



Innisfail Minor Hockey Association  
 Executive Board Meeting  
 Date: February.16.2021 7:00 pm  
 Place: Zoom Meeting

**Participants**

Invited	Attend	Regrets	Invited	Attend	Regrets
Bruce Rafuse	X		Tosha Giesbrecht	X	
Alan Smith		X	Angie Miller	X	
Lorne Harrison	X		Brett Kelly	X	
Adam Rutherford	X		Brenda Nixon	X	
Murray Reay	X		Teresa Dodd	X	
Candace Schmidt	X		Len Istace	X	
Lisa Duke	X				
Darren Black	X		Stephen Bates		X

**Agenda**

Item #	Topics to be discussed		
1.	Call to order		
2.	Additions and Approval of Agenda		
3.	Reading and adoption of Minutes: January 11 <sup>th</sup> , 2021 February 4 <sup>th</sup> , 2021		
4.	Old Business a) Fundraiser – AGLC Update – Brainstorm & Plan b) Refund Policy c) Last Year's Awards		
5.	New Business a) Town Updates – Proposal b) Budget - Finance c) Registration Fees & Covid Updates d) Executive Director Payroll e) Female Program f) Ice Scheduler g) Board Recruitment h) Jersey Sponsorship i) Annual General Meeting		
6.	Correspondence <i>None</i>		
7.	Directors' Reports		
8.	Next Meeting Date		
9.	Adjournment		

**Minutes**

Item #	
1.	<b>Bruce Rafuse called meeting to order at 7:01 pm</b>
2.	<b>Additions and approval of agenda</b> Brett Kelly made motion to accept the agenda as presented. Adam Rutherford seconded. <b>Motion Carried</b>

3.	<p><b>Reading and adoptions of minutes:</b></p> <p><b>January 11<sup>th</sup>, 2021</b>  Brett Kelly made motion to accept January 11<sup>th</sup>, 2021 minutes as presented. Murray Reay seconded.  <b><u>Motion Carried</u></b></p> <p><b>February 4<sup>th</sup>, 2021</b>  Tosha Giesbrecht made motion to accept February 4<sup>th</sup>, 2021 minutes as presented. Angie Miller seconded. <b><u>Motion Carried</u></b></p>
4.	<p><b>Old Business</b></p> <p>a) Fund raiser – AGLC Update – Brainstorm &amp; Plan</p> <ul style="list-style-type: none"> <li>• Fundraiser - 13 ticket books left to hand out. Tosha Giebrecht to put on Facebook if anyone needing extra books or tickets to let IMHA office know</li> <li>• Society revival back good until February 2<sup>nd</sup>, 2022 and everything has been sent in</li> <li>• Financials need to be signed on the stability grant to see if we qualify. Executive Director to file with accountant &amp; file for CEBA</li> </ul> <p>b) Refund Policy</p> <ul style="list-style-type: none"> <li>• Tabled for new IMHA Board</li> </ul> <p>c) Last Year's Awards</p> <ul style="list-style-type: none"> <li>• Candace Schmidt to look at schedule &amp; pick an awards night for recipients to pick up awards at arena &amp; do a photo</li> </ul>
5.	<p><b>New Business</b></p> <p>a) Town Updates – Proposal</p> <ul style="list-style-type: none"> <li>• Discussion around IMHA assisting the Town with renting out ice</li> <li>• Met with the town on Friday February 12<sup>th</sup>, 2021 &amp; followed up with an email. Essentially, the Town will run ice times; insurance and registration fees would run through the Town. The Town would ask us to provide a list of Certified Coaches as that is a requirement for the COVID restrictions from the Government of Alberta and would have to follow all COVID protocols from Gov't of Alberta</li> <li>• IMHA will send an email to Coaches to see if they are interested in volunteering with the Town of Innisfail. They can contact the Town to book the ice and pay the Town directly. Fees would be per session and you would book directly through the Town of Innisfail. If we have Coaches willing to work with the Town directly then they can get groups of kids on the ice following protocol using IMHA . IMHA would provide a list of Coaches and then everything else would be through the Town. Fees and insurance and times all through the Town</li> <li>• IMHA will proceed with agreement to contact Coaches and provide them with the Town of Innisfail contact to book the ice. Hockey Alberta requires '<u>Respect In Sport – Activity Leader</u>' to be a Certified Coach. Lorne Harrison to provide list to Darren Black and Bruce Rafuse. All questions go directly to the Town not IMHA</li> </ul> <p>b) Budget – Finance</p> <ul style="list-style-type: none"> <li>• Darren Black advises January not much to report. Bank records have been forwarded to a few board members to keep everyone in the loop in regard to banking</li> </ul> <p>c) Registration Fees &amp; Covid Updates</p> <ul style="list-style-type: none"> <li>• Surveys went out to Association Members</li> <li>• As of last night, we have had 120 completed surveys - 3 were a non answer &amp; they requested a full 60 percent refund. 61% are leaving 60% rebate with IMHA. 39% would like the 35/25 split</li> <li>• Darren Black will send out a following email with a deadline for closure of the survey &amp; that "if you do not respond to the survey you will have the credit of the 60 percent for 2021/22 season".</li> <li>• This gives the survey a week for members to respond.</li> </ul>

- As teams return equipment, we will process refunds as the equipment is returned. It was well received to return equipment before refunds are processed. Have teams reach out to Adam Rutherford to return equipment. Adam Rutherford will advise Directors as well as Darren Black & Bruce Rafuse who has returned and who is outstanding
- There have been some teams who have paid TeamSnap fees & all the referee cheques are done that have been submitted
- Hockey Alberta cheque has also been done.
- Upon closing of the Survey deadline, numbers will be compiled & presented to the IMHA board for decisions with the financial impact of those options. If anyone responds with a request for refund, we will send out an email that we received the request

d) Execute Director Payroll

- The payroll has been done as a flat cheque with no deductions (i.e., no EI & CIP had been taken off). In January 2021 deductions were taken off. We have to file every 4 months. Executive Director is requesting approval through the IMHA Board to take off deductions on his cheques. Deductions were not approved in the budget so we need to take that into consideration it would be an added cost to the IMHA Board
- Brett Kelly makes motion to approve the removal of deductions for the Executive Director. Brenda Nixon seconded. **Motion Carried**

e) Female Program

- Discussion around the direction we would like the female program to go in. There have been challenges with having female teams as far as numbers etc.
- We have tried to create a partnership with Olds. 2 years ago, there was not a lot of buy-in with Olds, this year there was a little more
- There was a survey sent out to IMHA female players to see where they wanted to play etc. A lot wanted to play mixed and we did not have the numbers for female teams. Then it became finding places for the female players to play
- What direction do we want to go in terms of the IMHA female program? Do we want our own teams, or do we want to support our female players with places to play? Need to start thinking about this so we have a plan to address this early in the season so we can have an answer for members so that families can make decisions. Maybe change the registration form so that you know who is coming & have an early deadline and close it off in June so we have an idea of numbers early on. Can have the cutoff for female the same as earlybird? So then we know how many we have and can make decisions

f) Ice Scheduler

- We should think about having Ice Scheduler as a position going forward for next season. It is a time-consuming role
- Discussion around having it as a separate role & around this being a paid position or looking at the Executive Director taking on more of the ice scheduler role
- This will have to be addressed for the next board for the budget. Teresa Dodd, Brett Kelly and Bruce Rafuse to review the job with Executive Director

g) Board Recruitment

- Email in March to go to IMHA Board Members to see who is returning & then new recruitment
- Teresa Dodd, Angie Miller and Candace Schmidt is the recruitment committee

h) Jersey Sponsorship

- Discussion around Jersey money goes directly to Jerseys
- Highlighting our sponsors on Facebook; do 2 per week and extend the sponsorship over a year due to the fact that we did not use our jerseys and will also get an extra year out of them
- Adam Rutherford makes motion to extend the Jersey Sponsorships for 1 year for our 2021 Sponsors. Brett Kelly seconded. **Motion Carried**
- Jersey sponsors should be separated from the budget.
- Teresa Dodd makes motion to open a new bank account strictly for sponsorship. Seconded by Candace Schmidt. **Motion Carried**

	<ul style="list-style-type: none"> <li>i) Annual General Meeting <ul style="list-style-type: none"> <li>• Tentative date of April 28<sup>th</sup>, 2020 @ 7:00 PM. Notice needs to go out 28 days prior to the meeting to the Members (Location TBD)</li> </ul> </li> </ul>
6.	<p><b>Correspondence</b> <i>None</i></p>
7.	<p><b>Directors' Reports</b></p> <ul style="list-style-type: none"> <li>a) Hockey Development ( Lorne Harrison ) <ul style="list-style-type: none"> <li>• Innisfail Pontiacs/Larry Reid fund approved different things to give us a little more flexibility for funding for coaching development</li> <li>• IMHA/Larry Reid Fund has letter to newspaper</li> </ul> </li> <li>b) U7 ( Brett Kelly ) <ul style="list-style-type: none"> <li>• No report</li> </ul> </li> <li>c) U9 ( Angie Miller ) <ul style="list-style-type: none"> <li>• No report</li> </ul> </li> <li>d) U11 ( Lisa Duke ) <ul style="list-style-type: none"> <li>• No report</li> </ul> </li> <li>e) U13 ( Tosha Giesbrecht ) <ul style="list-style-type: none"> <li>• No report</li> </ul> </li> <li>f) U15 ( Murray Reay ) <ul style="list-style-type: none"> <li>• No report</li> </ul> </li> <li>g) U18 ( Brenda Nixon ) <ul style="list-style-type: none"> <li>• No report</li> </ul> </li> <li>h) Female ( Tosha Giesbrecht ) <ul style="list-style-type: none"> <li>• No report</li> </ul> </li> <li>i) Vice President ( Candace Schmidt ) <ul style="list-style-type: none"> <li>• No report</li> </ul> </li> <li>j) Registrar ( Teresa Dodd ) <ul style="list-style-type: none"> <li>• No report</li> </ul> </li> <li>k) Treasurer ( Vacant ) <ul style="list-style-type: none"> <li>• <b>VACANT</b></li> </ul> </li> <li>l) Referee in Chief ( Len Istace ) <ul style="list-style-type: none"> <li>• No report</li> </ul> </li> <li>m) Executive Director ( Darren Black ) <ul style="list-style-type: none"> <li>• No report</li> </ul> </li> <li>n) Equipment Director ( Adam Rutherford ) <ul style="list-style-type: none"> <li>• No report</li> </ul> </li> <li>o) President ( Bruce Rafuse ) <ul style="list-style-type: none"> <li>• Waiving of the team snap fees for U7 for 1 year for COVID</li> </ul> </li> <li>p) Past President ( Stephen Bates ) <ul style="list-style-type: none"> <li>• <b>ABSENT</b></li> </ul> </li> </ul>
8.	<b>Next meeting:</b> Tuesday March 16 <sup>th</sup> , 2021 @ 7:00pm – Via Zoom
9.	<b>Adjournment:</b> Candace Schmidt moved to adjourn the meeting at 8:49 pm. Len Istace seconded. <b>Motion Carried</b>
	<b>Minutes:</b> Candace Schmidt
	<b>Transcribed:</b> Alan Smith

<b>Item #</b>	<b>Action</b>	<b>Who</b>
4 (a)	Post ticket update to Facebook	Tosha Giesbrecht
4 (a)	Contact accountant & file with CEBA	Darren Black
4 (c)	Schedule & coordinate Awards Night	Candace Schmidt
5 (a)	Survey Coaches to see if any will volunteer with Town	Lorne Harrison
5 (a)	Provide Darren Black & Bruce Rafuse with List of Certified Coaches	Lorne Harrison
5 (a)	Provide Town with List of Certified Coaches	Bruce Rafuse
5 (c)	Send out deadline email for rebate/refund survey	Darren Black
5 (c)	Coordinate Equipment return & provide reports on status of return	Adam Rutherford
5 (g)	Survey IMHA Board members on status for next season	Recruitment Committee
5 (h)	Advise Sponsors of extension	Adam Rutherford
5 (h)	Create & Post Sponsor profiles on Facebook	Tosha Giesbrecht
5 (h)	Open Sponsorship Bank Account	Darren Black
5 (i)	Coordinate the AGM	Darren Black