

**Chilliwack Minor Hockey Association  
Annual General Meeting Minutes  
May 16, 2012  
7:00pm  
Twin Rinks 5745 Tyson Road, Chilliwack, BC**

**Presiding Officer:** *David Soltys*  
**Recording Officer:** *Tonya Waldock*

**Attendance:** 60 members in attendance.

**1.Call to Order:** 7:09 pm

There are 60 members present. Therefore, according to Item 6.3 of the Constitution which states that a quorum for all general meetings shall be a minimum of thirty (30) members, including the Board, we have a quorum.

The President introduced the Board members, Referee-In-Chief and Past-President

**2.Approval of the Minutes of the 2011 AGM**

*Motion was made by David Wickham and seconded by Rudy Steensland to accept the Minutes from the 2011 Annual General Meeting.*

*Vote: All in favour. Motion carried.*

**3.Approval of the Agenda**

*Motion was made by Bonnie Russell and seconded by Doug Wilson to accept the Agenda for the 2012 Annual General Meeting held on May 16, 2012.*

*Vote: All in favour. Motion carried.*

**4.Reports**

**a) President:** (David Soltys)

The 2011/2012 written report of the President as attached to the minutes was received and placed on file.

The President field several inquiries:

**i. Extra Fees for Smaller Teams**

A member asked the results of the survey regarding extra fee schedule.

Response: The survey was not well constructed and the results were not conclusive as the responses for each option were about equal. However, the comments were used in forming the Board's decision regarding extra fees for smaller teams.

A member suggested that any rep team carrying less than 2 goalies and 15 skaters should pay an extra percentage to compensate for the lost revenue of rep fee.

Response: Rep teams were not part of the smaller teams policy as these teams are not meant to have fewer than 15 skaters and 2 goalies and some rep teams carry up to 19 players.

**ii. Development Ice**

A member asked about future plans for development ice.

Response: The vision of CMHA is to focus on an increase in development ice for younger divisions to allow consistent teaching of skating and skills. Also included in this plan would be more resources for coaches.

### **iii. Goalie Development**

A member noted that there has been little goalie development offered by CMHA in the last few years. Group training does not work well for older divisions as the goalies require one on one training. Parents and teams may be willing to pay for the goalie trainer if ice were made available.

Another member noticed that the Coach has a responsibility to use practice ice for goalie training purposes.

Response: CMHA plans to purchase ice for goalie development for next season.

### **iv. Pee wee "C" Practices**

A member asked if Pee wee "C" will have shared ice for practices next season.

Response: Due to the limited amount of ice available to CMHA, Pee wee "C" will share ice for practices. Last season there was not any ice available for purchase by CMHA outside of the CMHA contracts. Ice may be available to rent for private use so coaches may be able to purchase extra ice for teams.

### **v. Fines for Teams not using ice**

A member suggested that teams should be fined if not using scheduled ice. Another member noted that three weeks notice is required for cancelling ice without paying for it. Sometimes teams are not able to give sufficient notice due to game time changes.

Response: The Board will consider this idea when planning for next season. Approximately three percent of ice fees paid by CMHA in 2011/2012 were for unused ice.

#### **b) 1st Vice President: (Keith Bryce)-Absent**

The 2011/2012 written report of the 1<sup>st</sup> Vice-President as attached to the minutes was received and placed on file.

The 2011/2012 written report of the Discipline Committee as attached to the minutes was received and placed on file.

#### **c) 2<sup>nd</sup> Vice President: (Tracy Robertson)-Absent**

The 2011/2012 written report of the 2<sup>nd</sup> Vice-President as attached to the minutes was received and placed on file.

#### **d) Treasurer: (Vacant)**

##### **i. Audited Financial Statement**

The 2011 Audited Financial Statement was presented to the meeting.

##### **ii. Budget**

The 2012/2013 written report of the Budget as attached to the minutes was received and placed on file.

##### **iii. Appointment of Auditors for 2012/2013**

***Motion was made by Cindy Rhodes and seconded by Chris Rodin that the firm Langbroek, Lowuserse & Thiessen LLP be appointed auditors for Chilliwack Minor Hockey Association for the 2012/2013 season.***

***Vote: All in favour.***

***Motion carried.***

#### **e) Secretary: (Tonya Waldock)**

The 2011/2012 written report of the Secretary as attached to the minutes was received and placed on file.

#### **f) Directors**

##### **i. Initiation (Trevor Henry)**

The 2011/2012 written report of the Initiation Division as attached to the minutes was received and placed on file.

ii. **Atom** (Fiona Janzen)

The 2011/2012 written report of the Atom Division as attached to the minutes was received and placed on file.

iii. **Peewee** (Ross Olive)-Absent

The 2011/2012 written report of the Peewee Division as attached to the minutes was received and placed on file.

iv. **Bantam** (Veronica MacIntosh)-Absent

The 2011/2012 written report of the Bantam Division as attached to the minutes was received and placed on file.

v. **Midget** (Cindy Reuter)-Absent

The 2011/2012 written report of the Midget Division as attached to the minutes was received and placed on file.

vi. **Female** (Stacy Crowhurst)

The 2011/2012 written report of the Female Division as attached to the minutes was received and placed on file.

vii. **At Large** (Jason Hay)-Absent

The 2011/2012 written report of the Rep Division as attached to the minutes was received and placed on file.

g) **Referee-In-Chief:** (Ron Brisson)

The 2011/2012 written report of the Referee-In-Chief Division as attached to the minutes was received and placed on file.

A member commented that referees were frequently one to five minutes late on the ice. Another member questioned if all head contact should lead to a penalty.

Response: Any concerns should be brought to the attention of the Referee-In Chief.

h) **Sponsorship Co-ordinator** (Jeff Dyck)

The 2011/2012 written report of the Sponsorship Co-ordinator as attached to the minutes was received and placed on file.

i) **Tournament Co-ordinator** (Bonnie Ohlsen)

The 2011/2012 written report of the Tournament Committee as attached to the minutes was received and placed on file.

The President noted that the revenue amounts were not exact but were representative of the profit from each tournament.

## **5.New Business:**

### **a) By-Law Amendments**

i. **Motion was made by David Soltys and seconded by Bob Grant to amend the by-laws as follows:**

Strike the existing language of sections 4.5 and 4.6:

4.5 The Society shall have twelve (12) Directors, or a greater number determined from time to time at a general meeting, consisting of the following five (5) Officer Directors:

President; 1st Vice-President; 2nd Vice-President; Secretary; and Treasurer,  
and seven (7) other Directors.

4.6 The seven other Directors will be appointed by the President of the Society at the first duly convened meeting of the Board after the Annual General Meeting of the Society into the following positions: Divisional Directors (Initiation, Atom, Peewee, Bantam and Midget/Juvenile); and 2 Directors-at-Large.

and replace with:

4.5 The Society shall have fourteen (14) Directors, or a greater number determined from time to time at a general meeting, consisting of the following five (5) Officer Directors:

President; 1st Vice-President; 2nd Vice-President; Secretary; and Treasurer, and nine (9) other Directors.

4.6 The nine other Directors will be appointed by the President of the Society at the first duly convened meeting of the Board after the Annual General Meeting of the Society into the following positions: Divisional Directors (Initiation {2}, Atom, Peewee, Bantam and Midget/Juvenile); and 2 Directors-at-Large and Public Relations Director.

**Vote:** *All in favour.*

**Motion carried.**

**ii. Motion was made by David Soltys and seconded by Doug Wilson to amend the by-laws as follows:**

Strike the existing language of section 4.13:

4.13 The Directors shall serve for a period of two (2) years or until the election of a successor. The President, 1st Vice-President, Treasurer and three (3) Directors shall be elected for two (2) year terms in odd numbered years. The 2nd Vice-President, Secretary four (4) Directors shall be elected for two (2) year terms in even numbered years.

and replace with:

4.13 The Directors shall serve for a period of two (2) years or until the election of a successor. The President, 1st Vice-President, Treasurer and four (4) Directors shall be elected for two (2) year terms in odd numbered years. The 2nd Vice-President, Secretary, Public Relations Director and four (4) Directors shall be elected for two (2) year terms in even numbered years.

**Vote:** *All in favour.*

**Motion carried.**

**iii. Motion was made by David Soltys and seconded by Doug Wilson to amend the by-laws as follows:**

Strike the existing language of section 4.20:

4.20 A quorum of any Board meeting shall consist of at least five Directors of the Board holding office at the time of the meeting. A resolution of the Board shall be passed by a simple majority of votes and the chairman of the meeting may move or propose a resolution but shall not have a second or casting vote.

and replace with:

4.20 A quorum of any Board meeting shall consist of at least six (6) Directors of the Board holding office at the time of the meeting. A resolution of the Board shall be passed by a simple majority of votes and the chairman of the meeting may move or propose a resolution but shall not have a second or casting vote.

**Vote:** *All in favour.*

**Motion carried.**

**iv. Motion was made by David Soltys and seconded by Karen McCandless to amend the by-laws as follows:**

Strike the existing language of section 5.8:

5.8 The President will appoint a Registrar for the Society who may be either a Director or a member whose responsibilities will be as follows:

- a) shall be responsible for annual player registration;
- b) shall keep and maintain permanent records for all registered players of the Society;
- c) shall be responsible for registering all players, coaches and others with the BCAHA Mutual Aid Fund; and
- d) shall perform any other duties to be assigned by the President.

and re-number and replace with:

5.9 The President will appoint a Registrar for the Society who may be either a Director, member or an employee whose responsibilities will be as follows:

- a) shall be responsible for annual player registration;
- b) shall keep and maintain permanent records for all registered players of the Society;
- c) shall be responsible for registering all players, coaches and others with the Hockey Canada Registry; and
- d) shall perform any other duties to be assigned by the President.

**Vote:** All in favour.

**Motion carried.**

**v. Motion was made by David Soltys and seconded by Bonnie Russell to amend the by-laws as follows:**

Strike the existing language of section 5.9:

5.9 The President will appoint a Coaching Coordinator for the Society who may be either a Director or a member whose responsibilities will be as follows:

- a) shall recommend to the Board Committee the appointment of all team coaches and all team officials as recommended by the Selection Committee which he shall assemble and chair;
- b) shall maintain an effective line of communication between the coaches and the Society;
- c) shall coordinate training programs for all coaches and team officials; and
- d) shall perform any other duties to be assigned by the President.

and re-number and replace with:

5.10 The President will appoint a Coaching Coordinator for the Society who may be either a Director, a member or employee whose responsibilities will be as follows:

- a) shall recommend to the Board Committee the appointment of all team coaches and all team officials as recommended by the Selection Committee which he shall assemble and chair;
- b) shall maintain an effective line of communication between the coaches and the Society;
- c) shall coordinate training programs for all coaches and team officials; and
- d) shall perform any other duties to be assigned by the President.

**Vote:** All in favour.

**Motion carried.**

**vi. Motion was made by David Soltys and seconded by Rod Smith to amend the by-laws as follows:**

Renumber the following three sections:

5.10 The President will appoint an Ice Coordinator for the Society who may be either a Director or a member whose responsibilities will be as follows:

- a) shall act as liaison between the Society and the Chilliwack Parks and Recreation Department with respect to ice time procurement;
- b) shall be responsible for scheduling and allocation of ice times for the Society; and
- c) shall perform any other duties to be assigned by the President.

To

5.11 The President will appoint an Ice Coordinator for the Society who may be either a Director or a member whose responsibilities will be as follows:

- a) shall act as liaison between the Society and the Chilliwack Parks and Recreation Department with respect to ice time procurement;
- b) shall be responsible for scheduling and allocation of ice times for the Society; and
- c) shall perform any other duties to be assigned by the President.

5.11 The President will appoint a Referee-in-Chief for the Society who may be either a Director or a member whose responsibilities will be as follows:

- a) shall maintain an effective line of communication between the referees and the Society;
- b) shall coordinate training programs for all referees;
- c) shall appoint assignors to assign referees for all games assigned by the Society;
- d) shall ensure that a reasonable standard of officiating is maintained at all times;
- e) shall ensure that all game officials are registered and are members in good standing with the BCAHA; and
- f) shall perform any other duties to be assigned by the President.

To

5.12 The President will appoint a Referee-in-Chief for the Society who may be either a Director or a member whose responsibilities will be as follows:

- a) shall maintain an effective line of communication between the referees and the Society;
- b) shall coordinate training programs for all referees;
- c) shall appoint assignors to assign referees for all games assigned by the Society;
- d) shall ensure that a reasonable standard of officiating is maintained at all times;
- e) shall ensure that all game officials are registered and are members in good standing with the BCAHA; and
- f) shall perform any other duties to be assigned by the President.

5.12 The President will appoint an Equipment Manager for the Society who may be either a Director or a member whose responsibilities will be as follows:

- a) shall be responsible for the purchase, maintenance and repair of all the Society' s hockey equipment;
- b) shall be responsible for the distribution and collection of all hockey equipment owned by the Society and shall keep an accurate record of the assignment of such equipment; and
- c) shall perform any other duties to be assigned by the President.

To

5.13 The President will appoint an Equipment Manager for the Society who may be either a Director or a member whose responsibilities will be as follows:

- a) shall be responsible for the purchase, maintenance and repair of all the Society' s hockey equipment;
- b) shall be responsible for the distribution and collection of all hockey equipment owned by the Society and shall keep an accurate record of the assignment of such equipment; and
- c) shall perform any other duties to be assigned by the President.

**Vote:** All in favour.

**Motion carried.**

**vii. Motion was made by David Soltys and seconded by Sara Janzen to amend the by-laws as follows:**

Strike the existing language of section 5.13:

**5.13** The President will appoint a Public Relations Coordinator for the Society who may be either a Director or a member whose responsibilities will be as follows:

- a) shall act as a liaison with the media in the area;
- b) shall coordinate and publish a newsletter on behalf of the Society;
- c) shall coordinate team pictures;
- d) shall coordinate special events;
- e) shall keep the bulletin board up to date;
- f) shall solicit for and obtain team sponsorships;
- g) shall keep the trophy case up to date and display all Society trophies; and
- h) shall perform any other duties to be assigned by the President.

and re-number and replace with:

**5.8** The Public Relations Director:

- a) shall develop and maintain key partnerships with community organizations that provide benefits to CMHA members including but not limited to soliciting team sponsors;
- b) shall organize fundraising programs and develop and maintain fundraising processes from the team level to the association level;
- c) shall act as a liaison with the local media;
- d) shall Chair the Sponsorship and Fundraising Committee;
- e) shall Chair the Media and Public Relations Committee;
- f) shall oversee the Website Coordinator and be responsible for the overall communication strategy of CMHA;
- g) shall participate in the coordination of special events;
- h) shall keep the trophy case up to date and display all Society trophies;
- i) shall perform any other duties to be assigned by the President.

**Vote:** All in favour.

**Motion carried.**

**b) Election of Directors**

New board members were acclaimed as there were insufficient nominees to fill the vacant positions.

- i. **President** -David Soltys elected in 2011 for two year term expiring 2013
- ii. **1<sup>st</sup> Vice-President**- Tonya Waldock elected 2012 for a one year term expiring 2013
- iii. **2<sup>nd</sup> Vice-President**-Glen Dickey elected in 2012 for a two year term expiring in 2014
- iv. **Treasurer**- Vacant. Board will appoint a member. Term expires in 2013.
- v. **Secretary**-Lorraine Warner elected in 2012 for a two year term expiring in 2014
- vi. **Public Relations Director**- Board will appoint a member. Term expires in 2014.

**vii. Directors**

- a) Jason Hay elected in 2011 for a two year term expiring in 2013
- b) Stacy Crowhurst elected in 2011 for a two year term expiring in 2013
- c) Trevor Henry elected in 2011 for a two year term expiring in 2013
- d) Heidi Tupper elected in 2012 for a two year term expiring in 2014
- e) Ed Van Tongeren elected in 2012 for a two year term expiring in 2014
- f) Brian Sprott elected in 2012 for a two year term expiring in 2014
- g) Mike Kind elected in 2012 for a two year term expiring in 2014
- h) **Director**-Vacant. Board will appoint a member. Term expires in 2013.

## **c) Open Floor**

### **i. Coach Evaluations**

A member asked:

- a) Why the coaches do not see the results of Coach Evaluation in order to use the information to improve performance?
- b) Why the coaches' version of events is not sought when negative feedback is given on the coach evaluation form?
- c) Why evaluation from other coaches not used to evaluate coaches?
- d) Why coaches do not have the opportunity to evaluate parents?
- e) How can coaches address parents who are negative and spread rumours about the coaching staff?

Response: There are currently not good tools or a process for evaluating coaches. Both players and parents evaluate coaches. Coaches may evaluate peers using the parent coach evaluation form. The coach co-ordinator position could address the need to assess and evaluate coaches. The coach co-ordinator would also investigate negative evaluations. The evaluations should be done on-line next year which will make it easier to give and collate feedback. The Directors and Co-ordinators are available to work with coaches to resolve issues.

## **d) Rep Coaches for 2012/2013 Season**

Atom A1 - Grant Metcalfe  
Atom A2 - Clarke Wismer  
Atom A3 - Open

Peewee A1 - Matt Halladay  
Peewee A2 - Sean Wicker  
Peewee A3 - Open

Bantam A1- Garnet Wendel  
Bantam A2 - Doug Wilson  
Bantam A3 - Open

Midget A1 - Roger Downing  
Midget A2 - Neil Murphy  
Midget A3 - Open

## **e) Free Player Registration Draw**

Nicole Vermeer won a free CMHA registration for the 2012/2013 season.

## **6. Presentation of Awards**

**The President recognized the following retiring board members:**

Tracy Robertson (9 years), Keith Bryce (5 years), Ross Olive (3 years), Fiona Janzen (2 years), Veronica MacIntosh (2 years) and Cindy Reuter (1 year)

**The President recognized the following retiring appointed members:**

Connie Bryce, Ice Co-ordinator 3 years and Bonnie Ohlsen, Tournament Co-ordinator 3 years.

**The President recognized the following volunteers:**

Cindy Rhodes for continued service and submitting the gaming audit every year.

Ron Brisson for 10 years as Referee-In-Chief.

**7. Next Meeting: May 15, 2013 at 7 pm.**



**8. Adjournment:**

***Motion was made by Bonnie Russell and seconded by Rudy Steensland that the 2012 Annual General Meeting of the Chilliwack Minor Hockey Association be adjourned at 8:36 pm .***

***Vote: All in favour.***

***Motion carried.***

Approved:

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David Soltys, President

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Lorraine Warner, Secretary

Date:

**AGM Report – President  
2011 -2012 Season – Presented May 16, 2012**

**We had 59 teams this year. 18 of them in initiation which speaks well for the future of our association.**

**We won some banners this year and had some good success but unfortunately we did not send a team to the provincials. I believe that we can start competing at that level again if we make the right improvements in our programming. I will speak more about that in a minute.**

**Our biggest challenge this year came from the registration issues we had at the end of last season. Office and board personnel left at registration time, we had a lot of turnover and the registration was done quite poorly. As a result we didn't know the correct number of teams or players in some divisions. Registrations and payments were lost and had to be manually searched for and recreated. It seriously impacted our ability to properly schedule ice and we battled that most of the year.**

**Body checking being eliminated from C hockey was something that caused a lot of talk and discussion about future changes to our game. CMHA conducted a survey to get a feel for how our members would like to vote on the issue. The majority of CMHA members did not want body checking to be eliminated so that is how our delegates voted at the meetings. The change occurred anyways but at least we exercised our democratic rights. We don't know how the change will affect the size of our divisions yet but we expect some changes so we'll try to communicate any changes to our members as best we can.**

**In the middle of the season we faced some unfortunate media attention with regards to female hockey. The issue at hand was whether fees were justified for those teams and we met as different committees and put some attention to it and came up with a solution that works for now and we'll wait to see what our members want for the future. The unfortunate part about the way the issue was handled in the media is that, in my opinion, it brought negative attention to female hockey rather than positive attention and trying to grow the sport. I bring this up to let everyone know that myself and the other board members are very committed to encouraging the growth of female hockey in CMHA and we're open to working with anyone that wants to attempt to make positive changes in the program.**

**We committed to getting caught up with CRC's this year after a couple of years of not doing the checks. It was a huge input of time this year but we followed through with it and got it done. We won't have to do anywhere near as many this year so it should take a lot less time to keep up with our turnover. Also happy to report that Chilliwack is getting an online scanning system that will help reduce the time it takes for people that have the same name as an offender in the system to get cleared.**

**I'm very excited about the improvements that we've made to the volunteer program and I think that will pay off in the future. We can't just say we need more volunteers if we don't have positions for them. We need to continue to recruit and retain more volunteers because times have changed and it takes a lot of people to run a successful association.**

**My main goals for the upcoming season are to publish the updated version of the policy manual and find a Player and Coach Development Director. I think we need to find the right person to commit to the Player and Coach Development and that may require creating a paid position. I'll be focusing a lot of attention on the Player and Coach Development over this next season so if you think you can add some positive input to that please don't hesitate to contact me.**

**In closing, I'd like to recognize and give thanks to all the volunteers in our association that put so much time and effort into making the game happen for the kids. I'd also like to extend a huge thank you to this year's board members. There were a lot of issues that needed to be dealt with and the board handled them all professionally and with a lot of dedication and perseverance. Thank you.**

**David Soltys**  
**President, CMHA**

## **2011/2012 CMHA 1<sup>st</sup> Vice President Report**

This was my last year in minor hockey and with the executive. I would like to thank everyone who has volunteered who helped me and Chilliwack minor hockey. I have made many friends and met some great kids along the way. I would like to thank all the parents because without their help minor hockey would not survive. Going forward I wish everyone the best and remember when hockey stops being fun kids stop learning and trying to develop. I wish everyone the best of luck in the future and championships for all.

Thank you,  
Keith Bryce  
1st Vice President

**Chilliwack Minor Hockey Association**  
**Discipline Committee Report 2011/12 season**

The Discipline Committee was called upon to look into a number of incidents that occurred during this past hockey season.

The investigations included coaches, players, parents and fans who found themselves to be in violation of the conduct expected by those involved in Chilliwack Minor Hockey.

A number of suspensions were issued by the Discipline Committee. These suspensions ranged from seven days to thirty days and some will be served upon the commencement of the 2012/13 season on August 25, 2012.

The CMHA Discipline Committee believes that we have kept the philosophy of our association as our central goal in all of our dealings and decisions: to continue to support and create an environment in which children can learn hockey skills, play at a level consistent with their aspirations, learn good sportsmanship and develop into young men and women that their parents and community can be proud of.

With the ongoing support of the CMHA Executive, Pacific Coast Amateur Hockey Association, BC Hockey and Hockey Canada, the Discipline Committee will continue to be an integral part of our association to ensure that our association is a safe and fair environment for all.

Respectfully Submitted by:

Melanie Voth

CMHA Lifetime Member / Discipline Committee Member

**2011 / 2012 Chilliwack Minor Hockey Association  
-2<sup>nd</sup> Vice President & Risk Manager Report-**

As the 2011/12 season comes to an end I would like to thank you for the privilege of serving as the 2<sup>nd</sup> Vice President for my ninth and final year of involvement with the CMHA executive. I have strived to maintain a Fun and Safe experience for my children as well as all the other children in this association. I enjoyed the faces of every child from the Hockey 1 level that just can't wait to step out on the ice, up to the levels that are competitive and again just can't wait to step out on the ice.

As 2<sup>nd</sup> Vice President I also maintained the role as Risk Manager, and Head of the Appeals Committee.

**2<sup>nd</sup> Vice President:**

I attended monthly meetings with CMHA. I aided in open and returning player registration. Upon the beginning of Rep tryouts, I made myself available and aided in anyway that I could. Throughout the year I made myself available to all of the members of the Association.

**Risk Manager:**

I arranged the Risk Manager Seminar to benefit our association as well as others. As it is a requirement of PCAHA to have every team with a certified Risk Manager by December 1<sup>st</sup>, I was in contact with several teams to ensure they fulfilled this requirement.

**Appeals Committee (Discipline):**

As 2<sup>nd</sup> Vice President, one of the responsibilities is to Chair the Appeals Committee and meet with, review and issue results to CMHA members when appealing their Discipline that has been issued by CMHA.

In closing, I wish to thank all of the volunteers that spend countless hours with CMHA. I would like to thank all of the coaches who put their time and effort into helping all of the kids learn the game of hockey, the Managers and Risk Managers that put in valuable amounts of time to help run the teams, as well as all the parents who step up and help out.

I would also like to thank all the members for being very supportive and allowing me to fill a seat on the Executive for so many years; I hope the new 2<sup>nd</sup> Vice President enjoys it as much as I did.

See you around the rink,

Tracy Robertson  
2<sup>nd</sup> Vice President

## **2011/2012 CMHA Secretary Report**

This season, CMHA has made substantial progress in improving communication. Some of the steps taken include:

- 1) Posting an Events Calendar on the website.
- 2) Creating an on-line Suggestion Box for members to submit ideas.
- 3) Process documents and policies outlining procedures for criminal record checks, registration, cup games and protection of personal information.
- 4) Discipline forms.
- 5) Tournament results posted on the CMHA website.
- 6) Moving towards standardized chilliwackminorhockey.com e-mail addresses for directors and key positions such as division co-ordinators, equipment manager and ice co-ordinator.
- 7) Ability to send e-mail notices to association members.
- 8) Job descriptions for volunteer positions.
- 9) Publication of manuals for division directors and co-ordinators.

Goals for the 2012/2013 season:

- Revise the CMHA Information and Policy Handbook.
- Create and distribute a manual for team managers.
- Publish monthly reports regarding discipline issues.

Thank you to the board members and association members who have patiently answered my numerous questions during my first year serving on the CMHA Board.

Tonya Waldock  
Secretary  
Chilliwack Minor Hockey Association

## **2011/2012 CMHA Initiation Division Report**

Once the draft was completed, things ran pretty smoothly for Initiation. There was a lot of frustration at the beginning of the season with late registrations and inaccurate registrations (wrong phone numbers, emails, etc.). We also ended up adding 2 more Hockey 1 teams and so ice had to be added for that. The Hockey 1 coaches were very patient as we tried to sort through everything. This year we had 18 teams in Initiation. The biggest complaint I received from coaches and parents was ice shortage and ice being taken away (either for tournaments or Chief games). One of the ice slots I was given for Initiation was only usable 10 times throughout the entire season. This was difficult for the coordinators. Having said that, we were offered additional ice times throughout the year when they became available. Unfortunately, many of these were too late in the evening or already taken by other divisions. Being the Initiation Director has been a huge eye opener for me as far as the commitment involved by all of the executive members. The one thing that I would like to express to all CMHA parents, managers, coaches, etc. is to remember we are all volunteers from managers to coaches to directors and before you press send on an email of a complaining nature, stop to remember we are doing the best we can to ensure your child has a good hockey experience. When you put hours of volunteer time in every week, it is very disheartening to receive emails that are abusive in nature. On a more positive note, I had 3 fantastic ice coordinators this year. Hockey 1 and 2 was coordinated by Stacey Pickles who also organized our Hockey 3-4 tournament. Her husband was also a head coach for Hockey 2. Stacey was extremely efficient at her position and I have encouraged her to consider joining the executive in some manner. Greg Payne was the ice coordinator for Hockey 3. He did a fabulous job to ensure that everyone had equal ice times. He managed to solve some tricky scheduling problems when it came to tournament and conflict games. Greg was also an assistant coach to a Hockey 3 team. Pat Semple was our ice coordinator for Hockey 4. He too did a phenomenal job ensuring that everyone had equal ice times and that questions and concerns were addressed immediately. These 3 individuals ensured that Initiation was run as smoothly and efficiently as possible. Finally, I would like to send out a big thank you to Tim Hortons. They provided brand new jerseys for all of Initiation this year as well as great coach handouts and medals. They also provided coffee and donuts for our draft.

Having a year as a director under my belt, I am looking forward to a smoothly run season next year. With the new approach we will be taking for registration this year, I am certain that many of the problems we had with the start up in September will no longer be an issue.

Sincerely,  
Trevor Henry  
Initiation Director



## **2011-2012 CMHA ATOM DIVISION REPORT**

During the 2011-2012 season, CMHA's Atom House division had enough players to form seven full teams, with enough coach volunteers committing their time and energy to coach. All Atom coaches, both returning and new, came into this season with great enthusiasm and each one of them seemed to look forward to having a great year. I would like to thank all my Atom coaches, both Head Coaches and Assistant Coaches, for all their time and effort put into teaching our kids. Without them, playing hockey would not be possible.

This year the Atom Coordinator was Mel Duffy. Mel was a tremendous help to me. With her knowledge and great organizational skills, my year as Atom Director was a very positive one. I would like to thank her for all her help and support.

The season started off in September with our player evaluations. As we all know, evaluations can always have some positive tweaks made here and there however, without complaints, the Atom coaches stepped up to the plate to ensure that they all were able to get a good look at each of the players and make their assessments accordingly. The draft took place shortly after the player evaluations and, with the help of Tracey Robertson, our draft night ran in a timely and smooth fashion. I would like to thank Tracy Robertson for her guidance and patience with both myself and Mel, as neither of us had any experience at running a draft.

The teams soon started running full swing with practices, exhibition games, league games and tournaments (both home and away). Although it is impossible to have a perfectly run season, for the most part, things went very smoothly. Again, having great coaches and managers have helped this season be the way it was.

My term as a Director on the CMHA Board has now come to an end. I wish to thank the Board members for all their support and guidance this past season. With still many more years to go with CMHA I am hopeful that one day I will return as a Board member.

Thank you.

Fiona Janzen  
CMHA Atom Director  
2011-2012

## 2011-2012 CMHA Pee Wee Division Report

This year started with a new player evaluation process which saw the coaches evaluating kids on the ice in a 5 station configuration similar to the lay out used by hockey Canada. The results were quite impressive and allowed for a more hands on and up close evaluation giving the coaches a better feel for the players abilities. The 6 teams were then formed through a very successful and quick draft night. After which we had the balancing games for the first time in some years the process showed we had a very balanced team structure with no player movement being required.

During the season I would stop and watch teams practice and play against each other and was genuinely impressed with the coaching and player development. All the coaching staff devoted a huge amount of time to their teams and it was another great year working with them. They had the challenge of taking first year players and getting them to understand the game of body checking, how to give and how to take a check which took some time but worked out very well by the middle of the season I notice a dramatic change in all of teams.

We were generously given money through Scotia Bank for player development , this season I placed the money into several goalie development sessions but due to lack of available ice we could not fully utilize this but it was a great pilot project and now the association will be going forward with more goalie development modeled on this trial version. We also purchased some player development equipment at the end of the season which will be available next year for the coaches to use. I would like to again, thank Scotia Bank for this donation to CMHA.

I would like to thank Darcy Trottier for being my coordinator this year. She was a huge help doing all the scheduling and answering so many question that managers have through the season. I would also like to send out a big thanks to all the volunteers that helped with the Pee Wee tournament. The tournament was huge success with all the people I talked with having fully enjoyed coming to participating in it.

The challenge I see for next year will be educating the players on the new rule of body contact verses body checking. I know through all divisions this will present a challenge for coaching staff. This year already brought with it the challenge of head contact which brought with it a learning process which I think all teams are now used to so hopefully we have the same success next year with this new rule.

In closing, I would like to say it has been a huge learning process over the last three years and would like thank the past and present CMHA executive for their assistance with this process.

Sincerely,

Ross Olive

Pee Wee Director

## Chilliwack Minor Hockey 2011-2012 Bantam Division Report

This year began with less than expected numbers for Bantam house and rep players. As such it was unknown if there would be enough to have three Bantam rep teams. In the end, Chilliwack Minor Hockey went with three rep teams and 4 house teams.

There were some minor logistical and disciplinary problems in the first few months of the year and many questions with respect to the up coming change in body checking rule but in total the 2011-2012 hockey season was a good one for Bantam.

Veronica MacIntosh  
Bantam Director

## **2011/2012 CMHA Midget Division Report**

I would like to thank all our coaches, managers and parent volunteers for taking time out of their busy schedules to make this a successful year.

Cindy Rhodes has been the driving force behind our division and on behalf of everyone I would like to thank her for her countless hours spent scheduling and organizing all of us.

This year we decided to go with less teams and more players. It is my opinion we should continue with this structure in future years, the reason for this being that with so many of these players holding part time jobs, injuries and game suspensions this allows teams to always have enough players and only rarely have to rely on call ups.

Thank you for a great year.

Sincerely,

Cindy Reuter  
Midget Director

## 2011/2012 CMHA FEMALE DIVISION REPORT

All 5 of the female teams did well this year, despite having the smallest teams in their divisions. We had a team in each division from Atom- Midget, with a Pee Wee A1 team for the second season. This year we had a number of new coaches and assistant coaches step up to coach the girls including a young female coach who played her last her of female Midget the season prior. The Pee Wee A1 team was also fortunate to have a knowledgeable young female coach with a hockey/personal trainer background. The girls loved having these young ladies coach their teams, and they were great role models for the players.

Attending PCAHA meetings and discussing rules/policies with other associations was very informative. This year I was able to have the PCAHA rule amended regarding overage female Midget players. Going forward, those girls who would be going into their 1<sup>st</sup> year of Juvenile will be eligible to play one more year as Midget in their association if there is no a Juvenile team declared in their home association and/or a team within 50km of their association. This means if Chilliwack and Abbotsford do not have a team again next season then permission can be given to allow for a 1 year overage exemption.

We were fortunate to have Katie Weatherston (a member of the Canadian Women's National Hockey Team from 2004-2009) come out to meet and talk to our female players. Katie was on the ice afterwards with the Atom and PeeWee girls for some skills and drills.

We have also created a Female Committee which consists of coaches and parents of the female players. A number of topics have been discussed including female registration and the associated costs. As a committee, we have brought forward suggestions regarding the new policy and voiced concerns regarding fees. Going forward, our committee will be working together to promote female hockey and look to maintain or increase our female player and goalie numbers, as well as offer future skill development.

In planning for next season, I will require a coordinator to help out. Managing the division on my own without a coordinator was very challenging. Next season, I will need help. Volunteers make up the association. I look forward to next season and the continued growth of female hockey.

Stacy Crowhurst  
Female Director

## **2011-2012 CMHA Rep Hockey Report**

### **Number of Teams:**

- 11 teams total
- A1, A2, A3 teams in Atom, Peewee, Bantam.
- A1 and A2 teams in Midget.

### **Coach Selection:**

- Coaches selected prior to the start of the season.

### **Evaluations:**

- The process of teams picked by an independent group of evaluators and passed off to the Head Coach for Final Selections was successful.
- Rep evaluation tournament – All divisions and all levels – Chilliwack, Abbotsford, Langley, and Maple Ridge
- Independent goalie evaluators – Magic In the Net – Extra Goalie Session & Evaluators for the 1st week.

### **Season:**

- The rep hockey season ran well for this year. We had a great group of dedicated coaches that worked extremely hard throughout the year to give our rep players the best possible season of development.
- The teams competed well in league play.
- Atom A2 and A3 progressed to the Final Four in playoffs.
- Midget A1 was defeated in the third round of playoffs.
- Bantam A3 was defeated in the second round of playoffs.
- Pee Wee A1 was defeated in the second round of playoffs.
- Bantam A3 team won the PCAHA Team Achievement Award.

### **Next Season:**

- Need a volunteer to fill the Coach Coordinator position to assist with Rep Tryouts.

Jason Hay  
Director at Large

**CHILLIWACK MINOR HOCKEY ASSOCIATION**  
**REFEREE IN CHIEF**  
**2011/2012 YEAR END REVIEW**  
**Ron Brisson**

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This past year was a good year with respect to our on ice officials. In particular I would like to recognize eight of our junior officials for having no declined assignments and zero no shows. They are: Dylan Briggs, Brandon D'Angelo, Brady Douglas, Chyle Hamel, Darren Neufeld, Graham Petek, Austin Rhodes, Cole Rose, Anthony Stephenson and Perrin Waldock. These officials will be reimbursed for the referee clinic fees for this past year up to \$100.

Our Bantam C and below assignor, Jeannie Stephenson, did an excellent job again this year. I want to thank Jeannie for all her efforts these past three seasons.

We had 71 officials registered this year which included 17 first year referees. All first year referees were required to attend a carding clinic and 3 'on-ice referee sessions'. They also received on-ice shadowing and received evaluations during the year. These first year referees demonstrated a high level of ability and those officials who advanced at a faster pace were promoted quicker.

There were six tournaments for a total of 796 man games refereed during the year. These tournaments provided valuable experience for the officials and continue to be a key developmental tool for our association.

Ron Brisson  
CMHA RIC

## **2011-2012 CMHA Sponsorship Committee Report**

This year was one of learning about the various sponsorship programs and opportunities for the association. The major activity in the Fall was organizing Jersey sponsors. Local businesses continue to be interested in supporting our teams through this program. Three challenges arose this year with the program:

- 1) The cost for a jersey sponsorship was not sufficient to cover all the costs of the program. In response, the cost for a sponsorship was raised.
- 2) The equipment sign out process did not track which teams had which jerseys, so it was difficult to track down which sponsors jersey sets were issued and which were not. As a result, we will be adding a sign out sheet which lets us know which jersey set each team has.
- 3) We started too late to renew sponsorships. Jersey sets were already issued making it difficult to retrieve them for repairs or to replace sponsor bars. For next year, we will inventory each jersey set and prepare sponsorship renewal letters in summer, and attempt to have new sponsors signed up and sponsor bars added to jerseys before they are issued to teams.

A number of fundraising opportunities were provided to the association this year, including but not limited to the Athletix Hockey Pool, Pro-Line Photography, Scotiabank, J Ballam Furniture, The Brick. These were investigated and were rejected for either of two reasons: not enough funds raised for the effort, or the board felt the particular fundraising scheme would not be well-received by parents.

The association also participated in various programs with the Chilliwack Chiefs and the Abbotsford Heat. Both teams were keen on supplying various benefits to the association (the most significant being 50/50 proceeds) in exchange for various ticket selling programs. In general, the ticket sales for the benefit of the association were not significant, but in cases where individual teams sold tickets to raise funds for their own team, there was far greater success. The association did benefit from a number of 50/50 draws thanks to the dedicated volunteers who handle the process so capably.

Jeff Dyck  
Sponsorship Co-ordinator



## **2011/2012- CMHA Tournament Report**

### **Recommendations:**

- 1) Charge teams a \$300 non refundable administration fee upon receiving and approving their application. (This would stop teams from applying to multiple tournaments and withdrawing from tournament they don't really like).
- 2) Change the website so that we do not have a postdated check option.
- 3) Account: Open up new accounts for each tournament at the start of the new season. (It is very hard to track down volunteers after the fact to have them taken off accounts). All monies should be transferred out and \$500 start up fee should be placed in new account.
- 4) Make give away purchases at the beginning of the season in bulk. I have found that t shirts were too expensive and the players do not wear them from other associations. It is also hard to control the sizes for teams and there is usually a lot of waste due to sizing issues.
- 5) Programs: Use the same printers!!
- 6) Only rent the large room. (I think that everything should be run out of the large room. I would put the tournaments headquarters in the back corner along with the scoreboard. This would attract more people to the raffle room.
- 7) Look at changing the dates on the Atom and Bantam tournaments. I think that they are too late in the season. Too many of the rep kids are already getting ready for spring hockey and are not as committed as the beginning of the season. There are too many tournaments held on the same weekends around the lower mainland, etc.
- 8) There should be a meeting with the Tournament Director and Ice Coordinator at the beginning of the season to make sure that we have enough ice booked and there are no other functions on the same weekends.

### **Tournament Recaps:**

**Peewee Jamboree: (11 associations have a Peewee Tournament running this same weekend.)**

5 A1 teams, 10 A2 teams, 8 House teams (6 of which were local)

Revenue \$3395.29

**Midget Tournament: (We always have a wait list for this tournament)**

20 Teams

Revenue/Loss:

**Novice Tournament: (We always have a wait list for this tournament)**

8 Hockey 3 teams, 12 hockey 4 teams

Revenue: \$6106.25

**Atom Tournament: (There are 13 other associations that have an Atom tournament this same weekend)**

3 A1 teams, 2 A2 teams, 4 A3 teams

Revenue: \$ 1645.88

There were no applications this year for Atom Rep. We had to move our Chilliwack A2 team up into the A1 tier and move the other A2 team down into the tier 3. There were numerous invitations sent out to other association along with phone calls but still not enough interest. Cloverdale ended up having to cancel their tournament due to low attendance.

**Bantam: (There are 5 other associations having a tournament this weekend including Abbotsford)**

4 A2 teams, 4 A3 teams, 12 C teams

Revenue: \$5323.75

Bonnie Ohlsen  
Tournament Co-ordinator

<b>Budget</b>					
<b>2012-2013 Season</b>					
	<b>2011/2012</b>	<b>2011/2012</b>	<b>2012/2013</b>		
<b>Revenues</b>	<b>Budget</b>	<b>Interim</b>	<b>Budget</b>		
<b>Hockey Revenues</b>					
Registration Fees	473,635	479,902	480,000		
Rep Tryout Fees	26,500	26,125	26,500		
Rep Team Fees/Additional Ice	71,415	74,183	69,000		
Sponsorships	11,000	19,300	11,000		
Tournaments - Sanctions	15,000	12,054	12,000		
Tournaments - Revenues	10,000	3,015	10,000		
Clinic Revenues	10,000	2,544	10,000		
Grant Revenue	-	117,000			
	617,550	734,123	618,500		
<b>Other Revenues:</b>					
Other	1,000	818	1,000		
Gaming Revenue	-	5,867	-		
- Funds pd to Teams from 50/50	-	7,540	-		
Heat Tickets Expense		3,000			
Commission Revenue	4,000	665	1,000		
Travel Fund Revenue	500	918	-		
<b>Total Revenue:</b>	<b>623,050</b>	<b>731,983</b>	<b>620,500</b>		
<b>Expenditures</b>					
<b>Direct Cost of Hockey</b>					
Ice Rentals	375,000	413,858	375,000		
Room rentals	1,000	1,899	2,000		
Insurance, dues & fees	66,000	65,295	68,000		
referee Fees	50,000	50,370	54,000		
Damages & repairs	400	21	400		
Trophies & Plaques	5,000	5,548	5,000		
Jerseys, Pucks, supplies	22,000	11,110	22,000		
Player Development	-	-	8,000		
Scholarship Tournament	-	1,089	-		
Referee Clinics	1,200	1,013	1,200		
Coach Clinics	12,000	8,975	10,000		
<b>Total Direct Hockey Costs</b>	<b>532,600</b>	<b>559,177</b>	<b>545,600</b>		

<b>Office &amp; Administrative Costs</b>					
Advertising	2,000	620	2,000		
Amortization	2,500		-		
Bad debts	-	-	-		
CMHA Events	-	-	-		
BCAHA/PCAHA Convention	3,000	1,145	2,000		
Website	1,000	1,172	1,200		
Miscellaneous	-	-	-		
Insurance, dues & fees	2,400	675	1,000		
Office/Bank Charges	17,000	14,814	20,000		
Wages & Honorariums	44,000	37,650	36,000		
Professional fees	11,500	14,804	11,500		
Travel	1,000	1,332	1,000		
Scholarships	1,500	150	1,500		
Total Office & Admin Costs.	85,900	72,362	76,200		
Total Expenditures	618,500	631,539	621,800		
Net Income (Loss)	4,550	100,444	- 1,300		
<b>Hockey Fund</b>					
Hockey Fund Revenues	1,400	412	1,400		
Hockey Fund Expenses	1,400	300	1,400		
Net Hockey Fund	-	112	-		
CMHA Net Income (Loss)	4,550	100,556	- 1,300		
Variances for ice costs is due to the development ice costs in the interim column which was not budgeted.					
Notice to Reader: This financial data has been compiled from information provided by CMHA administration and has not been reviewed by a certified accountant.					

## **CMHA Annual General Meeting Policy**

**Purpose:** The Society Act requires that the Chilliwack Minor Hockey Association hold an annual general meeting at least once in every calendar year and not more than 15 months after the adjournment of the previous annual meeting.

**Process:**

- 1) The AGM is held on the third Wednesday in May at 7 pm. The meeting is usually 60-90 minutes. The Fraser Room is the preferred venue. Request this venue in January. Rent the room for three hours allowing 30 minutes each for set up and take down.
- 2) Notice of the meeting must be sent to the membership and posted on the website no later than 30 days prior to the meeting. At this time, the minutes from the previous AGM should also be posted on the website.
- 3) An agenda for the meeting should be posted on the website prior to the meeting.
- 4) Two months prior to the meeting, request annual reports from all board members as well as the referee in chief and tournament co-ordinator. Set a deadline of one month before the AGM. These documents should be attached to the Agenda and also posted on the website prior to the meeting. There is a template to assist members to write reports.
- 5) 60 copies of the agenda and supporting documentation should be available at the meeting. Sending an order to Staples is the most efficient method of obtaining copies.
- 6) Five copies of the previous AGM minutes should be available at the meeting.
- 7) An attendance record of name and signature of each attendee must be kept.
- 8) Refreshments are provided. Napkins, plates, cups, coffee, water, tea, cream, sugar, a fruit plate and cookies/bars/squares for 60 people is sufficient. Starbucks at Victoria Court may donate the coffee if asked. The manager is Nicole Hurley.
- 9) The AGM is an opportunity to thank retiring board members and other volunteers who have invested a lot of time serving the needs of the association. Hallmark Promotions has a template for mugs with the Bruins logo which can be personalized. However, other gifts of appreciation such as gift cards or flowers may be used instead.
- 10) At the conclusion of the meeting, there is a draw for a free registration. Provide pens and paper and a container near the entrance of the meeting.
- 11) Within 30 days of the meeting, an annual report must be filed with the BC Registry Service. The template for this report is sent to the CMHA office prior to the meeting. The report requires the names and addresses of current board members. It may be filed on-line.
- 12) Within 48 hours of the AGM, circulate copies of the minutes to the Board. Once the Board has vetted the minutes, send a copy and the attendance sheet to the person organizing the gaming audit.

13) The Society Act requires:

*A reporting society must, at each annual general meeting, appoint an auditor to hold office until the close of the next annual general meeting, and if at that meeting an appointment is not made, the auditor in office continues as auditor until a successor is appointed.*

*Financial statements for reporting societies*

**65** (1) *The directors of a reporting society must place the following before each annual general meeting of the society:*

- (a) the financial statements required by this section;*
- (b) the report of the auditor;*
- (c) if the society has a subsidiary, a copy of the financial statement of the subsidiary for a fiscal period ending within the period of the financial statement of the society and a copy of the auditor's report on the financial statement of the subsidiary;*
- (d) the report of the directors to the members;*
- (e) any further information respecting the society required by the bylaws or the regulations.*

(2) *The financial statements must be comparative statements relating to*

*(a) the period*

*(i) beginning on the date of incorporation or, if the society has completed a financial year, at the end of the last completed financial year, and*

*(ii) ending not more than 6 months before the annual general meeting, and*

*(b) the period, if any, that was the financial year immediately before that last completed financial year.*

*(3) Despite subsection (2), the financial statement may relate only to the period ending not more than 6 months before the annual general meeting if the reason for the omission of the statement in respect of the period covered by the previous financial statement is set out in the financial statement to be placed before the meeting.*

(4) *The financial statements must consist of*

*(a) a statement of income and expenditure for each period,*

*(b) a statement of surplus for each period,*

*(c) a statement of source and application of funds for each period, and*

*(d) a balance sheet as of the end of each period,*

*but the statements need not be identified by those names.*

*(5) Despite subsection (4) (c), a statement of source and application of funds may be omitted if the reason for the omission is set out in the financial statement.*

**Supporting Documents:**

AGM Attendance Record

AGM Report Template