

**Chestermere Minor Hockey Association
Voting Member & General Board Meeting Agenda
Monday, January 17, 2022 8:00pm
Online Meeting**



**Video call link: <https://meet.google.com/fmz-ppwj-rtt>
Chestermere Recreation Centre
201 West Chestermere Drive, Chestermere, Alberta T1X 1B2**

Present: Albert Snook, David Millard, Deborah Hemsing, Denica Kapy, Edyta Baker, Erin Friesen, Gurb Tumber, Jason MacNeil, Jennifer Moore, Jeremy Schneider, Jody Sikora, Jonathan Hartney, Katie Taylor, Kerri Rae, Krista Mainprize, Nancy Gunn, Nathan Revoal, Peter Kret, Ron Molina, Shannon Peppinck, Tamara Gutierrez, Tasha Ruddell, Vanessa Bourgault.

Absent: David Gardener, Dwayne Wilson, Sabrina Green, Shane Hainstock, Stacey Sartore.

- 1. Call to order by Albert Snook (President) – 8:02pm**
- 2. Reception of visitors – None**
- 3. Approval of Agenda – Jeremy S first, Katie T second; all in favour; motion carried.**
- 4. Motion to approve December 13, 2021 Minutes – Jeremy S first, Deborah H second; all in favour; motion carried.**
- 5. Motions ([LINK TO DECISION LOG](#))**
 - **2021-12-16: Motion to continue to have the remaining 2021/2022 season General Board Meetings on the third Monday of every month at 8:00pm, either in person or online (January 17, 2022, February 21, 2022, March 21, 2022, April 18, 2022, May 25, 2022 – budget meeting).**
 - Erin F first; Jeremy S second; 9 voted yes; 0 voted no; 4 did not vote; motion carried.
 - **Motion to change the February 21st date will be changed to February 15, 2022 at 6:00pm (season planning meeting). February 21st is a holiday and is also the date of the Ironman Tournament.**
 - **Albert S first; Gurb T second; all in favour; motion carried.**
 - **2021-12-20: Motion to approve weekly cleaning of the boardroom for the remainder of the 2021/2022 season (until March 19, 2022) for a cost of \$260.00.**
 - Erin F first; Deborah H second; 8 voted yes; 0 voted no; 5 did not vote; motion carried.
 - **2021-12-31: Motion to approve the updated Policy and Procedure Manual to be effective January 1, 2022.**
 - Erin F first; Deborah H second; 11 voted yes; 0 voted no; 2 did not vote; motion carried.
 - **2021-12-31: Motion to approve the updated Evaluation Policy to be effective January 1, 2022.**
 - Erin F first; Deborah H second; 11 voted yes; 0 voted no; 2 did not vote; motion carried.

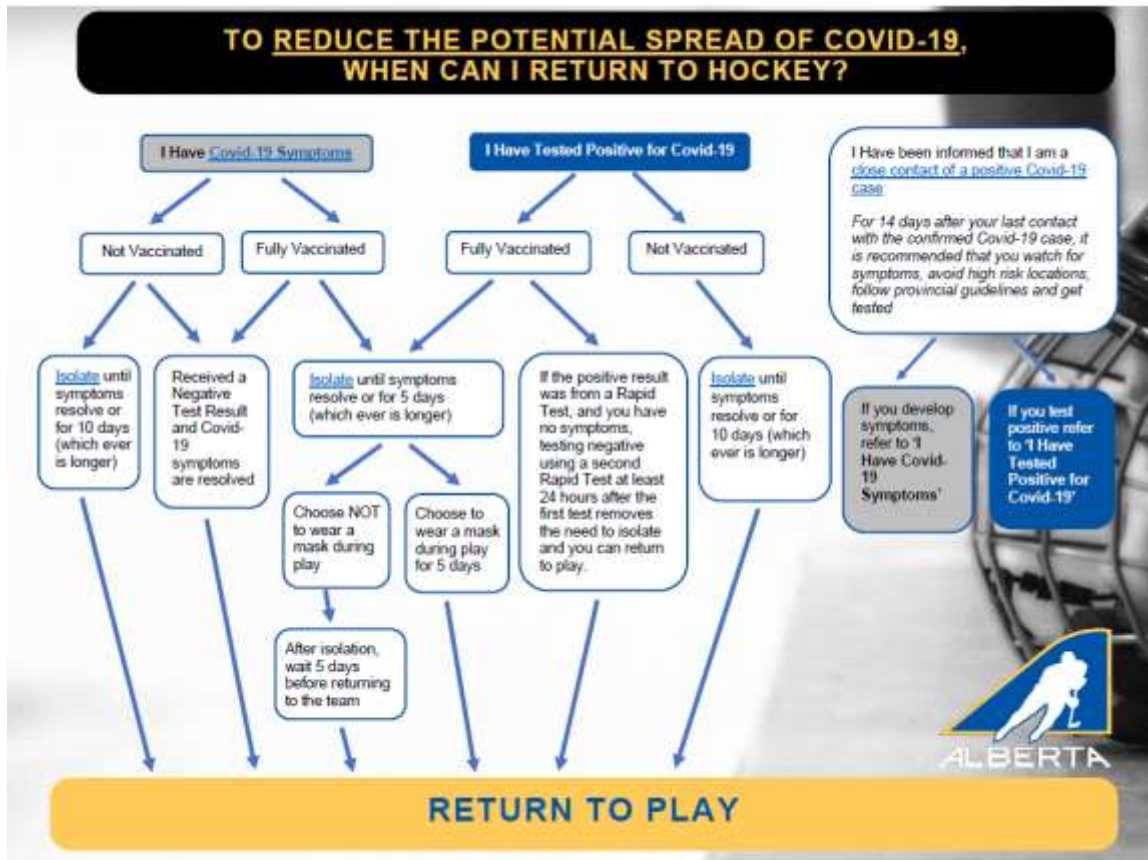
6. Action Items

Topic	Who is responsible?	Due Date / Update
Code of Conduct and Oath of Confidentiality	Missing 2	ASAP: Erin to follow up again.
IT Subcommittee	Nancy	Microsoft 365 - Fees \$567 / month Executive discussion: this price is too high. Discussion on utilizing Google Drive (which is free) – Nancy to provide training/support.
Strategy Subcommittee	Jason	On-pause for the season. Brainstorming session on February 15 th with the whole board.
Policies, Procedures & Bylaws	Katie	- Policies and Procedures Manual published 2022-01-01 - Evaluations Policy published 2022-01-01
Working Together Raffle	Tasha	Raffle complete. 7,330 tickets sold. <ul style="list-style-type: none"> • \$1,500 paid to 28 teams. • \$25,000 paid in prizes. Discussion on how to make the process better; have division coordinators collect tickets and money to assist.
Female Hockey Grant from City of Chestermere	Albert / Jason / Dave	43 registrations with a few cancellations on the day. Increase from 22 since last event. Girls from Chestermere, Strathmore, Calgary, Indus, Okotoks. SDR Academy did training (classroom, dryland and on-ice). MLA Leela Aheer & Cassie Campbell dropped puck for the two games. Lunch provided to everyone. <ul style="list-style-type: none"> • Great feedback so far from the community. • Approximate cost: \$10,000. Ron to open separate bank account for accurate reporting. Jason to provide all expenses. • Have lots of jerseys and t-shirts to do another event. <p>Next steps: plan second event for the rest of the grant money.</p>
Hockey Alberta has created a subcommittee to review the AA/AAA zones for next year.	Albert	Albert and Jason attended meeting on Jan 7 th , 2022 (Hudson Kelly with HA). CMHA submitted a proposal; Hockey Alberta is evaluating and making a recommendation in February. Recommendation to talk to the President of SCAHL, Hockey Calgary and another person from Edmonton – Denica to provide contact info to Albert/Jason.

Topic	Who is responsible?	Due Date / Update
Association survey: feedback on evaluations. <ul style="list-style-type: none"> - Adjust the policies & procedures Section 6.17 before the start of next season 	Albert, Jason, Jeremy, Dave	Survey Results Conclusion: 39 responses received with mixed results: <ul style="list-style-type: none"> - 2 responders were from U7 and not applicable 22 in favour of the speed skating. Less than 10 are heavily opposing the speed testing. The remainder seemed to be ok with it but said there needed to be improvement: <ul style="list-style-type: none"> • More instructors on the ice • Less congested for players Evaluations Policy updated 2022-01-01 Complete
Criminal Record Checks	Katie	100% Complete Discussion on ensuring confidentiality year over year since the records are valid for 3 years. Executive and HR to discuss.
Moving the RHL U18 to U15 division	Albert	Hockey Alberta denied application to move the team to U15. No further action required.
Provincials	Albert, Gulp	U13 tier 4 provincials being hosted in Sundre.
Awards Night 2022	Erin	<ul style="list-style-type: none"> • May 15th at 6:30pm. • Nominations email to be sent to coaches/manager by the end of February and due mid March. • Nancy, Jennifer, Kerri, Jason, Albert to help. • Gulp to help get audio/staging.
Volunteer Bond Update	Tamera	10 teams have provided hours to date. 5 teams completed hours (16% completion)
CRCA Membership Renewals	Edyta	As of December 2021, 218 outstanding including 21 board members. CRCA hasn't replied with updated numbers yet. <ul style="list-style-type: none"> - Single memberships available. Need 30 days as a member to participate at the CRCA AGM. No date set yet.
Fees and Registration	Edyta, Ron	44 outstanding payments; Edyta and Ron working on reconciliation required for December fees paid by e-transfer. Final payments due by March 1 st by the latest. Discussion about short handed fund and other financial assistance programs which are communicated before start of the season.

7. New Business

- Return to Play Flow Chart from Hockey Alberta



8. Questions / Comments submitted

- Concern:** will or can CMHA find a local distributor for their apparel? We have sponsors that pay for the jerseys who would like to see the team wear them for the season - especially coming on the heels of a cancelled season last year where the jerseys were bought and paid for and none of the teams got to wear them. The jerseys are a month and a half late with no confirmation when they will arrive. As it stands, the teams are concerned that they will only get 2 home games out of them.
 - Delays with jerseys – communications sent to all teams directly regarding their orders. Suppliers dealing with COVID outbreaks and complications.
 - Full RFP process was completed in 2019. New RFP will be required in 2022.
- Question:** How is the money from the U15 Tournament being split to the teams?
 - Complete; teams will be getting the money shortly.
- Comment:** Reminder of Hockey Canada playing rules with increase in COVID cases: A minimum of eight (8) skaters and one (1) goalie are required to dress for a game. Any team who is not able to ice a team under these guidelines the following will apply:
 - A forfeit will be assigned to the team failing to ice a team and will be reflected in a 1-0 loss unless the game can be rescheduled and played in 14 days of the originally scheduled game.
 - All games after February 14, 2022 will automatically result in a forfeit in order to allow playoff time frames to commence on time.
- Comment:** For SCAHL only: It is noted that in pre-season meetings discussion occurred regarding the eligible use of Affiliate Players. Please be advised of the following:
AFFILIATE PLAYERS MAY BE USED TO REPLACE INJURED AND SUSPENDED PLAYERS.
 Earlier, confusion may have existed regarding the use of affiliates to replace suspended players.



- **Question:** Who will be responsible for designing the coach and manager evaluation survey for this season? Does anyone have a copy from previous years that we can utilize as a base document? Will we be doing the incentive to complete the survey again? Previously, it was a \$50.00 credit was provided for registration next season from a draw of all questionnaires that are submitted. What is the target date for this survey?
 - Usually sent by the end of March by the Hockey Development Director. Jason will help David M to set up the questions on Survey Monkey.
- **Question:** Missed Ice: Coaches are asking about the ice time we missed out on due to Pinty's and how the Association is planning on balancing that out.
 - Extend season for the U7 group since they lost ice for CAHL tiering, U15 tournament and Pinty's; Jason/Albert/Jon to discuss then Vanessa to discuss with the coaches.
- **Comment for discussion:** U13 AA pricing and disclosure of all equipment and apparel offered and purchased through its vendors.
 - Comparison of pricing between vendors, especially in preparation for the RFP.
- **Comment for discussion:** Review of wording for CMHA members partaking in non-Hockey Canada camps, clinics and evaluation camps in the Policies and Procedures Manual.
 - Comparison

9. Motion to adjourn – Nathan R. 9:49pm.

Next Meeting: Tuesday, February 15, 2022 at 6:00pm



Submitted reports:

Reports of Officers

- A. **President, Albert Snook**, *report attached*
- B. **Vice President, Jason MacNeil**, *report attached*
- C. **Registrar, Edyta Baker**, *report attached*
- D. **Treasurer, Ron Molina**, *report attached*
- E. **Secretary, Erin Friesen**, *report attached*
- F. **League Director, Gurp Tumber**, *report attached*
- G. **Ice Director, Jonathan Hartney**, *no report*.
- H. **Operations Director, Jeremy Schneider**, *report attached*
- I. **Hockey Development Director, David Millard**, *no report*
- J. **AA Director, Denica Kapy**, *report attached*
- K. **RHL Director, Deborah Hemsing**, *report attached*
- L. **Fundraising Director, Tasha Ruddell**, *no report*
- M. **Equipment Director, Nathan Revoal**, *report attached*
- N. **Risk Management, Sabrina Green**, *no report*
- O. **Communications Coordinator, VACANT**, *no report*
- P. **Events Coordinator, VACANT**, *no report*
- Q. **Webmaster Coordinator, Nancy Gunn**, *report attached*
- R. **League Governors**, *no report*
- S. **RHL League Governor, VACANT**, *no report*
- T. **Tournament Coordinator, Stacey Sartore**, *no report*
- U. **Volunteer Bond Coordinator, Tamara Gutierrez**, *report attached*
- V. **HR and Governance Coordinator, Katie Taylor**, *report attached*.
- W. **CIRA Liaison, Shane Hainstock**, *no report*
- X. **U5/U7 Tyke/Tiny Mite Coordinator, Vanessa Bourgault**, *report attached*
- Y. **U9 Novice Coordinator, Jody Sikora**, *no report*
- Z. **U11 Atom Coordinator, Krista Mainprize**, *no report*
- AA. **U13 Peewee Coordinator, Peter Kret**, *no report*
- AB. **U15 Bantam Coordinator, Kerry Rae**, *no report*
- AC. **U18 Midget Coordinator, Jennifer Moore**, *report attached*
- AD. **U21 Junior Coordinator, Shane Hainstock**, *no report*
- AE. **U13 Pee Wee AA Coordinator, Nathan Revoal**, *no report*
- AG. **Treasurers Assistant, Shannon Peppinck**, *no report*