**LACOMBE MINOR HOCKEY ASSOCIATION**

 **OPERATIONAL COMMITTEE MEETING**

**Agenda**

**Gary Moe Auto Group Sportsplex Community Room**

LACOMBE, ALBERTA

**November 5, 2024**

**Call to Order 19:03**

**attendees: Tara Worbowretz, Angela Wymann-Richter, Corey Rintoul, Erin Fuller, Casey Calihoo, Alyssa Dinter, Kurtis Baehl, Donna Millar, Dylan Little, Mike Labonte, Dave Saretzky, Sarah Ritten, Jon Sydenham, Alison Stangeland (non-voting), Stacey Christensen (non-voting), Amy Richter (Tie breaker)**

**Attendees**

1. **APPROVAL OF MINUTES**
	1. Approval of LMH Operating Committee Meeting from September 10, 2024. motion to approve by Dave S, seconded by Kurtis, All in favor, 13 to approve, 0 against, 0 abstain, approved.
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 Kurtis, seconded by Alyssa, 13 to approve, 0 opposed, 0 abstain, approved.
4. **EXECUTIVE REPORTS**
	1. President –Amy Richter
		1. Hockey Alberta AGM is November 28th. Amy to attend and update accordingly.
	2. Vice-President – Dave Seretzky
		1. CAHL tiering meetings set for Nov 11, 12 and 13
			1. Directors, if you anticipate tiering issues with any of your teams Dave will need time to prepare prior to meetings.
			2. Information required was sent out earlier today on tiering information.
			3. Any tiering disagreements need to be backed by facts, not feelings.
		2. We have submitted a few complaints into the league already.
			1. If you have a team or player with complaint concerns the process is straightforward.
	3. Administration- Alison Stangeland
		1. Coach qualifications are almost complete - just waiting on a couple to finished courses on Nov 12th, should have no problem being compliant Nov 15
		2. Nov 14th Affiliation meeting U11 & up
		3. AA affiliations have been difficult this season due to a couple HA changes
		4. Open ice - teams have been great at taking open ice
		5. Game Ice - we have a healthy amount of game ice so teams should be prepared to grab extra slots on weekends
		6. Work with 8 different rinks, always kinks but figuring it out
		7. Curling - thank you everyone for your patience with the ice during this time
		8. Apparel is all downstairs - email out for pickup tomorrow along with the raffle tickets
		9. Summer Skates fundraiser in on
		10. Jerseys & Sponsor bars - working with teams to get these completed
		11. Pictures - proofs should be coming out soon
		12. Equipment deposits due, will be following up with teams for the $250 deposit
	4. Secretary – Dylan Little
		1. We will be calling a special general meeting to update Bylaws.
		2. Look at updating the SCAL to the appropriate name.
		3. consider reducing the number of members in good standing for Quorum at general meetings.
	5. Treasurer – Mike Labonte
		1. Banking has been switched over from a Commercial Account to a Business Account.
			1. Lower Fees, easier to EFT payments, allows sync directly to Quickbooks software. *Thanks to Stacey!*
		2. Still tracking down a few late payments, deadline to hold players off ice?
			1. Nov 15th, Dec 1st. What is agreeable with Directors?
		3. The Hockey Alberta grant that was previously applied for is no longer available.
			1. The Oilers are doing their own charitable work, which funded the program. ($17k last year)
			2. EKEC grant is available, up to $5k max per assoc.
		4. AGLC application to be finalized next week with Stacey/ Tara
		5. For late payments/not meeting payment plan, it was reminded to refer to the Policy developed by Operating Committee last year in terms of late fees and consequences
	6. Game & Conduct – Donna Miller

4.6.1 Have updated the CRC and Declarations on our tracker

* Many CRC have expired
* If the CRC is not dated 2024 then the Coaches need to submit declaration
* Have sent emails to U18, U15, U13 directors, updated documents slowly coming in
* Will be sending to remaining directors list of missing documents
* If they have turned in to the office will check this weekend now that curling is over
* Need to remove the old CRC from the website
	1. Past President – Lori
1. **DIRECTOR REPORTS**
	1. **Intro to Hockey (U5, U7 and Rocket Launchers) – Alyssa Dinter**
		1. U5
			1. Cancelled practices during curling for safety and dressing room capacity reasons; parents who expressed concern were still able to skate and join U7-none joined
			2. Had makeup skate with U7 Oct 27; additional skate Nov 9
		2. U7
			1. Game scheduling meeting in Sylvan was successful - the majority of communities were able to fill their ice slots. Some communities (e.g. Blackfalds, Sylvan, Lacombe, Ponoka) have a LOT of home game ice making it challenging to fill - consider decreasing Lacombe home game ice slightly for next year
			2. Tournament was very challenging to fill this year but is now full (pending one payment)
		3. Rocket Launchers
			1. Seeking U11-U18 teams to sponsor one practice - Directors emailed with dates
			2. Adding additional skates if there is open ice and Coach available
			3. 3 Rocket Launchers have transferred to teams (1 U7; 2 U9)
	2. **Novice U9 – Kurtis Baehl**
		1. Practices and games have been going well so far.
		2. 2 Rocket launchers has been Moved up and joined the C team (13 players currently)
		3. Tournament meetings have begun, Teams have been accepted and all entry fees have been paid in full.
		4. Over 160 applicants for our tournament. Good to see that much interest
	3. **Atom U11 – Brandon Maier**
		1. Nothing to report
	4. **Pee Wee U13 – Erin Fuller**
		1. A Team T2: having competitive games, 1st win this weekend.
		2. B Team T4: have been very strong overall in tiering. Looking for competitive games this weekend. Coaching staff doing well. One injured player currently, out for minimum 4 weeks.
		3. A and B had a food drive and BBQ Wednesday night
		4. C Team T6: Will be a Tier 6 team. Morning practices have been difficult for out of town players to make. Would like coach mentor to sit down with 1st year Head Coach.
		5. Tournament planning well under way for Nov 15-17
	5. **Bantam U15 – Angela Wymann-Richter**
		1. U15A
			1. a good chance they will stay in U15T2
		2. U15B
			1. there is no longer a U15NBC tier so U15B will be in contact hockey
			2. good chance they will stay in U15T3W
			3. added a late registration so this team now has 18 skaters and 2 goalies
	6. **Midget U18 – Joanne Day**
		1. Still looking for players for the U18B team - please spread the word & let myself or Jody know if anyone shows interest so we can follow up with them.
		2. Both teams are progressing through tiering smoothly with the exception of the U18B team game with Ponoka which has been a disaster both this year & last. I suggest we decline playing them in future years.
	7. **Female Director - Kevin Henderson/Ashley Klessens**
		1. Everything is going along well.
		2. CAW is doing well with fundraising. BF golf tournament did well.
		3. Sponsorship letter requires an update around location of Logo/name
		4. Dave S makes a motion to, seconded by Donna, CAW fee from LMHA will be $50/player in 2024/25, $100/player in 2025/26 and $150/player in 2026/27 to align with CAS. 12 for, 0 against, 1 abstaining. approved.
2. **COMMITTEE REPORTS**
	1. **CAHL Governor - Jordie Stewart / Angela Wymann-Richter**
	2. **Referee in Chief – Jody Blokland**
		1. Ref pictures were taken this year.
		2. Would like to improve the travel distance for officials.
		3. Need U13 tournament schedule. should be up now.
		4. need to discuss puck return with JoJo
	3. **Referee Assignor - Priscilla Blokland**
		1. official evaluations are taking place and will be complete in December
	4. **Fundraising Convenor – Tara Worobetz**
		1. Raffle ticket packages are going out ASAP
		2. Teams that have “exempt” families from casino shift will still receive the whole “kick-back”
		3. Teams are still allowed to sell tickets above the required number and will receive the 25% kickback.
	5. **Sponsorship Chair – Corey Rintoul**
		1. Sponsorship is coming along. A lot of multiple follow up emails needed for some of our past sponsors. A few loyal sponsors have decided not to sponsor this year, and Corey is approaching multiple businesses to get those platinum positions filled as quickly as possible.
		2. CAW has been great with finding its own sponsors, and will add them to the spreadsheet for next year.
		3. The platinum 3 year (with $500 reduction) has gone over well with a lot of our loyal sponsors and have found a lot of people are happy to sign up for that! This helps us with hounding people every year.
	6. **Safety Officer - Sarah Ritten**
		1. Part of the safety binder is the emergency action plan. One will be created for the core 4 arenas that are used by LMHA. This prevents needing to reinvent the wheel.
		2. feedback on the injury report form has been good.
		3. Still no access to email address. Need to get it reset by Google.
	7. **Social Media coordinator - Melanie Calihoo**
	8. **Female Director - Kevin Hendersen**
	9. **Development Coordinator- Jeremy Dreise**
		1. Skating with Joe is filling fast.
		2. Looking to have another coach night to bring everyone together.
		3. will be available moving forward, should teams want a mentor to attend.
	10. **Coach Mentor – Rick Maclise / Joe Bouvier / Casey Calihoo / Jon Sydenham**
		1. Goalie sessions are going well.
		2. will look for some funds in coming meetings for coaching aids.
	11. **South Central League Representative – Brent Talsma**
	12. **Central Alberta Selects Representative – Brent Talsma**
		1. CAS teams are developing and having close games.
		2. U11 is having a tough go but is showing improvements.
		3. Associations outside CAS are not using the 4-Ref system.
		4. looking to find CAS reps from each of the included associations.
		5. Motions were made to remove skills from U18 and U15 evaluations.
		6. Table the CAS motions for now. need to understand how to fold these into LMHA.
		7. There are some challenges with affiliating players to U18AA due to differing boundaries. There is now a process in place to allow for proper affiliation.
	13. **Tournament Coordinator - Alyssa Dinter**
		1. Status
			1. Tournament Chair for all divisions and all divisions are now full
			2. Planning actively underway for all Committees
		2. Successes
			1. Budget and registration fees set in advance enabled Lacombe to promote earlier and begin review & acceptance
			2. Google form and centralized document repository
		3. Challenges
			1. Tournament Policy - “Full registration payments will be required within 14 days of acceptance to the tournament or new team will be invited” left room for interpretation on how long teams had to accept vs accept & pay; lots of “gaming” occurred by communities who had applied and resulted in some pools not being filled by CAHL Oct 30 deadline
			2. Tiering & Exhibition Games - when to start review & acceptance; approach when teams change tier
			3. Director vs Manager vs Tournament Chair review & acceptance of teams
				1. U7 - Director review & acceptance
				2. U9 - Director & Tournament Chair joint review; Tournament Chair acceptance
				3. U11 & U13 - Team Manager & Head Coach review & acceptance - most decentralized
			4. Player contributions & limits to return to teams
				1. Suggestion of $50/player or item of equal or higher value; challenging for U7 and U9 where max return is $1,000 (per team contribution ranges from $450-650 if all cash contributed) and U11/U13 (per team contribution may be $850 based on 17 players). Sufficient player contribution needs to be collected to manage a raffle table/fundraisers with minimal community solicitation by the Committee; yet sufficient funds need to be returned to the team to support tournament costs to make it worth the effort to organize. In previous years, some tournaments had additional funds to support raffle tables built into registration fees but Policy changes to registration fees and budget management (ie 2 budgets) are proving challenging to operationalize for teams.
	14. **Special Events Coordinator- Prisilla Blokland**
		1. Need to reach out to the association regarding the 2024 Holiday parade.
		2. Alumni night - need to start planning date and coordinate with players.
		3. volunteer appreciation ideas are being solicited for 2024/25
			1. there are 10% off “Balanced wellness” service certificates in the office for executive and ops committee members.
		4. Request made to contact the Concession to see about the Puck Return idea if they would participate and to explore potential costs before moving forward
		5. Dave S makes a motion to spend up to $500 on two logo’d banners and one sponsor banner, Casey Calihoo, 13 for, 0 opposed, 0 abstain, approved.
	15. **Rockets Give Back coordinator - Tamara Cox**
3. **UNFINISHED BUSINESS.**
	1. Look at the affiliation process. Consider that all players will be affiliated before tiering based on evaluations and Grid the players accordingly. This eliminates ambiguity.
		1. addressed by an affiliation meeting being scheduled.
	2. Need to look at a policy for players injured and or missed evaluations due to Elite stream cuts. Need something more concrete to solidify where players land after evaluations. What qualifies as a qualified skate?... practice with each team. Look at the policy from Olds.
		1. not prepared to discuss at this meeting. Push to December meeting.
	3. evaluations software - will be reviewed prior to the next evaluation cycle. Alison to follow up with neighboring associations on their software for a comparison.
	4. administrative fees - forming a committee to review the admin fees. Team includes: Alison, Erin, Casey and Stacey. Chaired by Casey.
		1. Will extend an invite to CAS and CAW treasurer.
	5. LMHA tournament policy -
		1. Lacombe begins the review of applications following the second weekend of October. Directors to touch base with Head Coaches to confirm the Tier they anticipate being in and provide any updates to the Tournament Coordinator. Acceptances are to be sent within 3 days of the first two weekends of October exhibition games are complete.
		2. If, following the third weekend of October and a first round of CAHL tiering games has been completed, a Lacombe team believes they will change tiers, the Division Director should be notified ASAP and accepted teams informed. Accepted teams will have 24 hours to confirm if they would like to remain or receive a full refund to enable sufficient time before CAHL blackout deadline to fill the vacated spot.
		3. Teams who have been accepted have 72 hours (3 days) to confirm their acceptance and provide an initial deposit (25% of the Tournament Registration fee). Full payment is required 7 days from the initial deposit.
		4. Division Directors are responsible to manage the acceptances for each division after consultation with each teams' Head Coach and Team Manager.
		5. Refunds
			1. If a team chooses to withdraw from a tournament, a refund will only be issued if a replacement team can be found.
			2. If LMHA chooses to release a team (e.g. for Tiering purposes), a full refund will be issued.
		6. All tournament registration fees (e.g. ice, room rental, refs, ref meals, player gift, HH, MVP, medals, and pucks) must be spent on tournament expenses (i.e. excess funds from registration fees cannot be considered "income" or "fundraising proceeds" to LMHA teams). Excess funds will go back to LMHA.
4. **NEW BUSINESS.**

8.1 LMHA Tournament policy

1. Team contributions are $50/player or an item of equal or higher value to contribute to fundraising. Community solicitation should only occur by the Tournament Committee and should be kept to a minimum to reduce numerous donation requests to local businesses. Businesses who are LMHA sponsors are not to be contacted. *No changes to 20% to LMHA.*
2. Increase maximum return for U7 and U9 teams to max return of $1,250 and U11 and U13 to $2,000.
3. Will revisit the tournament “return” to each team at the December meeting. for some larger teams (U9) there is a possibility that teams only get back $300 after the team funds are returned.
4. Decision for U7, U9, U11 tournament profits to be revisited in December
5. Decision for U13 to not cash player contributions and revisit returns to teams in December as a pilot - U7, U9, U11 to continue status quo

8.2 Intro to hockey role - Recommend the role be split into 3 (U5, U7 & Rocket Launchers) or 2 (U5/U7 and Rocket Launchers) or filled by a volunteer with previous hockey planning experience. Consider moving the RL into the development director.

 Move to unfinished business to review before Spring AGM.

8.3 U7 Game scheduling - Recommend Lacombe & Sylvan Lake discuss long-term U7 game plans, whether it is semi-centralized or not, and what Lacombe’s long-term role is

8.4 Provincial bids - need to verify who all would like to be included in the provincial bid. There are presently two teams U13 and U15AA. We need to decide who will be the “1st” and “2nd” choice on the application.

8.5 Driving policy - Looking at urban associations, there is generally a zero player driving policy. for associations with mixed urban and rural driving, it is a bit more of a variation. We do need to look to adopt a policy.

 Sarah makes a motion to adopt the driving policy, seconded by Kurtis. 10 yes, 0 opposed, 3 abstain. approved.

**Adjourn. Next meeting date December 10th 7-9.**