



**Canmore Minor Hockey Association  
Executive Meeting  
August 23, 2016 6:30 pm  
Canmore Golf & Curling Club**

**Attending:** President: Sara Anderson  
Past-President: Al Scurfield  
Vice-President: Robin Bushulak  
Ice Coordinator: Stephanie Hogg  
Coaching/Skills Coordinator: Reid Solodan  
CMHA Governor: Sean Kjemhus  
Treasurer: Brenda Ostman - arrived at 6:45pm  
Registrar: Carrie McLaughlin  
CAHL Director: Ken Browne  
Girls League Coordinator: Andre Dmytriev  
House League Director: Jenn Lambert - had to leave at 10:04pm  
CMHA Secretary: Ella Schatzmann

**Regrets:** CMHA Governor: Mike Berthelot

**Called to Order:** 6:36 pm

### **Review of Minutes**

**MOTION:** *To approve the June 14, 2016 and July 11, 2016 CMHA Executive Board Meeting Minutes. Moved: Sara; seconded: Jenn; approved.*

### **Registrar's Update:**

Conditioning Camp numbers reviewed.

- **ACTION:** Review number of registrants for Conditioning Camp next year. Consider having more than 25 participants per group for younger age groups, due to high demand and feedback that more players can be accommodated on the ice.



Girls Registrants reviewed.

Carrie contacted the 3 Atom level girls and let them know their options, (CAHL Atom, House Atom or Pee wee Girls Team). She has asked them to respond with their choice by the end of this week.

September 11, 2016 is the deadline for deciding on what Girls teams will be formed as well as whether a House Midget team will be formed. Currently there are not enough players to form these teams.

- **ACTION:** Kathy will update Facebook page with the invitation to register for the teams that need additional players to be formed. She will be specific with the number of players needed for each team.

Review of total registrant numbers, expressed interest in Coaching and Goalies.

Carrie created a document with the breakdown by league and level to make reviewing this much simpler.

#### **Treasurer's Report:**

Michella is still working on the actuals for 2015/2016.

Brenda will change some of the category names so that the breakdown of expenses are more specific, moving forward.

Sara and Brenda will do a forecast for the next two seasons: The financial forecast for this upcoming season will be completed over the next month and the 2017/2018 season financial forecast will be completed by the end of the 2016 calendar year.

Casino revenue raised this year: \$52 545.43

Total amount of money in the casino account is now: \$53 829.00

General Account Balance: \$10 523.00

Two other small accounts: \$1200.90 and \$1 758.00



- **ACTION:** Brenda will move the money from the two small accounts that are no longer needed, into the General Bank Account.

Brenda will cut all cheques, including reimbursement of items purchased by Board members, once per month.

- **ACTION:** Brenda or designate to Advise Managers at the Team Managers meeting of this change.

**MOTION:** *To provide Brenda, as Board Treasurer, a \$100 petty cash amount.* Moved: Brenda; Al: seconded; carried.

Brenda advises there needs to be an updated mileage rate for Board Members travelling for CMHA Board business, such as CAHL League meetings or CAHL Governor Meetings.

- **ACTION:** Brenda will update the policy re: mileage rate and report back at the next meeting.

Sean reviewed the inventory of Gear and Equipment that him and Reid created. There is a current value of what they deemed as approximately \$85 000 for all Gear and Equipment, including jerseys, goalie gear, etc.

There are several boxes of Canmore Eagles T-Shirts.

- **ACTION:** Robin and Kathy will arrange to sell the t-shirts for \$5.00 each at the Conditioning Camp.
- **ACTION:** Reid will arrange for a t-shirt to be given to each Coach for the upcoming season.

Craig Douce has agreed to be our appointed Goalie Gear Coordinator.

Review of the Tournament Coordinator Contract Proposals:



Meghan Jones has submitted a proposal, as requested.

Scope of Service proposed changes:

- CMHA Executive to make final decision on tournament teams
- No Conflict with P3
- Swag decided on by CMHA

### Ice Coordinator Update:

Tournament Dates:

November 12/13 - CAHL Atom (Re-tiering wknd)

January 22/23 - Girls League/CAHL Novice

February 2/3 - CAHL Pee wee

House TBA (sometime in December, in Banff)

Checking Clinic is compulsory for all CAHL Bantam players, optional for House Bantam players.

- **ACTION:** Board meeting September 18 at 6:00pm for Novice and Atom Coach selections.
- **ACTION:** Board Meeting September 20 at 6:00pm to make Pee wee Coach selection.
- **ACTION:** Board Meeting September 29 at 6:00pm to make Bantam Coach selections.
- **ACTION:** Carrie will pass on information regarding the Midget Salt Springs Trip so that Stephanie and Reid can revise the Midget Evaluation Schedule.

Stephanie secured 9 practice times per week in Banff, which will be adequate.  
Stephanie has created an updated flow chart.



- **ACTION:** Stephanie will fan out the final revised flow chart for evaluations.

#### Coach Coordinator Update:

RCMP Criminal Record and Vulnerable Sector checks must be completed for all coaches, on-ice helpers and team managers on a yearly basis.

- **ACTION:** Reid or delegate will advise coaches and managers at the meetings and via email once coach selections have been made.

**MOTION:** *To allocate \$600.00 for apparatus purchases for on ice training.* Moved: Andre; Al seconded; carried.

Review of the Proposal from “Elevate”, (ie Evan McFeeters):

Agreed to form a subcommittee to create a counter-proposal.

**MOTION:** *To appoint Sara, Reid, Sean and Al to a sub-committee to create a counter-proposal to Elevate’s contract proposal.* Moved: Kathy; seconded: Jenn; carried.

Review of the proposal for offering Powerskating with Meghan Jones:

Counter-proposal for \$60 per hour.

6:45am-7:45am

October 17 to end of March

Hockey Camps:

Sara has been contacted by a company that would like to offer a weekend hockey camp. In exchange for ice time (that CMHA would pay for) they would offer our Association Members free registration.

- **ACTION:** Sara will follow up with the company for more information.



### House Coordinator Update:

**MOTION:** *To waive the CMHA registration fee for the proposed player.* Moved: Jen; seconded: Ella; carried.

Discussion on having an honorarium to nominate Association Members who could benefit from additional support.

- **ACTION:** Jenn and Brenda, as a sub-committee, will create a proposal for a CMHA honorarium so that Association Members going through severe hardship can be supported financially by CMHA on a one time basis.
- **ACTION:** Jenn will follow up on the idea of having a team night at Eagles Games, with a pizza party and a post-game meet up with the Eagles Players.

Jean is also in contact with someone about offering a CMHA night at a Hitmen game.

- **ACTION:** Jenn will report when she has confirmation of a Hitmen Game Night.

Jenn excused herself from the meeting at 10:04pm.

Concussion Protocol discussion: Kyle McLaughlin has offered to host a learning session with the Coaches to provide an overview of what to do if a player is suspected of hitting their head during a game or practice and protocols to follow for safety if a concussion is suspected or has been confirmed.

- **ACTION:** Sara will follow up with Kyle to discuss having him present to the Coaches re: Concussion protocols.

CMHA was not one of the Alberta teams provided with a Grant to cover the cost of Foam Barriers. Carrie has spoken to Hockey Alberta who says they will get a deep discount on Foam Barriers that we can access.



AB Cup Funds of \$7000 was secured.

Fair Play - Discussion on CMHA protocol of endorsing fair play/equal play at all levels.

Reminder that we need to reinforce the chain of communication within our Association.

- **ACTION:** Kathy will update the CMHA website with the chain of communication protocol, to be in line with what is currently on the CAHL website.

Update from the Disciplinary Committee:

A meeting was held.

- **ACTION:** Moving forward, no names of past players will be used in Board Meetings. Only current Association Members can be named during a Board Meeting. If a past member is referenced, do not use their name.

Andre would like to set up an interactive online Application so that we can look at the bylaws that are being updated.

- **ACTION:** Andre will explore potential online applications/discussion boards and report back to the Board what options he has found.

Andre recommends reviewing one bylaw per Board Meeting starting after the season is in swing.

Carrie will be sending in the Board Member contact information to CAHL.



**CAHL League Director Update:**

Changes this season:

- 8 Tiering Round Games, 16 League Games.
- Tiering games will not count toward League standings.

The next CMHA Executive Board Meeting to be held September 8 at 6:00pm at the Canmore Recreation Centre, upstairs in Ha Ling.

**MOTION:** *To adjourn the August 23, 2016 Executive Board Meeting at 10:42pm.*