should we do 3 bigger prizes or 10 smaller prizes.

-Will set up again at the fair and bond positons can be used to sell tickets

-VMHA needs to fundraise and with a cash raffle it’s a larger amount of money for a smaller amount of work, hoping to bring in $20,000 from cash raffle for VMHA, in order to raise that amount of money through other avenues it may take many little fundraisers to accomplish that.

-Lisa suggested putting up a board of VMHA goals for all the members and public to see why VMHA needs to fundraise and why fees increase.

1. Ice Scheduler

-D.J. made the motion for VMHA not to create the Ice Scheduler position at this time, seconded by Carla, all in favor

1. Evaluations

-Durwin has received most of the evaluations back

-Dave will design a summary document template to compile and summarize each head coaches evaluations that VMHA received, these individual summary documents will then be forward to each head coach.

1. Concession

-Parks and Rec Board’s overall spirit was not in favor of a rent reduction from $1000/month to $500/month. They felt a 50% reduction was too severe and may consider a 25% reduction.

-They felt there were numerous issues in the area of quality/selection/pricing

-They feel that the lower Pepsi price will provide benefit to VMH and assist the bottom line.

-The board would like further details to aid in a decision

 - Financial breakdown of the last number of years for board review

- The number of concession bond cheques that were cashed in order to see if the lack of volunteerism is affecting the profit/loss of the concession.

- What is VMHA game plan to improve the concession to insure viability?

- D.J. made the motion for VMHA to run the concession for the 2018/2019 season under the current rental agreement of $1000/mnth and will forgo providing additional information to the Rec Board, seconded by Shaun, all in favor

 - Lori-Ann and Kim are in the process of advertising for a Concession Coordinator

**5. New Business:**

1. **President Report**
2. Memorandum: 23 Intro to Hockey-Novice

-Hockey Alberta in going ahead and bringing in the Intro to Hockey for the Novice age group for the 2019/2020 season.

-A discussion was held as to whether VMHA should implement these changes in the 2018/2019 transition year. A reason not to implement early, was to let the parents of the upcoming novice players have time to accept/understand the forthcoming changes. A major concern was consistency between all of our neighboring MHA as to who would adopt and who would not and the issues that would create for players/teams, which would not be a positive experience. Lisa will know more about what neighboring communities are doing after her Hockey Alberta meeting on Sunday, in wainwright.

1. **VP of Development Report**
2. Important dates for 2018/19 hockey season
3. Hockey will start on Sept 10/18 with 1 practice per week
4. Tim Green Conditioning camp will be held Sept. 28, 29 & 30

- 3 skates per division including novice

 c) Evaluation camp will be held Oct 5, 6 & 7 with Chad Kendall

 - 3 ice times per division that need to be tiered/evaluated

2) Handbook updates

-Dave made the motion to make the following changes in the handbook under 4.0 VMHA Organization and Structure and 6.6 Team Accounts Guidelines, seconded by Kim, all in favor.

**4.0VMHA Organization and Structure**

**President**

 **Secretary**

 **Vice President-Business**

 **Vice President-Development**

 **Treasurer**

 **Team Accounts Treasurer**

 **Bond Coordinator**

 **Fundraising Director**

 **Registrar**

 **Initiation Director**

 **Novice Director**

 **Atom Director**

 **Peewee Director**

 **Bantam Director**

 **Midget Director**

 **Atom-Peewee Female Director**

 **Bantam-Midget Female Director**

 **Discipline Director**

 **Equipment Manager**

 **Coach Mentorship Director**

 **Website Director**

 ***Referee Coordinator***

**6.6 Team Accounts Guidelines**

1. Team accounts are put in place for the benefit of each team. The money shall not be spent carelessly or unreasonably. The funds solely come from the proceeds of each team’s home tournament, donations or fundraising taken on by the team.  If a tournament is to be cancelled, the director of that age category must notify the President, VP of Development or VP of Business so that it may be discussed at the next Board meeting or discussed ASAP before cancellation, as team funding through the team account will be affected.  Any deficits incurred from over expenditure from the Team Account will be the responsibility of the parents/guardians of that team.  In order for teams to access funds held in the team accounts, applicable receipts/invoices must be provided for the expenditures.

2. In order to allow for ongoing development and growth of all VMHA players, funds generated from each tournament will be set aside and placed into Tiger Pride.

The Following schedule will apply based on the number of VMHA teams in the home tournament:

~~1 Team $65/player~~   *1 Team $45/Player*

2 Teams $35/player

3 Teams $25/player

All residual funds will then be for the use by the team to fund their activities throughout the year within their own discretion, and in accordance with the guidelines/suggestions noted below.

3. a)    Each team is allowed one away tournament, paid by the Team Account, prior to hosting your own tournament; the Team Account must be reimbursed for the fee of that first away tournament.

*Should a team incur the cost of an away tournament prior to hosting their own tournament, the funds will be provided ( borrowed ) in advance from the team account pending receipt of the funds generated from the applicable teams home tournament. Any shortfalls will be the responsibility of the team/parent body.*

b)     If that team chooses to attend an extra away tournament before hosting their own home tournament the parents/guardians of that team must pay for the tournament fee.  The parents/guardians will be reimbursed by the Team Account after they host their ~~won~~ own tournament, providing sufficient funds are available in the Team Account.

c)     Each team may attend as many away tournaments as they wish providing league games, league playoff games and provincial play downs are completed within the allowable time.

*VMHA will not pay for tournaments of member teams, this is the responsibility of team parents and the success of tournament fundraising.* ~~Also~~, ~~any~~ *Any* deficits accumulated in the Team Account will be the responsibility of the parents/guardians of that team.

4.  Busing may be paid out of team accounts. . There must be sufficient funds in the Team account at the time of the request to cover the expense: otherwise, the expense will be the responsibility of the parents/guardians making the request. There is no alcohol on buses that are transporting people to and from Vermilion Minor Hockey events.

5.  A team attending an away tournament may pay for the coach’s hotel room from the Team Account if the coach is a non-parent of a player on that team.  In addition, a hospitality room may be paid for from the Team Account. This room would be used as a common room for all players, coaches and parents/guardians to gather.

6.  Team Accounts will maintain a float of $8000 at the beginning and end of the season.  All Team Accounts will be balanced by May 1.

7.  If a team attends a Provincial tournament or the Alberta Winter Games tournament, the registration will be paid by VMHA from the General Account

1. **VP of Business Report**
2. Parking Stall

- Kidsport parking spot hasn’t been raffled off in more than a year. Kim made the motion to do an online raffle for the Kidsport parking spot, seconded by Shaun, all in favor

1. **Treasurer Report**

Account balances as of March 31, 2018

General Account $ 20,793.41
Concession Account $ 26,064.18
Plan 24 $ 27,937.14
GIC $11,503.09

Raffle Account $ 4,801.74

Profit & Loss – see attachment

- All Jersey Sponsors have paid

- Concession made just over $7000 for the 2017/2018 season

- Registration fees don’t cover the ice and ref fees and Hockey Alberta is increasing their fees for next season……we need to increase our revenue as an association is the bottom line.

1. **Registrar Report**

- Would like to have registration open for next season by the end of May and it will close the end of June. If VMHA wants to increase the member fees, Carla needs to know before she opens registrations.

-VMHA lost $25000 so that needs to be recouped to make the association viable.

- Kim made the motion to increase registration fees by 18%, seconded by D.J. Mewis, all in favor.

- Discussion was had regarding a rough breakdown of cost per hour that the association pays in comparison to the registration fees paid by a family in initiation pay:

 24 weeks of hockey X 3 ice times per week= 72 hours of ice time

 $350 reg fees/72 hours = $4.80/ice time

1. **Discipline Coordinator Report**- all good
2. **Team Accounts Report**

Account Balances as of

* Team Account $ 33,306.16
* Tiger Development $ 6,223.60

- receipts are still coming in, but need to come in by the end of April

1. **Concession Report**

- The list of people who will have their volunteer bond and concession cheques cashed was given to Leanne. A minimal number were cashed and there was confusion with one family who failed to complete their volunteer bond but were told by their manager that VMHA would get in contact and give them a job to do. They chq will be cashed but reimbursed if they sell tix at the fair for the previous season.

1. **Equipment Report-** not in attendance

 - Directors please remind your managers to finish getting the jerseys and pucks returned.

1. **Website Report-** all good
2. **Director’s Report**
* **Initiation** (DJ Mewis)-all good
* **Novice** (Kim Tiffinger)- all good
* **Atom** (James Martin)- all good
* **Peewee** (Jay Stepanick)- not in attendance
* **Female Atom/Peewee** (Mike Krips)- not in attendance
* **Bantam** (Jamie McPhee)- not in attendance
* **Midget** (Duane/Erin Baldwin)- not in attendance
* **Female Bantam/Midget** (Jessica Heinrich)- all good
1. **Coach Mentor Report**- nothing to report

**6. Open Forum:**

 **a) Banner Presentation/BBQ**

 - VMHA brought home a few banners this season should VMHA do a banner presentation/bbq evening in the fall. The general consensus was yes.

 **b) Open Positions**

Treasurer

Vice President of Business

Discipline Coordinator

Coach Mentorship Director

Fundraising Coordinator

Concession Coordinator/Volunteer Bonds

Referee Coordinator

Team Accounts Coordinator

Website Manager

Initiation Director

Novice Director

Atom Director

Atom/Pee Wee Female Director

Pee Wee Director

Bantam/Midget Female Director

Bantam Director

Midget Director

**7. Next Meeting:** Spring Special Meeting April 19, 2018 @ 7pm

**8. Adjournment:** 8:40 pm