

**Chestermere Minor Hockey Association
Voting Member & General Board Meeting Agenda
Monday, November 21, 2022 7:00pm
In-Person Meeting**

201 West Chestermere Drive, Chestermere, Alberta T1X 1B2



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

1. Call to order by Albert Snook (President) – 7:02pm

2. Reception of visitors – None.

3. Approval of Agenda

- **Edyta B first, Gurp T second; all in favour; motion carried.**

4. Motion to approve October 17, 2022 Minutes

- **Deborah H first, Edyta B second; all in favour; motion carried.**

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

- **Email Motion (2022-11-17): Motion to nominate and elect Deborah Hemsing and Jason MacNeil to the Equipment Manager position.**
 - First Erin F, Second Ron M; 9 voted yes, 0 voted no, 1 did not vote; motion carried.
 - Next steps: Nancy to redirect emails from Jeremy to Deb/Jason.
- **Motion #1: Motion to remove Shannon Peppinck as a signing authority for the CMHA's bank account effective June 21, 2022. The remaining signing authorities will be Albert Snook (President) and Ron Molina (Treasurer).**
 - Ron M first; Albert S second; 6 voted yes; 0 voted no; 4 did not vote; motion carried.

6. Action Items

Topic	Who is responsible?	Due Date / Update
Code of Conduct and Oath of Confidentiality	All	Complete
Volunteer Code of Conduct	All	1 outstanding.
Respect in Sport for Leaders	All	Approximately 50% complete; Edyta will follow up with outstanding individuals.
Tournaments	Crystal	U15 Tournament was successfully held on November 11-13, 2022. Good reviews from various teams that joined. U11 Tournament Committee; due to lack of volunteers, Vittoria and Crystal are holding the roles of chair and co-chair. Team are being selected; ice times booked. - U11AA will potentially have a separate tournament depending on team commitment. Only 4 AA teams applied and they are not interested in 1-hour games. Potentially the weekend after the U11 tournament.

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Topic	Who is responsible?	Due Date / Update
		<p>U7 Tournament Volunteers in progress, Chair role assigned, first meeting date set for Oct 27th.</p> <ul style="list-style-type: none"> o Valerie asked if future dates for this tournament can be changed as there have been comments that the tyke teams can't use the money for anything because it's late on the season. o Due to lack of ice availability, it would be very difficult to change the date.
Advertising with Chestermere Minor Hockey	Vittoria	<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.
Coach/Manager Appreciation Night	Vittoria/Crystal Dave/Jason	Vittoria will look at budget with Brewhouse. Estimated for March 2023.
Fundraising initiatives for the season	Vittoria	<p>Communication sent to association for Working Together Raffle cancellation and the requirement to participate in the monthly 50/50 Rafflebox.</p> <p>Discussion on modifying the 50/50 Rafflebox to be sorted by teams or divisions and initiatives to get better sales. For example, divisions that sell a certain threshold of tickets, their names go into a draw for free membership for next season. Potential incentives at a team level.</p> <p>Start a fundraising subcommittee. Volunteers: Crystal, Angela, Kari, Julie, Vittoria .</p>
Charity / Donation Requests	Albert	CMHA is a non-profit organization. Money vs. Time & Materials.
Association Hockey Parent Party	Crystal	Association Parent Hockey – planning for February 2023 to maximize the success of tournament and fundraising goals. Details will follow as Vittoria and Crystal have been working diligently on this. Brewhouse/golf course as the venue.
Board Teambuilding	Deborah	<p>Crib Night was held on October 28th</p> <ul style="list-style-type: none"> - 1st Winner: Erin Friesen <p>Christmas Party being planned for December 11th.</p> <ul style="list-style-type: none"> - Not many board members participating; CAHL schedule is not released for December yet.
CMHA Photos with OneShot Photography	Erin	Completed and codes distributed; reminder sent to managers to remind parents of the deadline for ordering.
2023 CMHA Float Planning	Deborah	We need to order new signage for the float. We managed to salvage what we had for this year's parade but it has since gone in the garbage. I will look options and pricing for the next budget meeting (April).
CMHA Branding	Deborah	Discussion on rules of who can use our logo for branding. No one should use our logo for personal profit.

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Topic	Who is responsible?	Due Date / Update
Equipment	Deborah	<p>Jerseys: At this time, we will not need to order youth sets for next season. We will need to order sets of senior med/large but how many is unknown at this time.</p> <p>Socks: I haven't done inventory on socks but do know we need to order more for (large 30 in.) We are out of the whites and have 5 pairs of blues left. Can I order them now or do I have to wait until the end of the season? What is my budget for this season?</p> <p>Whiteboards in Dressing Rooms: If I can't clean the white boards in the dressing rooms. We will need to order a few more. Some boards have permanent markers of them.</p>
First Shift Program (January 24th 2023)	Jason	<p>Jerseys have not arrived. Dave and Jason to organize coaches; need 10.</p> <ul style="list-style-type: none"> - Coaches have to take a course for the program. <p>6 sessions in January (must commit to all sessions). Ice is scheduled.</p>
Spotlight Grant	Albert	<p>To be completed by Female Hockey Coordinator if available. 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.</p>
Female Hockey Coordinator	Katie	<p>Katie to draft job profile for the position and will be motioned as soon as possible.</p> <p>Jason to host a meeting with all members who have a girl in hockey.</p>
AA Room	Albert	<p>Planning - used as a silent auction fundraiser in 2 weeks cycles. Potential to start in December.</p> <ul style="list-style-type: none"> - Angela B will take lead on this project.
Ice Schedule	Jon H	<p>Issues with U7 ice not being on the Master Schedule. Issues with CAHL not booking home games last weekend:</p> <ul style="list-style-type: none"> - Ice to be distributed in advance. - Gulp will discuss with CAHL. <p>Practice ice should be added to Master Schedule until the end of the season.</p>
2023 Evaluation Schedule	Jon H and John H	Must be completed in advance.
Youth Sport Committee with City	Jason	<p>Only one meeting to date. No movement. Discussion regarding letter to City of Chestermere. Send communication to association to advocate.</p>
Affiliation	Edyta	<p>U13-1, U13-2 are in tier 2 together – affiliation rules apply U15-2, U15-3 are in tier 3 together – affiliation rules apply</p>

7. New Business

- Oasis Water Cooler (water bottle filler).
 - Erin and Melissa to work to apply for some grants.
- Adrenalin gave back apparel. Deb to organize sale.

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8. Questions / Comments submitted
9. Motion to adjourn – **Albert S first; Erin F second 9:06pm.**

Next Meeting: November 21, 2022 - 7:00pm at the Chestermere Rec Centre

Upcoming Schedule (@ 7:00pm)

- | |
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| <ul style="list-style-type: none">• 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>report attached</i>
Registrar	Edyta Baker	<i>no report</i>
Treasurer	Ron Molina	<i>report attached</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>no report</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>