



## W.M.H.A. Executive Meeting

September 14, 2020

7:00PM @ Royal Canadian Legion Branch #44, Whitecourt, AB

### Minutes

#### Attendees

Paul Hiemstra  
Morgan Hogberg  
Jamie Rhynold  
Michelle Britt  
Mallary Shaw  
Rand Richards  
Kevin Potts

Natillie Quaife  
Laura Mohler  
Josh Nault  
Nathalie Black  
Ken Anderson  
Darrell Acker  
Amber Lopushinsky

Corrie Tiemstra  
Trevor Carter  
KJ Waldo  
Trevor Commet  
Darius Schmidt  
Tara Bauerschmidt  
Erica & Trevor Newhook

Kristy Tutts

1. Call to Order - Paul called to order at 7:07PM
2. Additions to Agenda
  - a. New board members  
Paul Hiemstra appointed Michelle Britt as Secretary on August 17, 2020 and appointed Kristy Tutts as Treasurer on August 14, 2020.
  - b. Coaching courses  
-Hockey Canada has link to E-hockey for online courses  
-Hoping to get someone to do in locally.
  - c. Banking for the season for all teams:  
One executive member of WMHA would work as a liaison between the Association, each team and or sub-committee (WMHA groups) and the bank. This person will be responsible for ensuring all WMHA groups have their documentation prepped in accordance with WMHA policies and procedures and bank requirements prior to forwarding to the bank. This will eliminate the rush of correspondence and intake at the bank. This process is adequately defined in the WMHA documents labeled "team instructions". The document has detailed Secretary as the WMHA contact, but that should be changed to treasurer. Rand will update policy and upload.
  - d. Viewing area discussion  
-Received a complaint from restaurant owner that WMHA members were using the restaurant space without making purchases. Paul will have a conversation with Kelly as well as Lynn at the town to find a solution.  
-At first team meetings, reiterate that Kelly does not allow outside food or drink. Encourage people to make purchases.
  - e. Ice Schedule & new procedures  
-Needed to negotiate with the Town to get ice times that would accommodate the association. Teams will need to clean high traffic areas. Info will go into manager packages.
3. Adopt Minutes from July & August 2020  
- Motion to adopt minutes by Paul from July & August 2020. Seconded by Paul. All board members were in favour.
4. Visitors & Directors
  - a. U7 Director
  - b. U9 Director  
-Request for U7 to try out for U9  
-Need coaches
  - c. U11 Director  
-Looking for head coaches  
-Two bubbles with 11/12 kids  
-Hoping that tiering will be a go or that at least players can be tiered during practices.

-Would like to give parents choice if the season ends up just being practices with no games.

d. U13 Director

e. U15 Director

-One coach possibly interested

-A few who do not want to play contact hockey

f. U18 Director

g. AA Director

-Tryouts and evaluations going really well

-Will figure out ice schedule with Jamie & Lynn

-20 games and tournament at the end of the year

-Midget tournament in Whitecourt tentatively in March

-Same practice schedule (Tuesdays/Thursdays)

-Prep skates - encouraging others to join even if not joining AA just to get out on the ice.

-Rand motioned to pay TRAC the 72 x \$165 - 1025.14 (owed from 2019-2020). All board members were in favour.

#### 5. Reports:

a. President

b. 1<sup>st</sup> VP Operations

c. 2<sup>nd</sup> VP Operations

-For 2021-2022, if a female is on the team there will need to be a female on the roster. This current year we are recommending females on all teams as well, whether as a head coach, assistant, safety or equipment manager

d. Secretary

e. Registrar

-Contacting those who need to update RIS

-Updated Registration number

U7: 57

U9: 53

U11: 46

U13: 41

U15: 38

U18: 45

f. Treasurer

-Met with Laura Davey to review financials

g. Public Relations

h. Referee in Chief

i. Game and Conduct

Rand motioned to approve reports as presented. All board members were in favour.

#### 4. Old Business

- 2019 Midget TRAC fees

-Paying from High Performance Camp funds coming from WMHA

- Conditioning Camps (Jamie & Brandee dealing with)

-One week left to go

-Ashley Shrode helping out

- Social Media Policy

-Michelle motioned to adopt Social Media Policy as presented. All board members were in favour.

- Kevin Potts update on G & C letters

-Sent 3 letters out.

- Player Movement Committee

-Player Movement Committee will work on updating player movement policy.

- Online banking/EMT

- Laura is game to provide this service at no additional charge on the following conditions:

1. The process is reviewed and approved via a motion at board level
2. The processing is through the accounting software she is using (SAGE)
3. A dual authorization process is in place – Laura prepare and file the payments and a board member would review and release.

-Kristy will follow up on dual authorization process.

## 5. New Business

### a. NAI update

-Projected that on November 16th Hockey Alberta will be part of Phase 3 start.

-Looking at pod play within your region and having a 10 game season, followed by 3 weeks of playoffs (only top 8 teams)

-Planning for provincials as long as Government of Alberta allows

-Putting onus on managers to get the game sheets in

-When entering u15 teams we need to highlight if they are contact or non contact and what tier.

-NAI provides 2 scholarships every year. We will encourage our U18 players to apply if pursuing post secondary.

-Preseason penalty minutes will not count towards suspensions in the regular season.

-Rather than suspending coaches based off penalty minutes and are going to suspend kids rather than coaches.

-Want team managers to communicate and schedule games back to back rather or to meet in the middle.

### b. Return to Play

#### i. Tiering

-U7, U9, U11 Divisions will be divided into 2 groups to make 2 cohorts.

-It really depends on evaluations to see how the players' skills. Plan is to have two top tiered teams who will be a cohort. Other two teams will be a cohort.

-If the season does not allow us to leave the community, teams will be evenly dispersed.

#### ii. Coaching

-Max 5 coaches on a roster

-Only 2-3 on a bench at a time.

-Head coaches need to be a part of the cohort so they do not have to socially distance or wear a mask.

-Assistant coaches can be a part of one cohort and not have to wear a mask.

-If you are coaching within various cohorts you must wear a mask.

-A coaching update will go to all coaches.

#### iii. COVID Screening - Travel Exemption

([www.alberta.ca/covid-19-industry-travel-exemptions.aspx](http://www.alberta.ca/covid-19-industry-travel-exemptions.aspx))

-AHS Screenings moving away from daily checklist and having a verification from parents.

-Jamie motioned to move from completing a daily COVID checklist online to a verification from parents that their child satisfies Alberta Health's Daily Checklist. All board members were in favour.

#### iv. Dressing prior to practices/games

-We will continue to work with the town and hope that it changes as we move to Phase 3.

### c. Evaluations

-Evaluators cannot be affiliated or associated with any child in that situation.

-Rand will look into a form on website for people interested in evaluators.

-Two evaluators will evaluate two groups two different nights. Teams will be made and there will be a two week quarantine period before first practice.

### d. Back to Hockey Tailgate

-Received a letter from Kelly Gray who has a company who would like to sponsor a Back to Hockey tailgate. Recommending October 1st and on. Will let Kelly decide final date.

- e. Equipment/Lockers
  - i. First Aid Kits
    - First Aid kits are expired and need to be replaced.
  - ii. Goalie Equipment
    - Will check with Jaime to see if there is goalie equipment in each locker
- f. 3/4 year old program
  - Hockey Alberta said there is no regulations or anything stopping Whitecourt from having a 3/4 program.
  - Paul will look into bringing a program for those kids to Whitecourt for the 2021-2022
- g. Financial
  - Financial Report
    - Kristy motioned to approve the report as presented. All board members were in favour.
    - Rand motioned to approve the financial report from August 9 as presented. All board members were in favour.
  - Draft Financials
    - Kevin Potts motioned to approve Draft Financials for the year ending May 31, 2020. All board members were in favour.
  - Change of Signing Authority
    - Currently WMHA has three member accounts. A separate member account was established for each of the main account, casino account and tournament account.
    - Laura spoke with Servus CU and in an effort to streamline their workload in changing WMHA signing authorities and managing WMHA bank accounts, a change to one member account would be preferred. This change would involve changing the account numbers for the casino and tournament accounts. Basically the account numbers would be the same as the main account however would be followed by an identification such as -01 Main, -04 Casino and -03 Tournament
    - Motion to change bank accounts at Servus CU to one member account instead of the three existing member accounts. Main account, Casino account and Tournament account will be housed under member number 7468697 rather than having the Casino as 7474414, tournament as 7468770 and the main as 7468697. All board members were in favour.
    - Motion to change signing authorities on WMHA member account 7468697 to any 2 of the following: *Kristy Tutts, Paul Hiemstra, Jamie Rhynold, & Mallery Shaw. All board members were in favour.*

6. Next Meeting scheduled for Wednesday, October 14 @ 7:00 Location TBD

7. Adjournment at 9:24PM

## **President Report**

- NAI season prep and AGM. Working with NAI to understand what the upcoming season is going to look like and requirements around ice scheduling and e-transfer.
- Attended virtual AMG on the 12<sup>th</sup> with 2<sup>nd</sup> VP.
- Local associations:
  - Fox Creek has no U-15 or U-18 teams and some kids will be looking to play hockey in WCT.
  - Edson – working with association on return to plan rollouts and potential cohorts if the leagues are a no go. Edson is considering hosting a U-9 house team and working with neighboring associations to see what the interest level will be.
  - Mayerthorpe – is looking for additional cohort support if the leagues are not a go. Waiting for direction from Hockey Alberta.
- Working with Hockey Alberta, Mallery and Trevor on registration, tryouts and transfers.
- Continued search of open positions, specifically player and coach development, ice scheduler and volunteer coordinator to assist Treasurer.
- Tryout prep and coordination.

## **1<sup>st</sup> VP Operations Report**

- In the process of setting up tryouts/evaluations for U13 to U18. Between Sept 28th and Oct 4th.
- Still looking for coaches for U13 to U18. Have one application for U18, Blain Hoff. Was a U15 coach last year. Both U13 and U15 directors are also looking for coaches.
- WMH conditioning camp started Sept 8th. It has been going really well.
- U13AA tryouts took place Sept 4th to 6th. Team down to 26 players.
- Would like to discuss if we can use the COVID-19 Alberta Health Daily Checklist for players and parents entering the arena.

## **2<sup>nd</sup> VP Operations Report**

- Working on tiering U11 and U9 what our plan is and the different scenarios we are expecting to see
  - Scenario 1- We move into Phase 3 and if NAI is a go we begin league play
  - Scenario 2- We are hoping we can go into POD play and begin playing other towns
  - Scenario 3- We pick a date I am thinking at the Christmas break if we do not see a path forward where we are able to play other towns then we create a house league
- Had a meeting with Directors to discuss Evaluations (the format, schedule, and how the teams will be made), we discussed the cohorts and what each of our divisions are going to look ( 2 cohorts per division)
- Working on weekly practice schedule
- Looking at what is needed for my divisions for the rest of the 2020 year regarding weekend ice times
- Are we allowing spectators in during evaluations? If not are we able to provide a livestream of each session so parents can watch via Facebook Live or something like that?
- Communicating with directors to try and find enough female coaches to have on each team in the lower divisions
- Attending the NAI AGM
- We need material for coaches to use for evaluations.

## **Secretary Report**

- Went through emails in Secretary inbox. Responded to emails from July & August that were not responded to.
- Worked on Social Media Policy & sent to Paul (included in attachments)

### **Registrar Report**

- I registered around 100 kids
- Making sure respect in sport is completed for all registered players contacting whoever needs to complete it
- Emailed registrations to Jamie and Morgan to be sent to all division directors
- Resubmitted payments that didn't go through
- Registration numbers U7-51, U9-53, U11-47, U13-41, U15-38, U18-45

### **Treasurer Report**

- Learning the ropes!
- Went through emails in Treasurer inbox and responded to necessary emails.
- Did up draft financials & 2020-2021 budget.

### **Public Relations Report**

- Updating the website and social media as new information become available.
- Work with Mallary/registrar to resolve any registration and payment issues.
- Gave Kristy the box from the past treasurer.
- Been responding to parents issues/questions as they arise and directing them to whoever can provide a resolution.
- Updated TRAC safety protocols to reflect WMH and created a WMH Covid assessment tool and emailed the parents who their athletes in conditioning camps with which groups and schedule
- Connected with Morgan and Nathalie regarding the U11 tiering letter drafting which I hope will be out this week.
- Provided all directors with log in information for the website pertaining to their division

### **Referee in Chief Report**

- We do not have to supply officials to games and scrimmages but we can if they adhere to the 50 person cohort rule.
- U9 is the only division with a change in their fees. It has gone up \$20 (total \$60). \$20 for one official, \$20 for the other official and \$20 for the shadow. I believe the novice teams will be paying for this.
- Level 3 and up officials have an online clinic sometime after thanksgiving. They are not sure with what they are doing with level 1 and 2 officials.
- All referee certification is good until January 31, 2021 when before it was December 15.
- There will not be a printed rule book, it is online and can be downloaded.
- We can have an ice session for local officials as long as they keep 6 feet.

### **Game and Conduct Report**

- Sent letters to the three individuals receiving letters.
- Had a conversation with one, and have a meeting to schedule with another.
- Prepared a spreadsheet for registrar of coaches with backcheck, and expiry dates. Will continue to update.
- Had a conversation (text) with hockey Alberta about executive members taking backcheck.
- Working on a suspension spreadsheet.
- Researching a couple of policies.

### **U7 Director**

- Received a few emails about evaluation dates and start date for season
- Sent emails about coaches
- Found 3 females to help assist on different teams

- Met with U9 & U11 directors along with Morgan to discuss upcoming season.

Discussed:

- cohorting and dividing groups in half and have 2 cohorts and rotate play after isolating for two weeks
- Having a coaches meeting during evaluations to inform of all rules and COVID procedures (ie. coaches not having to wear a mask unless they are mixing cohorts; bringing one assistant to the team)
- Evaluations: Morgan working on finding people to evaluate; 3 sessions (2 hour sessions and 1 scrimmage); parents are allowed (max 60)
- Player Selection: U7, U9 & U11 will work together; blind picks
- Return to Hockey: 2 people per family

### **U9 Director**

- Getting lots of emails about evaluation dates and start date for season
- Set up conditioning camps
- Sent out emails looking for coaches
- Talked to a few people about being evaluators
- Met with U7 & U11 directors along with Morgan to discuss upcoming season.

See above notes from U7.

- I have a request for a kid about moving up from U7 to U9.

### **U11 Director**

- Met with U7 & U9 directors along with Morgan to discuss upcoming season.

See above notes from U7.

### **U13 Director**

- No report sent

### **U15 Director**

- No report sent

### **U18 Director**

- No report sent

### **TRAC Director**

- No report sent