

**Athabasca & District Minor Hockey Association**  
**Executive Meeting**  
**Tuesday, October 15, 2019**  
**6:00 PM – Athabasca Regional Multiplex**



**Present** – Dustin Pysyk, Brett Gullion, Kelly Rich, David Head (via teleconference), Carrie Duncan, Evan Wagner, Jen Miller, Rhonda Alix, Hector Lafreniere,  
**Absent** – none

**1. Call to Order**

1.1. Meeting called to order at 6:07 pm by Dustin Pysyk

**2. Approval of Agenda**

2.1. **Motion:** To approve the agenda as amended. Moved by Jen Miller. **Motion carried.**

**3. Approval of Previous Minutes**

3.1. **Motion:** To approve the minutes of the September 30, 2019 meeting as presented.  
Moved by Jen Miller. **Motion carried.**

**4. Business Arising from the Minutes**

4.1. Child intervention checks – we are currently meeting all Hockey Alberta requirements. How many other associations are requiring these? We need to do further research on this – other associations using them, Hockey Alberta's position.

**5. New Business**

5.1. Communication chart – Dustin Pysyk

5.1.1. **Motion:** to approve the ADMHA Communication Protocol as presented (attached). Motion by Jen Miller. Motion carried.

5.2. Job descriptions – Dustin Pysyk

5.2.1. Need to edit job descriptions for all executive positions to review at our next meeting.

5.3. Survey monkey – Dustin Pysyk

5.3.1. Should we send out a survey about how the first two weeks go (with the exception of ice issues) to get feedback? We will get a variety of opinions without names. Want to get some feedback from membership. Maybe wait until later in the season, January.

**6. Information/Roundtable**

6.1. Carrie Duncan – Manager's meeting did not touch on games marked TBA on the league schedule and how to deal with them. Need to add

6.2. Carrie Duncan – Sandra Hayward is upgrading her Quickbooks software so that Carrie can more easily take over the books. Working to track down one small bill from Calling Lake; need backup documentation. All players have paid their fees.

6.3. Kelly Rich – still need cheques from a few families. Question about how we deal with blended or merged families and family fundraising commitments. Current and past practice is that separate families provide separate cheques.

6.4. Kelly Rich – provided overview of fundraising event schedule.

6.5. Kelly Rich – photos are on Oct 17. Hockey Pools due Oct 17.

6.6. Brett Gullion – fieldhouse use clarification. Dustin will confirm with Multiplex.

6.7. Brett Gullion – coaching to be added to the HCR. Coaches have to be registered with Hockey Canada. If they played elsewhere in the past, they will have to be transferred

to our association. We need to add the information on how to get their Hockey Canada ID number on the coaching application.

- 6.8. Jen Miller – has brought Jason Zaz for safety lead for ADMHA to deal with safety reporting to hockey alberta; coaches and managers will need clear direction on the process and threshold for logging and reporting. The details are in the safety course.
- 6.9. Rhonda Alix – first weekend on home hockey went well. Referee clinic is scheduled – looking for more registrants, especially adults. Likely 20-25 will attend. This Sunday is first Novice game, so first trial run with rink dividers.
- 6.10. Evan Wagner – working on annual returns.
- 6.11. Dustin Pysyk – tiering meeting Monday Oct 21 for tiers 1 2 3.
- 6.12. Deadline for submissions for provincial hosting is November 15. Dustin will email managers and coaches.

## **7. Next Meeting Date**

- 7.1. Nov 26 6:00 pm Athabasca Multiplex.

## **8. Adjournment**

- 8.1. Meeting adjourned at 7:29 pm.