



BLACKFALDS MINOR HOCKEY ASSOCIATION BOARD MEETING  
Blackfalds Multiplex Ag Room  
Minutes  
Tuesday, November 14, 2023 | 7:00 PM

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**ATTENDEES:**

Aimee Donauer  
Dion Nicolas  
Kyle Drouin  
Shalynn Morgan  
Dallas Trail

Brad Harnack  
Elton St. John  
Megan Guynup  
Suzie Lobert

Cheryl Berenik  
Jessica Gallant  
Nancy Morin  
Tyne Fauth

**REGRETS:**

Tyler Boruck

Shannon Humphrey

Stephane Morin

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**Special Guests:** N/A

**Chair:** Kyle Drouin

**Minutes:** Suzanne Lobert

1 **CALL TO ORDER:** 7:01 p.m.

2 **APPROVAL OF PREVIOUS MEETING MINUTES:** Dion Nicolas & Kyle Drouin

3 **APPROVAL OF AGENDA:** Nancy Morin & Megan Guynup

4 **EXECUTIVE REPORTS:**

4.1 **President**

4.1.1 Hockey Alberta AGM

- Thursday November 30 at 7:00pm, If anyone would like to call in - contact Kyle for information

4.1.2 Player of the week

- Suzie & Elton to work through getting it ready
- One player per team, to be posted weekly on FB

4.1.3 Cross Ice Developments

- Would like to come to a 2 year agreement for evaluations for for U11 - U18 Age Groups & player development for all age groups
- Pricing reviewed with board members
- **Suzie motions** to approve the acceptance of Cross Ice Development's Proposal for the 2024/2025 Season. Second by Nancy Morin. All were in favor. Kyle to follow-up and confirm if we can do just one year at this time.

4.1.4 Length of Service

- Possibility amending the by-laws for minimum and maximum length of terms to serve on the board.
- Recommend a minimum of 2 years and a maximum of 4 years
- Kyle to send out draft proposal for board to review

4.2 **Vice President**



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4.2.1 No Items

**4.3 Past President**

4.3.1 No items

**4.4 Secretary / Web Admin**

4.4.1 Picture waivers - online posts

- Suzie to create form to send out with player of the week to managers

**4.5 Treasurer Liaison**

4.5.1 Tournament money - update on tournament funds, still having issues with getting account set up at bank

4.5.2 Cody Dennis game update -Booked for March 2

4.5.3 Outstanding fees - shared with board players who have not paid 2023/2024 fees. Dion and Kyle to follow up.

4.5.4 Financials are available through contacting treasurer liaison

4.5.5 Working with accountant to ensure books are accurate and up-to-date

**4.6 Registrar**

4.6.1 Affiliates - very few teams have submitted. Need to be submitted by January 10, 2024.

4.6.2 Coach requirements

- Coach criminal record/vulnerable sector checks - expires every 3 years
- Elton to follow up with coaches who have not yet completed all requirements.

4.6.3 BMHA website clean up and additions

- Recommend we add info for new parents to the association, take a look at other Association webpages to see what we are missing, clean up old files and properly acknowledge any sponsors
- Tyne and Suzie to review and start cleaning up

4.6.4 Junior Coaches Program

- Need to have respect in sport activity leader
- Do not need to wear full equipment as far as Hockey Canada / Hockey Alberta. They are insured on ice as a coach.

**4.7 Ice Scheduler**

4.7.1 All schedules have been updated except U11

4.7.2 There will be a new ice scheduler that Megan will mentor over the next year.

4.7.3 Megan will be working on creating ice schedule for 2024/2025 season. Needs anticipated team numbers, Kyle to provide.

**4.8 Coach Liaison / Player Development**

4.8.1 **Elton motions** to have the Goalie Development role established as an Operating Committee member within BMHA Association. Second by Tyne Fauth. All in favor.

- Suzie to create an email for Jamie .



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**4.9 Fundraiser / Pics / Fit Night**

- 4.9.1 \$17,926 was the total for tickets sold. We had 5 skaters not fulfill their requirement of 4 books. What are our plans for situations like this? Will be ordering a new set of tickets this week. Expectation is that each player who opted to do fundraising is responsible to sell 4 books of tickets per draw.
- 4.9.2 Photographer is working on editing pictures. Team pictures should be sent out this week to have managers put names to faces. Singles should be available to see by the end of the month. He is editing each and every photo for parents to see.
- 4.9.3 Licenses for Tournaments - always pulled by the BMHA fundraiser. Recommend to keep this practice and communicate to tournament committees there is an expectation to have all paperwork submitted back to the BMHA Fundraiser within a week.

**4.10 Tournament Coordinator**

- 4.10.1 Tournament Accounts - there are transaction fees of \$17 per month if over 30 transactions per month
- 4.10.2 Using Teamsnap Tournament to manage all teams for BMHA tournaments
- 4.10.3 Reviewed bank account balances
- 4.10.4 Working with all coordinators and getting things rolling for tournaments

**4.11 Equipment Manager**

- 4.11.1 Bought Hockey Goalie danglers for U9 and U7 - in the lockers for teams to use and Dallas will send out information to coaches to make them mandatory.
- 4.11.2 Would like to get an estimate of numbers for the 2024/2025 season to ensure there are enough jerseys for all age groups. Kyle to provide
- 4.11.3 Shared pricing of two different jersey styles
- 4.11.4 Name Bars on Jersey's - is this something we the association wants to look at getting? Discussed pros and cons. Vote was taken, decision was to not purchase at this time.

**4.12 Ref Assignor / Referee In Chief**

- 4.12.1 Dealing with some mistreatment of referees. Kyle to draft reminder e-mail on expectations of treatment of ref's and time box responsibilities.
- 4.12.2 Continuing to work on mentoring referees. Want to be able to have on ice mentors. Elton to reach out to Hockey Alberta for options.
- 4.12.3 November 22 ice booked for referee training

**4.13 Directors**

- 4.13.1 CAHL Director Report
- 4.13.2 Manager Liaison Director
- 4.13.3 Diversity and Inclusion Director
- 4.13.4 Initiation / Pups Director



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- 4.13.5 Novice Director
- 4.13.6 Atom Director
- 4.13.7 Pee Wee Director
- 4.13.8 Bantam / Midget Director

5 NEW BUSINESS

6 OUTSTANDING BUSINESS

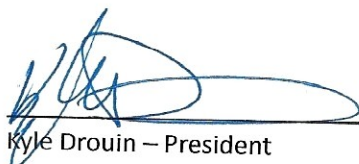
4.13.9 Actions from Previous Meetings

- Sell 50/50 at Bulldogs Games - Suzie to post on Facebook to get volunteers - contact Fundraising - **Nancy will be asking board members first.**
- Invite Karla Dennis to board meetings. Action: Jessica, Kyle or Elton to notify her of when our meetings are.
- Distribute Pledges - Action: Coach Liaison to send out coaches pledgers and Managers to distribute Players & Parents.
- Distribute Pledges - Action: Have hard copies of all pledges at the next meeting for those who'd like to review.

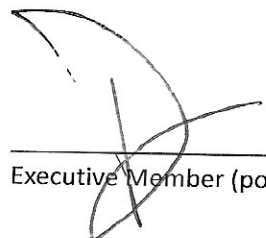
7 ACTION ITEMS NEXT MEETING

- Teammate of the week - Suzie & Elton to work through getting it ready
- Kyle to send out draft proposal for board positions length of service
- Photo Waiver - Suzie to create form to send out to managers **Complete**
- Outstanding Fees - Kyle and Dion to follow up with members who have outstanding registration fees
- Coaching requirements - Elton to follow up with coaches who have not yet completed all required certifications.
- Website clean-up - Tyne and Suzie to start working on
- Director e-mail - Suzie to create new goalie director e-mail **Complete**
- Mandatory Goalie danglers - Dallas to send out e-mail to U7 & U9 coaches
- Anticipated Teams for 2024/2025- Kyle to send numbers to Ice Scheduler and Equipment Manager.
- Kyle to send e-mail reinforcing BMHA's zero tolerance for mistreatment of referees.

8 ADJOURNMENT: 8:57 p.m.



Kyle Drouin – President



Executive Member (position, name, signature)