

**Chestermere Minor Hockey Association
Voting Member & General Board Meeting Agenda
Monday, October 17, 2022 7:00pm**



**In-Person Meeting
201 West Chestermere Drive, Chestermere, Alberta T1X 1B2**

Attendance:							
<input type="checkbox"/>	Albert Snook	<input checked="" type="checkbox"/>	Jason MacNeil	<input type="checkbox"/>	Edyta Baker	<input checked="" type="checkbox"/>	Ron Molina
<input checked="" type="checkbox"/>	Erin Friesen	<input checked="" type="checkbox"/>	Gurp Tumber	<input checked="" type="checkbox"/>	John Hawkins	<input checked="" type="checkbox"/>	David Millard
<input checked="" type="checkbox"/>	Deborah Hemsing	<input checked="" type="checkbox"/>	Katie Taylor	<input type="checkbox"/>	Jonathan Hartney	<input type="checkbox"/>	Jeremy Schneider
<input checked="" type="checkbox"/>	Vittoria Valente	<input checked="" type="checkbox"/>	Kari Grant	<input type="checkbox"/>	Mike Dunphy	<input checked="" type="checkbox"/>	Peter Kret
<input checked="" type="checkbox"/>	Angela Beer	<input checked="" type="checkbox"/>	Jennifer Moore	<input type="checkbox"/>	Shane Hainstock	<input checked="" type="checkbox"/>	Melissa From
<input type="checkbox"/>	Julie Munch	<input checked="" type="checkbox"/>	David Kidd	<input checked="" type="checkbox"/>	Nancy Gunn	<input checked="" type="checkbox"/>	Crystal Surina
<input type="checkbox"/>	Tamara Gutierrez	<input checked="" type="checkbox"/>	Joann MacNeil	<input checked="" type="checkbox"/>	Charity Potter	<input checked="" type="checkbox"/>	Rhona Scott

1. Call to order by Jason MacNeil (Vice-President) – 7:02pm

2. Reception of visitors – None.

3. Approval of Agenda

- Jason: added agenda item (under activities: First Shift Program + under new business: Female Hockey Coordinator)
- **Deborah H first, Katie Taylor second; all in favour; motion carried.**

4. Motion to approve September 19, 2022 Minutes

- **Katie T first, Deborah H second; all in favour; motion carried.**

5. Motions ([LINK TO DECISION LOG](#))

- **Motion #1: Nominate and elect Rhona Scott to the third CAHL League Governor position.**
 - Erin F first; Gurp T second; 7 voted yes; 0 voted no; 3 did not vote; motion carried.
- **Motion #2: Requirement for all CMHA volunteers (coaches, trainers, managers, board members) to sign a Code of Conduct to promote proper ethics in sport as seen in the attached document.**
 - Erin F first; Jason M second; 7 voted yes; 0 voted no; 3 did not vote; motion carried.

6. Action Items

Topic	Who is responsible?	Due Date / Update
Code of Conduct and Oath of Confidentiality	All	Required for new board members.
Respect in Sport for Leaders	All	Edyta to provide update.
Tournaments	Crystal	<p>U15 Tournament Committee Completed, Volunteers and Team Acceptances complete</p> <p>U11 Tournament Committee, Volunteers completed, first meeting date set Oct 20th for Committee, need Chair and Co Chair roles filled, and Tournament enquiries in progress/ responses for first team meeting discussion</p> <p>U7 Tournament Volunteers in progress, Chair role assigned, first meeting date set for Oct 27th</p> <p>Suggestion for next season: email set up for each division to link to Hockey Alberta; chair and co-chair to ensure continuity.</p>

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Topic	Who is responsible?	Due Date / Update
		Discussion on volunteers and ensuring we have representation from each team.
Keys for Storage Room	Deborah	75 keys were ordered. 2 keys for each team and for those that need them. <ul style="list-style-type: none"> - 6 teams have not picked up keys
Advertising with Chestermere Minor Hockey	Vittoria	Pro Hockey Life offering a punch card with 5 free skate sharpening; 15% off 3 times. <ul style="list-style-type: none"> - Vittoria picked up and distributed at Manager / Treasurer's Meeting (couple of teams have not picked up) <p>Chatter's hair cut card to be given to each player- on order and should be here in the next few weeks- \$10 off haircuts - not sure exactly how many- details to come</p> <ul style="list-style-type: none"> - Some involvement in U7 and U11 tournaments. <p>Looking for some kind of corporate sponsorship from Boston Pizza and Brewhouse - Boston Pizza willing to donate just not sure what that looks like yet- awaiting response</p> <ul style="list-style-type: none"> - Working with Brewhouse for pizza party for each team; sponsorship at tournaments. - Working with BP's – not concrete yet. - Discussion for Coach/Manager Appreciation Night. Vittoria will look at budget.
Fundraising initiatives for the season	Vittoria	Raffle box set up for October/November/December- October is live- I have sent a link to all managers to send to their teams- can we have the link sent to all members? <p>Working Together fundraiser will be in place of the Working Together raffle. There will be an expectation for each team to be involved.</p> <p>Discussion on fundraising for the association and communication.</p> <p>Vittoria will draft email; send to Executive; send to voting members for motion; must be voted on by Friday, October 21, 2022.</p>
Association Hockey Parent Party	Crystal/Vittoria	Association Parent Hockey postponed until December 2022 to maximize the success of tournament and fundraising goals. Details will follow as Vittoria and Crystal have been working diligently on this
Board Teambuilding	Deborah	How many board members are interested in getting together for crib night? We can do it in the lounge where alcohol can be provided <ul style="list-style-type: none"> - Deborah to organize for October 28, 2022
CMHA Photos with OneShot Photography	Erin	Scheduled and communicated for October 22-27, 2022
First Shift Program	Jason	Jerseys have not arrived. Dave and Jason to organize coaches; need 10. <ul style="list-style-type: none"> - Coaches have to take a course for the program. 6 sessions in January (must commit to all sessions). Ice is scheduled.

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7. New Business

- Equipment Manager: Deborah H / Jason M temporarily covering the position.
 - All teams have their jerseys except for U11. Will be arriving on Thursday Oct 13th
 - All teams have their pucks, pylons and safety bags
 - U7 is missing 3 pairs of socks for U7 green and 1 pair for U7 red. Jeremy has ordered them.
 - We need to order more large socks as well as jerseys size senior large – plan for next season.
 - 3 goalie bags have broken zippers. Can I look at having them replaced?
 - Albert/Ron to review budget.
 - We have two U9 right-handed catchers with their blockers. Should we order another set?
 - Deborah and Jason to review requirement.
 - Are we still interested in purchasing goalie gear from previous players?
 - Albert/Ron to review budget and Jason/Deborah to review requirement.
- Spotlight Grant – Applications Now Open
 - Aims to shine a light on girls, women and gender-diverse individuals who typically don't get the access, support, or funding they need to fully participate in sport and physical activity.
 - Albert to review.
- Jason proposes a new position for the board: Female Hockey Coordinator.
 - Reason: 1st team this year; want to expand the program going forward.
 - Katie to draft job profile for the position and will be motioned as soon as possible.

8. Questions / Comments submitted

- Internet for CMHA Boardroom; complaints
 - Nancy to look into the wifi.
- Question from another team; does the facility have space for gender diverse change room?
 - Question should be sent to CRCA.
- AA Room: can be used as a silent auction fundraiser in 2 weeks cycles?
 - Potential to start in November.

9. Motion to adjourn – Jason M first; Erin F second 8:19pm.

Next Meeting: November 21, 2022 - 7:00pm at the Chestermere Rec Centre
Upcoming Schedule (@ 7:00pm) <ul style="list-style-type: none">• November 21, 2022• December 12, 2022• January 16, 2023• February 21, 2023 (Tuesday)• March 20, 2023• April 17, 2023 (Budget meeting)• May 15, 2022 (AGM Prep)• June 20, 2023 (AGM)

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Submitted reports:
Reports of Officers

Position	Name	Report
President	Albert Snook	<i>no report</i>
Vice President	Jason MacNeil	<i>no report</i>
Registrar	Edyta Baker	<i>no report</i>
Treasurer	Ron Molina	<i>no report</i>
Secretary	Erin Friesen	<i>report attached</i>
CAHL League Director	Gurp Tumber	<i>no report</i>
Operations Director	John Hawkins	<i>no report</i>
Hockey Development Director	David Millard	<i>no report</i>
RHL League Director	Deborah Hemsing	<i>report attached</i>
Human Resources & Governance Director	Katie Taylor	<i>no report</i>
Ice Manager	Jonathan Hartney	<i>no report</i>
Equipment Manager	Deborah Hemsing	<i>report attached</i>
Fundraising Manager	Vittoria Valente	<i>report attached</i>
U5/U7 Coordinator	Kari Grant	<i>no report</i>
U9 Coordinator	Mike Dunphy	<i>no report</i>
U11 Coordinator	Peter Kret	<i>no report</i>
U13 Coordinator	Angela Beer	<i>no report</i>
U15 Coordinator	Peter Kret	<i>no report</i>
U18 Coordinator	Jennifer Moore	<i>no report</i>
U21 Coordinator	Shane Hainstock	<i>no report</i>
CAHL League Governor – 1	Melissa From	<i>no report</i>
CAHL League Governor – 2	Julie Munch	<i>no report</i>
CAHL League Governor – 3	Rhona Scott	<i>no report</i>
RHL League Governor	David Kidd	<i>no report</i>
IT Manager	Nancy Gunn	<i>report attached</i>
Events and Tournament Manager	Crystal Surina	<i>report attached</i>
Volunteer Bond Manager	Tamara Gutierrez	<i>report attached</i>
Communications Manager	Joann MacNeil	<i>report attached</i>
Treasurer Assistant	Charity Potter	<i>no report</i>
CIRA Liaison	Shane Hainstock	<i>no report</i>