
Pembina Minor Hockey

Board Meeting

Date: November 12th, 2025

Time & Location: 6:00 PM – Pembina Rec Plex Board Room

Meeting called to order by: Ben Yeulet

Attendance: Ryan Woloszyn, Shauna McMinis, Charlene Morrison, Paul Tuttle(Coach), Chelsey Chevrier, Brandon Duchene, Jessi Hofmann, Ben Yeulet

Agenda Adopted by :

Previous Meeting Mins approved by Char and agenda

adopted by Brandon Adopted agenda

Old Business:

- U18 Team Inquiry: Parent from a neighbouring association expressed interest in a U18 team in Pembina. Board to consult Hockey Alberta and NEAHL regarding feasibility.
- MCN Dates/Practices: League rep will add MCN Dates to RAMP, resulting in additional practices. Secretary to notify U11 and U13 families, emphasizing attendance for specialized coaching.
- Ice Times Submission: President will coordinate with Ice Scheduler to ensure ice times are submitted to the league.
- Conflict Management: League rep to share information on conflict management with coaches and managers; Secretary will send out emails as needed.
- NEAHL Mandatory Meetings: Reminder that missing NEAHL conference calls can result in fines for PMHA.
- Registration:
- Motion passed to cover 6th HCR member if cost is under \$250 for U13 & U7.
- U15 OA application resubmitted due to issues with Hockey Alberta.
- U13 UA player will remain with U13; President to confirm with coach.
- No-show players must attend or positions may be filled; deadline is October 9th. Registration Director to provide contacts for follow-up. **UPDATED:
- Criminal Record Checks: Registration Director has required forms for board/coaches; will distribute accordingly.
- Fundraising & Events: Remove “Fun Casino” content and update with “Home Town Hockey.”
- Fundraising Coordinator needed; currently one parent per team has volunteered.
- Season Setup Tasks: Proposal for Secretary to have Spordle access to streamline registration tasks and communication.

- Jerseys: Goal to distribute jerseys by first week of October next season; further discussion needed on deposit cheques. **Suggestion to collect jersey number preferences during registration.
- Missing U9 #2 orange and black jersey; Equipment Director to investigate.
- Equipment & Locker Access: Only Equipment Director should have locker access. President to discuss with PARS.
- Financial: \$150 deposit from Alexis Reid family requires reimbursement; Secretary to coordinate with Treasurer.
- Goalie Training: U11 and U13 goalie parents requested training; Player Development seeking availability and pricing.
- U11 Skating Concern: President addressing concerns about a U11 player not skating; plan includes mandatory practices and no games until safe, with additional support from guardian.
-PMHA would like to do our best to support this players development as the player is eager to play.
PMHA now has a parent volunteer step up as Fundraising Coordinator Shawna from U7 Division.
Secretary has emailed managers in regards to getting a Hockey Weekend Committee together by end of next week.

New Business:

Updating Standard Operating Procedures (SOPs)

1. Volunteer Incentive Review: The board is considering the removal of the \$100 per person volunteer incentive for Casino Shifts, which occur periodically as part of PMHA's commitment at Century Casino. This matter has been tabled for further discussion among board members, who will explore alternative methods to ensure accountability for all volunteer shifts, including those at the Casino.
 2. Late Registration Policy: Updates to the SOPs regarding late registrations have been tabled for a future meeting, where policy changes will be discussed and implemented as needed.
 3. Practice Attendance Policy: A new policy addressing players who are registered but have not attended practices has been tabled for future consideration and incorporation into the SOPs.
 4. Conduct Form Addition: The possibility of adding a Conduct Form to the waiver at the beginning of the season has been tabled. The wording and details will be discussed at a later date.
 5. Volunteer Commitment: Issues related to volunteering commitments will be integrated into the topic of Casino shifts for further discussion, including potential changes to policy wording.
 6. New Player Assessment Policy: The board is reviewing the introduction of a questionnaire as part of the registration process to better assess player skill and development. This would apply to standard, new-to-hockey, and return-to-play registration forms, with the aim of evaluating skill levels prior to team placement. Topic has been tabled for future meeting to discuss.
- Conversation about "no show players" and unpaid players was had, the group agreed that the registration director is to remove U7 player unpaid immediately and for the concerns of the U11 and U9 player who are both no show and paid they will be left on the roster.
 - Extra Ice Scheduling for U9: The Ice Scheduler will be notified to book additional full-ice practices for the U9 division. PMHA has received a donation cheque from a company to cover the cost of these extra sessions. The allocation of these funds will be discussed between the board and the donor.
 - U13 Player and Coaching Concerns: The board has determined that it is at the coach's discretion to decide when the U13 player in question may participate in games, given that the player's skill level does not yet match U13 standards. The U11 division has extended an invitation for this player to

attend their practices to aid in development. The Association will support coaches decisions about when they are able to safely join games.

- Tiering Submission: Tiering submissions are required as soon as possible. The U11 division has expressed interest in reviewing current tiering and making adjustments, although the league has communicated that direct contact regarding tiering matters will not be permitted. Both U13 and U11 teams remain at Tier 4.
- Final Team Requirements: The Registration Director reported that the U13 team is ready for submission to Hockey Alberta, with affiliates included on the roster. Some U7 coaches still need to fulfil certain requirements.
- Goalie Development Training and MCN: The Secretary will reach out to a PMHA alumni goalie to determine interest in providing training sessions for three goalies. The association will cover the cost of these sessions.
- Fundraising Coordinator Update: All cash raffle tickets have been distributed to teams and guardians. Shauna has established an email account for the PMHA Fundraiser position to facilitate future transitions. Comprehensive documentation of all Fundraiser Coordinator tasks will be maintained to assist future coordinators. The Hometown Hockey Weekend Committee has reported successful outreach to sponsors.
- Treasurer and Registration Duties: A motion was made by Shauna, seconded by Ryan, and unanimously approved for the Registration Director to oversee credits in Spordle, including a \$100 credit process at registration.
- U9 Player Reimbursement: A U9 player who moved has paid \$750 in fees. After deducting \$150 for raffle fees (as the ticket booklets will be retained), a motion was made and unanimously approved to reimburse \$470 to the player.
- A motion was introduced in a group text conversation prior to this meeting to approve coverage of the costs associated with half-ice and officiating for the U13 team. The U13 Manager was contacted by Wainwright, who requested to play in Barrhead in order to minimize travel. Although Pembina holds home ice for this game, the manager agreed to accommodate Wainwright's request, with the understanding that, should the teams play again in the future, Wainwright will reciprocate by hosting Pembina. The motion was supported by seven members and was therefore approved.

Meeting Adjourned: 7:24 PM

Next Meeting: December 2nd 6PM at Pembina Rec Plex