



**Ponoka Minor Hockey Association
December 3 , 2025, @ 7:00pm
Ponoka Minor Hockey Association Board Room
MEETING MINUTES**

PRESENT:

**Mike Wildeboer
Jessica Loveseth
Nicole Meyers-Abt**

**Robbin Nikiforuk
Nicole Owen
Megan Pankewitz**

**Mike Dillen
Rob Johnson**

**Shayna Weir
Danielle Raugust**

REGRETS:

Kristin Malterer

Nansen Vold

Cole Butterfield

1. Call To Order

Meeting called to order at 7:17 pm

2. Approval of Agenda

MOTION: Moved by Nicole O and seconded by Megan that the December 3, 2025, agenda be approved as written. CARRIED.

3. Approval of Minutes

MOTION: Moved by Nicole O and seconded by Jessica L that the Minutes from November 5, 2025, be approved as written. CARRIED.

4. Director Reports

- a) President** – The importance of confidentiality was reiterated. The board was reminded that processes like bylaws outline procedures for addressing conflicts if necessary.
- b) Vice President** – U11 moved from tier 5 to 4, U11B, U13, U18 stayed the same, U15 went up to tier 3 strong. The next CAHL meeting is scheduled for Dec 8 (Jessica L will attend).
- c) Treasurer** – Emailed out financial reports to all board members.
The account balance (community chequing) is currently at \$216 2172. 81. We are up \$19 340 profit, due mostly to the PMHA raffle fundraiser. \$1000 development went out to all teams. Teams have been using it in various ways: U9 - Nieuw Edge, U11- gym, U13 Brett Gartner, U11B - Kyle Bailey power skating. Other minor financial adjustments resulted from KidSport and Hockey Canada refunds due to player departures. Also received a honorarium of \$75- donation from Frank Kirchner Memorial.

MOTION: Moved by Shayna to order additional cheques, with a maximum expenditure of \$300; seconded by Megan. CARRIED.

Questions regarding families who do not participate in fundraising or volunteering. Possible policy revisions could address situations where families do not participate; seed money may be forfeited as a donation. Reference was made to the Lacombe policy on this matter.

MOTION: Moved by Robbin to approve financials as presented, seconded by Jessica.

- d) **Secretary** – All pictures that were ordered by PMHA players were handed out November 24-27 to team managers or a team representative for distribution. Update on coaching requirements as additional coaches were added to team rosters in November: there is still 1 coach who has not completed their criminal record check and 1 coach missing their child intervention check, as well as one U7 parent volunteer prepared to help on the bench when coaches are missing who has not returned a CRC. Reminder emails or in person conversations were had to all individuals and many replied stating that required steps to obtain documents have been taken.
- e) **Registrar** – All coaches have completed required courses. Two teams are still outstanding in submitting affiliate forms, and a few minor registration issues are being resolved.
- f) **Equipment Director** – Absent
- g) **Ice Scheduler** – Christmas Break Closure: The arena will be closed on December 24, 25, 26, and January 1.

Motion: Moved by Nicole O. to have a break from December 22, returning January 2, with practices to be requested by managers; seconded by Jessica L. CARRIED.

U11 3 on 3 tournament for March - they will need 4 hours of ice time at the end of the season. CAW requested to pick up open ice, invoicing directly to CAW and CAS.

Motion: Moved by Nicole O to amend the ICE policy to eliminate the board email requirement for returning ice to the town; seconded by Jessica L. 6 in favour, 2 opposed. CARRIED.

- h) **Public Relations** – Absent, written report: The 2025/26 team picture is up in the lobby. Two sponsor thank you cards have been handed out to each team. One for their home tournament sponsor and one for their team sponsor at the end of the year. The Santa Parade was a success. We had about 20 kids ride on the float. Thanks to Mike W for volunteering his truck, trailer and driving. Mike D for the shop space and Nicole M for helping the night of the parade. U11 Boston Pizza player of the month has been handed out to both teams managers this week and will be posted in next month's newsletter. If anyone has anything they want communicated in the newsletter, just send it my way before Sunday, Dec. 7th.

MOTION: moved by Nicole M to donate up to \$300 to a local pizza establishment for the U18 team to enjoy during their upcoming home tournament scheduled for January 2–4, as a gesture of appreciation for their representation of PMHA at the PARC fundraiser in October. Motion dropped.

- i) **Female Coaching Director** – Jan. 31 Female hockey day is happening. HA application hiccup with Blackfalds Bulldogs and insurance concerns. An invitation to attend Canada vs USA Women's hockey game on Dec 13 at Rogers place was accepted. Esso Medals have been ordered.
- j) **U7 +U9 + U11 Director** – Email has been sent to both U11 teams about the new director role.
- k) **U13 +U15 +U18 Director** – Absent. Nothing to report.
- l) **Referee Director** – Nothing new to report. A couple items will be addressed under new business.
- m) **Fundraising/Tournament** – The raffle was successful, with a minor issue regarding missing tickets, which was resolved in partnership with AGLC. Raffle Income: \$19 800.00 Raffle expenses: \$2068.29, Raffle revenue: \$17 731.71. P3 Sports generously donated Black Elk Hockey Camps to three home tournaments.

5. Old Business

- A. Coach caps per team- Next season, 6 coaches for U7 and U9, 5 coaches for U11 and up. Any additional coaches would come at a cost billable to the team. MOTION: moved by Jessica, seconded by Megan to implement coach caps next year. 8 in favour, 1 opposed, CARRIED.
- B. Ice schedule and tournament availability- November tournaments are hard to schedule based on CAHL rules and time to prepare.

6. New Business

- A. Meal Incentive for local Refs - MOTION: Moved by Danielle and seconded by Shayna to implement meal cards to local officials, providing up to \$15 in concession credit once per game day for the 2025/26 season. 1 abstained, 3 in favour. CARRIED

Reimbursement for local refs who saved receipts from the previous weekend. Moved by Shayna and seconded by Danielle. 1 abstained, 3 in favour. CARRIED.
- B. 12 days of Christmas Raffle Incentive - 3 members associated with U9 and U13 acknowledged a conflict of interest and abstained from discussion; those members left the room. It was noted that the fundraising prize criteria stated that the team who sold out first would receive the pizza party. The remaining 7 members discussed the situation and facts presented, it was unanimously decided that only the U9B team will receive the pizza party.
- C. Ref Equipment Reimbursements - The board discussed an inquiry regarding a late referee reimbursement from last season. It was noted that deadlines had been established and communicated, no further action will be taken.
- D. U13 Provincials- Special meeting held on November 23 to discuss submitting a provincial bid. MOTION: Moved by Jessica and seconded by Nanson to donate up to a max of \$5000 and support the host committee as needed. CARRIED. A Letter of support was provided and a bid was submitted last week.
- E. **Other business from the special meeting-** Resignation of U13/15 director. MOTION: Moved by Jessica and seconded by Mike D. that the U13/15 Director role be temporarily divided until the AGM, at which time the position may be filled. The U11 responsibilities will be assigned to the U7/9 Director, and the U13 responsibilities will be assigned to the U15 Director for the remainder of the season. CARRIED.

Ice Schedule double booked on Sunday, Nov. 23 and U13 game cancelled. MOTION: moved by Megan and seconded by Jessica to make it right to the traveling team, New Sarepta, by providing a \$400 pizza party to Boston pizza. CARRIED. MOTION: moved by Jessica and seconded by Kristin to provide \$250.00 towards a team activity for the Ponoka U13 team that was also affected. CARRIED.

Email MOTION: Moved by Kristin and seconded by Jessica on November 6, 2025 to purchase team sponsor thank you cards (2 per team) from One Wolf Creative and to get lobby photo collage printed at Accu Publishing for a total of \$168.53 (\$89.78 to One Wolf Creative and \$78.75 to Accu Publishing). CARRIED.

7. Adjournment

The meeting adjourned at 9:27 pm

Next meeting date: Jan 7, 2026, at 7:00pm.