



## Innisfail Minor Hockey Association

### Executive Board Meeting

Date: November.4.2020 7:00 pm

Place: Innisfail Legion 'Lest We Forget' Boardroom

### Participants

Invited	Attend	Regrets	Invited	Attend	Regrets
Bruce Rafuse	X		Tosha Giesbrecht		X
Alan Smith	X		Angie Miller	X	
Lorne Harrison		X	Megan McDonald		X
Adam Rutherford		X	Brett Kelly	X	
Murray Reay	X		Brenda Nixon	X	
Candace Schmidt	X		Teresa Dodd	X	
Lisa Duke	X		Len Istace		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: October 14 <sup>th</sup> , 2020		
4.	Old Business <ul style="list-style-type: none"> <li>a) Fundraiser</li> <li>b) CAHL Governors(s)</li> <li>c) Refund Policy</li> <li>d) Social Media Policy</li> <li>e) Power-skating</li> </ul>		
5.	New Business <ul style="list-style-type: none"> <li>a) Ice Schedule Update</li> <li>b) Registrar Update; HA updates; Current Numbers</li> <li>c) CAHL Updates</li> <li>d) Town – Updates and Game Preparation Sheet for Teams</li> <li>e) Budget</li> <li>f) Goalie Sessions</li> <li>g) Picture Nights</li> <li>h) Extra Ice Cost</li> <li>i) Covid Screening</li> <li>j) Last Year's Awards (Eaglet Medals)</li> <li>k) Coach Evaluation &amp; Tracking</li> <li>l) Concession</li> <li>m) Helping Hands funding</li> <li>n) Supervision/Hazing – CBC</li> <li>o) Signing Officers</li> </ul>		
6.	Correspondence <ul style="list-style-type: none"> <li>a) Megan McDonald</li> </ul>		
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> Teresa Dodd made motion to accept the agenda as presented with the additions of 5 (m-o). Candace Schmidt seconded. <b><u>Motion Carried</u></b>
3.	<b>Reading and adoptions of minutes: October 14<sup>th</sup>, 2020</b> Brett Kelly made motion to accept October 14 <sup>th</sup> , 2020 minutes as presented. Brenda Nixon seconded. <b><u>Motion Carried</u></b>
4.	<p><b>Old Business</b></p> <p>a) Fund raiser</p> <ul style="list-style-type: none"> <li>• Still in process of reinstating Society status for Innisfail Minor Hockey</li> <li>• Require update on address &amp; director</li> <li>• Fundraiser discussion tabled until Society status restored</li> </ul> <p>b) CAHL Governor (s)</p> <ul style="list-style-type: none"> <li>• Brianne Lattery volunteered to be CAHL Governor &amp; attended first meeting</li> <li>• Currently assigned as a 'spare' and not assigned to a division</li> </ul> <p>c) Refund Policy</p> <ul style="list-style-type: none"> <li>• Current policy remains in place for this season</li> <li>• Teresa Dodd makes motion to adopt policy presented by Candace Schmidt, with the addition of version date, effective June 1<sup>st</sup>, 2020. Brett Kelly seconded. <b><u>Motion Carried</u></b></li> </ul> <p>d) Social Media Policy</p> <ul style="list-style-type: none"> <li>• Tabled for further review of Hockey Alberta Social Media Policy</li> </ul> <p>e) Power-skating</p> <ul style="list-style-type: none"> <li>• Going very well &amp; Kids are doing great</li> <li>• Have been invoiced for 1<sup>st</sup> sessions</li> </ul>
5.	<p><b>New Business</b></p> <p>a) Ice Schedule Update</p> <ul style="list-style-type: none"> <li>• Directors are to talk to Managers about interactions with Executive Director</li> <li>• Teams must be patient and not expect instant responses as we have 14 teams that ice has to be scheduled for on short notice from CAHL</li> <li>• Town Cancellation policy is cumbersome given the short time frames we receive from CAHL</li> <li>• Each weekend will look different depending on Cohorts &amp; league restrictions</li> </ul> <p>b) Registrar Update; HA updates; Current Numbers</p> <ul style="list-style-type: none"> <li>• Review of each team and status in CAHL</li> <li>• All teams good to play and a few Coach items outstanding (Coaches can remain pending only until November 15<sup>th</sup>, 2020)</li> </ul> <p>c) CAHL Updates</p> <ul style="list-style-type: none"> <li>• Game day protocols will be shared with Directors to give to Managers</li> <li>• Town of Innisfail Arena requirements are to be sent to incoming teams</li> </ul> <p>d) Town – Updates and Game Preparation Sheet for Teams</p> <ul style="list-style-type: none"> <li>• 2 spectators per player</li> <li>• Game days access for players is 30 minutes prior to &amp; 30 after scheduled time</li> <li>• Practice days access for players is 15 minutes prior to &amp; 15 after scheduled time</li> <li>• Showers are available but only as per timeline above</li> <li>• Ice conditions have been very poor of late after resurfacing and there is concern injury may occur due to this &amp; yellow dasher boards are broken in blue rink at north end</li> </ul>

- e) Budget
  - Tabled
- f) Goalie Sessions
  - Young Guns is not able to assist this season
  - Lorne Harrison's company has generously donated towards Goalie Sessions
  - Still need to look for another \$2,000 in funding
  - Due to group size & no designated goalies U9 & lower, these sessions are currently limited to U11 and up
  - 1<sup>st</sup> session went very well & Kraymer Barnstable is attending
  - Discussion tabled
- g) Picture Nights
  - Picture nights are November 4<sup>th</sup> & 17<sup>th</sup>, 2020
  - Will arrange a retake/absent picture day for individual pictures (There will be NO retakes for team picture)
- h) Extra Ice Cost
  - Extra ice will be charged as same rate as last season
- i) Covid Screening
  - New screening questions shared & discussion on processes
  - Darren Black has posted information posters around the rink in all high traffic areas
  - Tracing sheets must be left in the Hockey Binder
- j) Last Year's Awards (Eaglet Medals)
  - Confirmed Eaglets do not get Medals
  - Plaques will be given to Last Year's Winners
- k) Coach Evaluation & Tracking
  - Lorne Harrison, Candace Schmidt & Bruce Rafuse will work on process to offer Coaches guidance. Will help develop our Coaches & proactively work with Coaches before issues arise
- l) Concession
  - Tabled
- m) Helping Hands funding
  - One family that has paid fees has been approved & received funding from Helping Hands Fund. We will reimburse fees paid to family & accept cheque from Helping Hands Fund.
  - IMHA is grateful that Helping Hands is assisting a family in our association
- n) Supervision/Hazing – CBC Story
  - Discussion on the Calgary U15 team that was on the CBC about a hazing incident
  - Encourage Coaches to prop dressing room doors open so they can hear while in the hallways & do occasional sweeps into dressing room
- o) Signing Officers
  - Brett Kelly makes motion that Darren Black, Candace Schmidt & Bruce Rafuse should be signing authorities at Servus & ATB for in branch & online banking; all other names should be removed. Teresa Dodd seconded. **Motion Carried**

6.

**Correspondence**

- a) Megan McDonald
  - Resigning position as Treasurer

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>• <b>ABSENT</b></li> </ul> </li> <li>b) U7 ( Brett Kelly ) <ul style="list-style-type: none"> <li>• All good at age levels</li> <li>• Schedule sent out for U7 Saturdays</li> <li>• Confirmed pictures for age groups</li> </ul> </li> <li>c) U9 ( Angie Miller ) <ul style="list-style-type: none"> <li>• Hoping to have follow-up on how Paperless system will work for U9 games after CAHL meeting tonight</li> <li>• Darren Black will track refs for payment by his schedule</li> </ul> </li> <li>d) U11 ( Lisa Duke ) <ul style="list-style-type: none"> <li>• Confirmed no Jr. Coaches for this season</li> </ul> </li> <li>e) U13 ( Tosha Giesbrecht ) <ul style="list-style-type: none"> <li>• <b>ABSENT</b></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>• Received Fit-to-Play letter from a doctor on one U18 player. Will keep copy in binder and return original to family</li> </ul> </li> <li>h) Female ( Tosha Giesbrecht ) <ul style="list-style-type: none"> <li>• <b>ABSENT</b></li> </ul> </li> <li>i) Vice President ( Candace Schmidt ) <ul style="list-style-type: none"> <li>• Reminder to Directors to get outstanding Vulnerable Sectors checks from Coaches</li> </ul> </li> <li>j) Registrar ( Teresa Dodd ) <ul style="list-style-type: none"> <li>• Have CAHL Scorebooks &amp; Referee Incident reports for Directors</li> <li>• Would like to discuss Jerseys &amp; Socks at next meeting that Equipment Director attends</li> </ul> </li> <li>k) Treasurer ( Megan McDonald ) <ul style="list-style-type: none"> <li>• <b>ABSENT</b></li> </ul> </li> <li>l) Referee in Chief ( Len Istace ) <ul style="list-style-type: none"> <li>• <b>ABSENT</b></li> <li>• <i>Report via Darren Black:</i> We only have 8 Level 1 referees currently (5 are on one team) and only 1 Level 2 Referee available for U18 games. We require one more linesman for weekend U18 game</li> <li>• Confirmation that we will reimburse referees course costs after 5 games officiated</li> </ul> </li> <li>m) Executive Director ( Darren Black ) <ul style="list-style-type: none"> <li>• Town paid in full for outstanding balances from last season</li> <li>• Budget will be ready for presentation next meeting</li> </ul> </li> <li>n) Equipment Director ( Adam Rutherford ) <ul style="list-style-type: none"> <li>• <b>ABSENT</b></li> </ul> </li> <li>o) President ( Bruce Rafuse ) <ul style="list-style-type: none"> <li>• No report</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 December 1 <sup>st</sup> , 2020 7:00pm – Innisfail Legion Boardroom
9.	<b>Adjournment:</b> Brenda Nixon moved to adjourn the meeting at 9:10 pm. Alan Smith seconded. <b>Motion Carried</b>
	<b>Minutes:</b> Alan Smith

<b>Item #</b>	<b>Action</b>	<b>Who</b>
4 (a)	Take over work to reinstate Society Status	Teresa Dodd
4 (c)	Add version date to new Refund Policy	Candace Schmidt
4 (d)	Review Hockey Alberta Social Media policy	Candace Schmidt
5 (a)	Communicate process & expectations of Managers dealing with Executive Director	Age Directors
5 (a)	Talk to Town on cancellation policy during COVID	Bruce Rafuse
5 (c)	Share CAHL Protocols & Town of Innisfail requirements with Managers	Age Directors
5 (d)	Talk to Town on Ice Surfacing issues & broken dasher boards	Bruce Rafuse
5 (g)	Arrange picture retake day & communicate to Age Directors	Bruce Rafuse
5 (i)	Advise Managers that tracking sheets must be in binder	Age Directors
5 (j)	Provide List of Last Year's Award Winners	Alan Smith
5 (j)	Order Plaques & Tags for Last Year's Award Winners	Candace Schmidt
5 (m)	Reimburse family that received Helping Hands funding	Darren Black
5 (n)	Send message to Coaches on Dressing room check-ins/door	Age Directors
5 (o)	Changing signing authorities at banks	Darren Black Bruce Rafuse Candace Schmidt
6 (a)	Create ad seeking new Treasurer	Alan Smith
6 (a)	Post Treasurer ad on website	Alan Smith
6 (a)	Email Treasurer ad to membership	Darren Black
7 (g)	Return Fit to Play letter to family after putting copy in binder	Brenda Nixon
7 (i)	Get outstanding Vulnerable Sectors checks	Age Directors
7 (j)	Add Jerseys & Socks item to next meeting Agenda	Bruce Rafuse
7 (l)	Find Referee for U18 weekend games	Len Istace
7 (m)	Prepare Budget for next meeting presentation	Darren Black/Teresa Dodd