

Minutes

Slave Lake Minor Hockey Association

Meeting Date: March 15th, 2023

Time: 7pm

Location: MRC Meeting Room

Attendees: Jenn Taylor, Chris Taylor, Melissa Baxter, Nicki Ward, Britney Whitney, Joel Blanchette, Mike Seppola, Travis Eben, Lyndsay Baird, Tara Maitland, Jeff Green, Mike Martin, Melanie Herbert, Tracey Bonik, Pam Boucher, Nikki Vonder Muhl

Regrets: Dwain Hill

Call to Order @ 7:06pm

1. Agenda

1.1 Additions to the Agenda

1.2 Adoption of Agenda. Motion to adopt agenda as amended made by Nicki Ward, 2nd by Travis Eben. CARRIED.

2. Previous Minutes

2.1 Adoption of previous minutes. Motion to adopt previous minutes made by Lyndsay Baird, 2nd by Travis Eben. CARRIED.

2.2 Follow up on outstanding action items – See Action Items

3. Standing Items

3.1 President Report:

- Hockey AB: Chris looking for volunteers to complete a checklist for our association.
- Casino: in Grande Prairie in June. Takes a lot of volunteers. More info to come.
- Board Confidentiality: board members need to uphold code of ethics and honor confidentiality.
- Membership behavior: letter proposed to send to membership regarding upholding Parent Pledge and Bylaws/Rules and Reg's (24 hour policy ect). Chris will send a draft to the board for input.
- proposed idea: display case with annual awards: coach of the year, volunteer of the year, team of the year, most dedicated ref, ect. Could put it out to membership to nominate and vote. Plaques would work well in our Thunder hallway.

3.2 Division Updates (Division Coordinators)

U7- season wrapped today, teams had fun and managers did great this year!

U9- season has completed and went well.

U11- teams have one weekend left.

U13- U13-2 won Bronze, U13 1-is playing for Bronze this weekend.

U15- U15-1 had a good year. U15-2 struggled, but finished 4th place.

U18- season is complete.

Female- had a great year, finished 3rd.

3.3 Administrator's Update:

- U7 has asked if they can keep their jerseys (Timbits jerseys). Mike to contact local Tim Hortons to discuss annual jersey options. Jenn to advise U7 teams once we get an update from Mike.
- Chris to speak to town regarding displaying Thunder pride in the arena or sponsorship Thank you banner.

3.4 Ice Scheduler Update:

- SLMHA Wind-up: April 4th (if Jenn can get plaques) or April 19th
 - Christine Lillo working on slide show
 - BBQ-Firefighters could possibly volunteer (can use fire hall BBQ)
 - Britney to work on meal budget and send to board. (hot dogs, burgers, chips & water).
 - coaching draw & manager/treasurer draw-send gift ideas to Britney

4. Committee Updates

4.1 Apparel Committee

- approved a few year end gift uses of logo's.
- GRH looking at switching to CCM and bring in display items.

4.2 Fundraising Committee

- no update

4.3 Discipline Committee

- already discussed

4.4 Jersey Committee

- working on sponsorship letter

5. Financial Review

- 5.1 Adoption of financial report. Motion to adopt financial report as presented made by Joel Blanchette, 2nd by Lyndsay Baird.

6. New Business

6.1 Jersey Cleaning

- Teams to clean them themselves. Co-ordinators to advise team managers that jerseys need to be cleaned prior to returning. Can use laundry mat at team cost or wash themselves.

6.2 Grizzly Ridge Honda

- already discussed

6.3 Donation Letter

- we revamped letter. Send business contacts of potential sponsors to Chris and he can populate a letter for each business.

6. Round Table

- N/A

Next Meeting: April 12th @ 7pm, Location: TBD

Adjournment : @ 9:32pm

Action items

- Coaching packages: Joel & Mike M:
 - add evaluation process & concussion protocol. (otherwise packages are complete).
 - Mike M to send coaching links to Tracey for her to upload on SLMHA website.
 - Jenn to connect with Hockey AB to see if we can sign up for Coach Them app as an association. COMPLETED.
- Jersey Replacement:
 - Sub-committee to meet and bring back recommendations to the board.
- SLMHA Asset List:
 - Mike S will take the lead on this, but will reach out to other board members to assist. Need to add values to list.
- 2021 Banners
 - Chris will arrange date in the future to hang banners.
 - Chris to ask MRC staff if banners can be hung in Pembina arena.
- Develop a season timeline for SLMHA as a board. Will work on throughout the year and post on our website/Facebook. Travis will work on it and bring back to board.
- No Sponsorship letter, Nikki to create a letter, send to board for feedback. To be used for CNRL or other business sponsors for jerseys. COMPLETED.
- Chris, Mike and Jeff to meet to discuss ref/coach complaint process.
- Joel to set date for 1st bylaw meeting. Let Pam know and she can secure a meeting place. Tuesday March 28th at 7pm. COMPLETED.
- Chris to get a quote and ask if items are in Slave Lake or require ordering for 4 volunteer coach track suits. Not available for 3-4 months. Went with embroidered hoodies. Motion to buy a hoodie for Chad made by Travis Eben, 2nd by Joel Blanchette. CARRIED. Jenn will look into ordering it with Teegan.
- Chris to contact town regarding MRC/ice conditions/concerns. COMPLETED.
- Chris to look at getting boards to a neutral space so they can be utilized in both rinks.
- Chris to provide feedback to NAI about U9 division not starting til after tiering and having two games in a day that are spread out by hours.
- Nikki to let her U9 coaches & managers know that half-ice games are mandatory. No full-ice games. Serious association consequences. COMPLETED.
- Lyndsay to email Female team's 1st round playoff info to Jenn and Jenn will post on our facebook page to congratulate them. COMPLETED.

- Jenn will source aprons ourselves then get Tegan or someone else to embroidery logo on for Susan's Kitchen staff. COMPLETED.
- Jenn to connect with business factory about 50/50 tickets for Hartman Fundraiser. \$5/ticket for 4000 tickets. Do a quick turn around on draw date. Tracey to connect with her contact at AGLC.
- Jenn to connect with MVP to get a quote for grad plaques. Tara and Lyndsay to let Jenn know names of graduating players. COMPLETED.
- AGM date: April 26th, 2023. Jenn to post notice to members by March 15th, 2023 (any Bylaw changes to be submitted by Mar 15). Jenn to look at booking AGM at EG Wahlstrom. COMPLETED.
- Chris to draft a membership behavior letter and send to board for feedback.
- Mike to contact local Tim Hortons to discuss annual jersey options. Jenn to advise U7 teams if current jerseys can be kept, once she gets an update from Mike.
- Chris to speak to town regarding displaying Thunder pride in the arena or sponsorship Thank you banner.
- Britney to work on wind-up meal budget and send to board. (hot dogs, burgers, chips & water).
- coaching draw & manager/treasurer draw- board members can send gift ideas to Britney.
- Co-ordinators to advise team managers that jerseys need to be cleaned prior to returning. Can use laundry mat or local business (at team cost) or wash them themselves.
- Board members that have potential business sponsors for jerseys can send business and contact name to Chris and he can populate a letter for each business.
- Jenn to check if grad plaques can be ready by April 4th, if not wind-up will be Apr 19th
- Jenn to look into getting a 5th hoodie made by Teegan for Chad.

Bylaw Action Items

- add concussion protocol to bylaws for consideration at 2023 AGM.
- All board positions need review and updating. Position of Covid Coordinator title and job description needs to be updated to Safety Coordinator with a new job description.
- Tracey proposes team treasurers provide her with the monthly financials by the 5th of each month or the first weekend of each month. This will ensure she has updated information for each board meeting.
- proposed change to close our registrations earlier (HP closed Aug 20th). Update applicable forms/bylaws.

- review sub committees, who is on them, are they necessary or should entire board be involved?
- Pre-season coach education hosted by Coaching Director and Safety Coordinator.
- Under \$1000 team loans, change Novice and higher to U7 and higher.
- **Coach Selection Criteria:**
 1. Coaches cannot be Division Coordinator and Head Coach within the same division.
 2. All Coaches and Assistant Coaches must fill out a Coach's Application, to be considered for any position. All applicants must obtain (change to obtain and submit) a criminal record check including a vulnerable sector check.
 3. If no evaluations are needed for a team (one team in a division) coach selection committee can select coaches at the end of divisional skates
- female tournament moved to before Christmas. Currently occurs during diploma weekend.
- illicit drug use or alcohol consumption prohibited.
- U7 allowed to register til Jan 10th, made deadline Nov 15 or same as other registrations?
- under ice scheduler job description- include line on blacking out tournaments & ensuring ref coverage
- small board, do we need as many sub-committees?
- anonymous member complaint process
- players from outside the association on practice ice, leave the same or update rule?
- Coaching course reimbursement for 18+

Player Selection Committee: Joel Blanchette, Travis Eben, Lyndsay Baird, Mike Martin, Mike Seppola, Jeff Green.

Fundraising Committee: Pam Boucher, Jenn Taylor, Tracey Bonik, Nicki VonderMuhl.

Apparel Committee: Pam Boucher, Jenn Taylor, Tracey Bonik

Jersey Committee: