**LACOMBE MINOR HOCKEY ASSOCIATION**

 **OPERATIONAL COMMITTEE MEETING**

**Minutes**

**Gary Moe Auto Group Sportsplex Community Room**

LACOMBE, ALBERTA

**June 18, 2025**

**Call to Order. 7:01pm**

**Attendees:** Priscilla Blokland, Curtis Goulet, Joanne Day, Nicole Fauria, Alyssa Dinter, Brendan Futrell, Tara Worobetz, Jordi Stewart, Ryan Fauria, Jody Blokland, Heather Agnew, Brent Talsma, Robbin Nikiforuk, Angela Wymann Richter, Alison Stangeland, Stacy Christensen

1. **APPROVAL OF MINUTES**
	1. Approval of LMH Operating Committee Meeting from April 16, 2025. Motion to approve by Jordi Stewart, seconded by Nicole Fauria. All in favour. Motion carried.
2. **BUSINESS ARISING FROM MINUTES**
	1. Additions to Unfinished Business.
3. **APPROVAL OF AGENDA**
	1. Additions to New Business
	2. Approval of Agenda motion to approve by Nicole Fauria, seconded by Heather Agnew. All in favour. Motion carried.
4. **EXECUTIVE REPORTS**
	1. **President – Priscilla Blokland**
		* **Expectations**
			+ As members of Executive and Operating Committee, we are asked to assert ourselves for the good of the association; respect ourselves; operate by guidelines and bylaws of the association; be transparent and honest while managing confidentiality; work as a team and support each other and the Committee. The time to teach isn’t when we’re drowning but to support each other before we get there. Want to reinforce a culture of assistance and “many hands make light work.” All members are encouraged to be aware of the positions we hold and the influence that is perceived. Implement a time and place mindset - many convos happen at the rink that should be private.
			+ President doesn’t have a vote
			+ There is no “I” in team - I look forward to coaching with all of you.
		* **2025/26 Goals and Objectives**
			+ Coach and Manager Survey mid-year check-in to provide opportunity for development.
			+ Volunteer Selection - Exec will validate coach, manager, parent liaison and treasurer volunteer roles. Coaches will be involved in selection of Directors
			+ Training opportunities for conflict management, treasurer and parent liaison training, enhanced manager training
			+ Expectation management - reinforce codes of conduct with coaches, parents and players - an Exec member will attend all team kick off meetings (primary will be Game and Conduct but others as needed)
			+ Codes of Conduct - will review and see if there are any recommended enhancements
			+ Budget policy review - will be reviewing and want to enforce it this year
			+ Awards Program - looking to provide greater documentation on the awards, descriptions, selection criteria as well as the process for selecting team awards
			+ Communication - wanting to increase awareness of Operating Committee meetings, and are considering a newsletter (whether regular or ad hoc)
		* **Bylaw, Paid Position, Administration Fee Review**
			+ This was tabled to the new Executive and will be an ongoing review throughout the year.
			+ There are three volunteer position that receive an honourarium and are a lot of work. Part of the review will include ensuring the positions have the supports they need and create a foundation so that not everything falls on one person.
		* **Ref Assignor Update**
			+ The role is vacant and will be posted on social media and emailed to members. It will be open June 20-27 with shortlist and interviews week of June 30 to July 7.
			+ Operating Committee will approve the selection on July 16 meeting.
			+ President will not be involved - looking for possibly two Executive and one Operating Committee member.
			+ **Action:** If you are interested in participating on the panel, contact Curtis (Vice President).
		* **Player Movement Forms**
			+ These are coming in - mostly in female division. Requests are being tabled until we see registration numbers.
			+ U13AAA will impact us. Brent is monitoring.
	2. **Vice-President – Curtis Goulet**
		* Expectations
			+ Emphasized Priscilla’s comments - wanting to take a business focus and ensure we treat ourselves and members with respect and integrity. Reiterated to be mindful of what is being discussed in a public open setting.
			+ At meetings - encouraged to check relationships and emotions to support constructive conversation. We won’t always agree but need to focus on respectful and constructive conversations.
			+ Approach the year with a positive attitude.
		* U15NBC
			+ Doing lots of research with Hockey Alberta and Hockey Canada which indicates every association needs to offer NBC. This can be harder in smaller areas - for U15 are hoping to have 3 teams including 1 NBC.
			+ This will not be a “C” team - there may be a wide range of skill with kids who don’t want to play contact hockey.
			+ Working with CAHL and neighbouring associations.
			+ If we can’t get enough teams in CAHL to form a league, looking at exploring acceptance into Red Deer. Also potentially looking to North East League.
			+ Committee expressed an interest if there was also interest for U18 - can be explored but may be a hub with Blackfalds and Ponoka.
			+ **Action:** Let people you know who have kids that age about this to promote interest - including those who have not returned in past seasons.
		* **Evaluations**
			+ Planning that Cross Ice will be doing evaluations and working on connecting with them. Goalie evaluations to be included also.
			+ Reviewing evaluation schedule and will communicate to Directors ASAP. Hoping to change as little as possible. Will continue using Team Genius (has an audit process, faster than paper process).
		* **Director Orientation**
			+ Will schedule an orientation with just Directors to go over role, expectations, timelines, etc.
	3. **Treasurer – Joanne Day**
		* New payment schedule has been emailed out to previous players and posted on FB - Directors please remind your players, especially those who played last year but have not yet registered
		* $300 late fee starts Aug 1 and full payment by Sept 1. Players can’t go on the ice until they are fully paid and have made a payment plan with myself and/or Alison and Stacy
		* Total fees of players registered as of today (CAW, CAS, LMH and Development: $225,507 (Budget $350,000)
		* Total paid: $109,777.40
		* Total outstanding: $109,729.60 (Due Sept 1)
		* LMHA accounts are synced to Quickbooks account and have been keep very up to date by Stacy - our bookkeeper
	4. **Game & Conduct – Nicole Fauria**
		* Familiarizing with the role and catching up on some ongoing incidents which have carried beyond the hockey season
		* Main objectives for this role is to provide an open space where people feel comfortable and safe with reporting incidents without concern of backlash or recourse. Aid any conflict resolution to the best of my ability and to provide all scenarios with impartiality.
		* Hope to meet with each team during their parent meetings at the beginning of the season to reiterate the codes of conduct for parents and players as well as review our flow chart for incident reports and remind everyone about the 24 hour rule.
		* Looking forward to a season where we all work together to provide a safe space for all those involved in our association.
	5. **Secretary – Alyssa Dinter**
		* Operating Committee Overview - meetings include the following components:
			+ Executive Reports
			+ Director Reports
			+ Unfinished Business (any outstanding items not concluded or that are still being discussed/reviewed)
			+ New business (any new items for discussion)
		* Approach
			+ Call for agenda items 2 weeks in advance
			+ All agenda items and reports due one week in advance - includes any content that is to be reviewed and motioned on. Agenda items to be emailed; report updates to be included in PPT
			+ All members expected to have reviewed reports in advance of meeting - bring questions
			+ Minutes to be distributed within one week of meeting
		* Next meetings are July 16 and August 13. Hoping to set for remainder of the year and communicate it out. Reminder that members are welcome to attend.
		* Working on updating emails - email management will be moving to Office Admin (Alison) to align RAMP and email access. Making adjustments to recovery numbers for consistency then will receive info. Big thanks to Alison for all her help!
	6. **Past President – Amy Richter**
		* No update
		* **Action:** Reminder to please also update lacombehockeypastpresident@gmail.com with password
	7. **Administration- Alison Stangeland**
		* Ice schedule - working on this but challenging as hub arena’s are not ready to discuss. Have evaluations for Rockets and AA tentatively scheduled. Next up will be AA games then practice plan. Ice goes in August 1
		* Registration - continuing to monitor - still coming in
			+ Rockets - total 172 players and 16 goalies. For comparison, we had 235 players last season. Based on forecasting, anticipating that we will have 229 players. Noticing that majority of outstanding registrations are U13-U18.
		* Equipment - jerseys ordered (U15 - two sets; U13 - 3 sets), just socks for Rockets. Trying to find a smaller option for U7; U7 will also be moving to reversible jerseys (should have enough on hand) - considering knit socks with custom colours. - move into reversible jerseys. Did price check on equipment with Reds, Wedins, and TBS last year. Reds was 30% cheaper based on quotes and have moved forward with them.
		* Apparel - going through Reds - same reason as equipment. There may be a bag sale in the summer.
		* Tournaments
			+ U13 Nov 14-16
			+ U11-Jan 2-4
			+ U9 Jan 17-18
			+ U7 Feb 7
			+ **Action:** Try to switch U9 and U7 dates
5. **DIRECTOR REPORTS**
	1. **Intro to Hockey (U5, U7 and Rocket Launchers) – Brenda Futrell**
		* No update
	2. **U9 – Tara Worobetz**
		* No update
	3. **U11 – Stephen Cox**
		* Motion to approve the change of U11 Director from Ashley McFadden to Stephen Dox. Motion made by Nicole Fauria, seconded by Curtis Goulet. All in favour. Motion carried.
	4. **U13 – Jordi Stewart**
		* No update
	5. **U15 – Ryan Fauria**
		* Excited for NBC
	6. **U18 – Joanne Day**
		* Joanne will share email with Directors that she has sent to parents to support communication.
		* Wanted to also note from Treasurer update - the $300 late fee starting August 1 wouldn’t apply if we are still needing players for a division (e.g. U7, U15 NBC) but will be case by case consideration. More details are in the updated Handbook on the website.
	7. **CAW Governor & Female Director/- Robbin Nikiforuk & Kevin Henderson**
		* CAW board met June 3
		* Still deciding CAHL or RMFL.
		* Small numbers - only 3-4 girls in U13, 9 in U11, 0 in U15, and 3 in U18
		* Lots of U15 are trying out in AA in RD and NBC - very up in air
		* Applied for Canadian Tire grant June 2 to help cover ice and jerseys
		* RMFHL AGM - want to do consolation bracket for playoffs. Group meeting to do tournament format for playoffs. Renegades joined - Carstairs/Crossfield. Golden not accepted to the league. Next meeting day July 30 and make more decisions on player movement for females
6. **COMMITTEE REPORTS**
	1. **CAHL Governor - Jordi Stewart / Angela Wymann-Richter**
		* U15 Lead Governor (Angela)
			+ Want to partner with CAHL, work together - we’re volunteers all trying to make the best. Now have VP for U15 and all CAHL roles are now filled
	2. **Referee in Chief – Jody Blokland**
		* Looking to book ice in August and October for ref clinics. Full days on a weekend. Start advertising for refs in early August. Social media post when ready
		* If doing non contact team, refs will need to be made aware
	3. **Referee Assignor - VACANT**
	4. **Fundraising Convenor – Tara Worobetz**
		* Need to submit application to AGLC for raffle by beginning of August if we want to have tickets ready to distribute beginning/mid October. Confirmed we are anticipating the same numbers of kids and will move forward with application.
	5. **Sponsorship Chair – Teri Llynn Amundson/Tamara Cox**
		* Nothing to report
		* Reminder that there is updated sponsorship information in the Google drive.
	6. **Safety Officer - Alasdair Agnew**
		* Meeting with Nicole, Alasdair, Sarah to talk about what has been set up, done, and catch up on items
	7. **Social Media Coordinator - Melanie Callihoo**
		* Exec & Ops Committee bio project with Alyssa - stay tuned for a request.
	8. **Development Director- Jeremy Dreise**
		* Plan to meet with Curtis and get going on evaluations.
		* Also looking into some different speakers to bring in this year for coaches as well as some skill development nights for coaches and players in specific areas.
	9. **Coach Mentor – Jeremy Dreise (Lead) / Joe Bouvier / Casey Calihoo / Jon Sydenham/Tyler Guppy**
		* Will meet in coming weeks and make plan.
		* Want to continue goalie focus, but Casey unable to lead - willing to support
		* **Action:** Request to confirm date and book room for mandatory coach meeting and begin preparations for that.
	10. **Central Alberta Selects Governor – Brent Talsma**
		* Coach interviews - have named all coaches
		* Coach/Director meeting June 19
		* Big things to affect LMHA as we have players who play AA who may make a AAA team.
	11. CAS Treasurer - Shelley Vickery
		* Received confirmation this position can be removed from agenda - Brent will provide any updates.
	12. **Tournament Coordinator - Alyssa Dinter**
		* Reminder that each division U7-U13 will need a Tournament Coordinator in place at same time as coaches and managers.
		* **Action:** Directors requested to incorporate this when they are doing volunteer callouts.
	13. **Special Events Coordinator- Erin Fuller**
		* First event: Pancake breakfast - looking for lead for outdoor BBQ?
		* Every team to have an events person to help plan and organize events
	14. **Rockets Give Back Coordinator - Heather Agnew**
		* No update
7. **UNFINISHED BUSINESS**
	1. Tabled to 2025/26 season
		* Ref Course Reimbursement
		* Referee Awards
		* Bylaw/Paid Position/Administrative Fee Review
		* Safety Updates - Concussion Protocol/Return to Play and Liability Considerations (TBC for 25/26 if required)
8. **NEW BUSINESS**
	1. **Banking Signor Updates**
		* Motion to remove Robert (Dylan) Little, David Saretsky, Amy Richter from all LMHA bank accounts, this includes team and the main association accounts listed on the presentation made by Jordi Stewart, seconded by Ryan Fauria. All in favour. Motion carried.
		* Motion to add Curtis Goulet, Priscilla Blokland, Alyssa Dinter, Joanne Day to all LMHA bank accounts, this includes the main association accounts and team accounts as listed made by Heather Agnew, seconded by Brent Talsma. All in favour. Motion carried.
		* Stacy will remain on account for time being to manage some outstanding items. Will not be signing cheques. Hopeful that new Execs will be added to the CRA account.
	2. **CAFT Banking Updates**
		* Trialled doing direct deposit for referees in 24/25 year. Have about 40 refs for the CAFT system at Servus (similar to how you receive pay through an employer - not EMT).
		* Motion to remove Amy Richter and Kim Somerville Keehn from CAFT direct deposit system made by Ryan Fauria, seconded by Jordi Stewart. All in favour. Motion carried.
		* Motion to add Joanne Day and Priscilla Blokland to CAFT direct deposit system made by Brent Talsma, seconded by Curtis Goulet. All in favour. Motion carried.
	3. **Criminal Record Checks for Volunteers**
		* Motion to have all volunteers who are responsible for money complete a CRC including but not limited to Executive, Office Admin, team managers, team treasurers, Fundraising Convenor, and Bookkeeper made by Ryan Fauria, seconded by Jordi Stewart. All in favour. Motion carried.
		* **Action:** Request that the CRC form not be posted on the website - need to be provided by association. Nicole to review the form and process.

Adjourn: 8:55 pm

**Adjourn. Next meeting date July 16, 2025 7-9pm Gary Moe Sportsplex**