



Athabasca & District Minor Hockey Association

APPROVED:	February 2011
POLICY:	EXECUTIVE COMMITTEES
PURPOSE:	To provide. the association and its executive the opportunity to develop smaller groups of executive members to oversee various committees as they are required pertaining to ADMHA matters
RESPONSIBLE:	ADMHA EXECUTIVE

1. Executive Committees

1.1. Can be formed by the Executive to perform any function deemed necessary to assist in performing the duties of the Association.

2. FUND-RAISING COMMITTEE

2.1. A committee of not less than two people including the Fund-raising Chairperson shall be responsible for:

- 2.1.1. Solicitation of all donations.
- 2.1.2. Collection of advertising dues.
- 2.1.3. Organization and supervision of fund-raising events by approval of Executive.
- 2.1.4. Operation of activities licensed by the Alberta Gaming Commission.

3. HOCKEY PARENTS COMMITTEE

3.1. Shall be responsible for the operation of the ADMHA revenue generating opportunities that raise more than \$5,000.

3.2. The Hockey Parents Committee shall consist of , but is not limited to:

- 3.2.1. Hockey Parents Chairperson – member of the Executive responsible for overseeing the members of the committee.
- 3.2.2. Hockey Parents Treasurer – member of the Executive responsible for all receipts and disbursements and financial reporting for the committee.
- 3.2.3. Hockey Parents Vice-Chairperson – shall assume the responsibilities of the Chairperson of the Committee in his/her absence.
- 3.2.4. Hockey Parents Secretary – shall keep the minutes of the committee’s meetings.
- 3.2.5. Hockey Parent Event Coordinators (4) – responsible for compilation and scheduling member for events and activities.