

# NMHA Executive Meeting Minutes

June 13, 2018 – 6:30 p.m.  
CCC – Tournament Room

## **Present:**

Todd Gimblett, President  
Frank Francella, VP of Rep Hockey  
Jack Filce, VP of House League  
Jackie Verge, OMHA Centre Contact  
Chad Stewart, Director of Administration  
David Fisher, Treasurer  
Kelly Morris, Secretary  
Darlene Heeley, Registrar  
Bill Woodman, Equipment Manager  
Will Lewis, Risk Management Officer  
Rachel Dyson, Special Events Co-ordinator

## **Regrets:**

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## **Agenda Topics:**

### **Call to Order**

The meeting was called to order at 6:30pm

Todd welcomed everyone and thanked everyone for volunteering and stepping up. Everyone introduced themselves. Jackie came in late

Todd wants to be sure that Phil Beatty Past President is thanked and wants him to know that we all are very appreciative of his volunteer service and time to the organization.

Moving forward Todd is hoping the executive can follow some terms for the committee:

Our goals and philosophy should be to operate proactively, be forward thinking, stay on task, respect each others position and to operate with the best interest of the player and the association.

### **Approval of Agenda**

Motion to approve the agenda was made by Frank and seconded by Will.

### **General discussion**

- Coach iPads have been returned and are currently being restored. Data is

erased and reset to be used by this year's teams. iPads are setup with management services to restrict how the iPads can be used. All iPads were returned with no broken screens. Some were returned missing either a charger or cable. We currently own 20.

- Electronic game sheets. The OMHA has approved Gamesheet Inc as their exclusive provider of electronic game sheets. The Lakeshore is going to use the Electronic version but it's up to the associations. Does the NMHA want to adopt and do we want to use Electronic game sheets for our HL and Tournaments? If so, additional may be required. Recommendation that we purchase protective cases for iPads to protect our investment.

- Cost per game is \$2.00 and takes about 30 seconds to setup a game. ◦

Learning curve is very minimal.

- A set-up fee for our House League and tournaments is \$250.
- Copies of the gamesheets can be distributed and downloaded.
- With electronic sheets, volunteer workload is greatly reduced.
- Company is working on a report to be launched sometime this fall for games

worked by referee.

This would be helpful with our referee payments for HL

The biggest part of discussion around the IPADS was regarding the access to them as well as how to return. Some suggestions were to have someone at the arena to pass them out or to have a slot in the door of the NMHA office put in to return them when finished. Another suggestion was to run a pilot program to see if it could work within house league maybe start in Bantam as Jack's daughter plays and he would be there to hand them out.

Another alternative would be to hire a time keeper.

- **Dress code:** Clothing committee was set-up: Rachel Dyson Chair, Bill Woodman and Jackie Verge

Do we mandate all ALL teams wear the new pant shells

The by-law passed at the AGM was not clear.

Motion all Rep teams will wear pant shell covers, excluding house league, select and goalies. Made by Frank, seconded by Rachel, unanimously passed.

- **Tournaments** – Silver Stick and Justin Williams Tournaments are currently accepting entries. Payments are coming in steadily. Arena ice is booked. Local hotel rooms for Justin Williams weekends are extremely limited. Need volunteers to join a tournament committee.

- **Office Administrator:** It was agreed that we should hire someone to help with the organizing of the office. It will be advertised on the website and facebook page.

The hiring committee will consist of Todd, Chad and David.

Resumes can be sent attention David

- **Organizational calendar** – a list of important dates to remember. These could

be OMHA, Lakeshore or NMHA related to help keep the executive on track and looking ahead. Everyone was given a list of dates. Kelly will bring them to each meeting and will also see about putting them in the email calendar.

• **Lakeshore League meetings.** Each month the Lakeshore League conducts monthly meetings, normally held the first Thursday of each month in Clarington at the South Courtice area. Expectation is that each association has a representative present. This can be the President, VP Rep, OMHA Centre Contact or Ice Scheduler. The person attending reports back to our Executive. Next meeting is scheduled for August 1.

### **5. Special Events (Rachel)**

Rachel has booked us a spot in the Cobourg and Port Hope Canada Day parades. She will not be able to attend and is hoping someone from the executive will help out at each event.

Chad mentioned he may be able to help with a flat bed for each parade.

Todd asked if we had banners to use for this, the answer was we don't think so.

Motion was made to allow up to \$1000 for reusable banners for Canada Day and beyond. Made by Rachel seconded by Will unanimously passed.

Rachel would like to do another equipment swap after Registration.

She would like to do Pink in the Rink again as well. We should try to get more outside teams to join with this event.

David mentioned we should do a sponsor appreciation day.

Vip area

light snacks

puck drop

name on screen

All would be done at a low cost.

Frank mentioned Purple Tie a Domestic Violence awareness campaign. He will bring more info next meeting.

It was agreed that moving forward we will have 2 banquets, 1 for house league and 1 for Rep teams.

We will create 2 banquet committees

Rep will include Rep team managers

House league will include Jack and Jackie

### **6. House League (Jack)**

Todd mentioned he would like to see our select program improved. He thought maybe a coach selection ahead of time to get things rolling sooner. Jack added that Jodi Metcalf was interested in being Select Coordinator again this year and with a year under her belt she may have some ideas. We could use the website to get coaches early on.

Rachel asked about Local League Todd said OMHA doesn't allow AA centres to participate.

- Separate dressing rooms for female players/gender neutral we will get a magnet for the dressing room. There are some conflicting policies that need to be looked at before the season starts.

Dave mentioned that the IP teams played a lot of late time slots last year and requested to see if we could have it changed to Saturday and Sunday instead.

Rep tournaments caused some grief last year for house league teams as they assumed they were losing ice time to rep teams. That is not actually the case. The rep tournaments are factored into the house league schedule and into the 40 hours of ice that house league is entitled to. It was recommended that if we could as a nice gesture find some ice elsewhere to accommodate the house league teams.

There was discussion on how ice was booked and how blocks of ice are designated to local user groups. We are going to try and speak with the person in charge to see how we can better accommodate all groups and not have un-used ice (by other groups)

Jack requested to have house league evaluations done at the CCC. It is easier on everyone. There isn't much room at memorial and the coaches don't have an area to select the teams. We will look into booking them at the CCC instead.

Rachel asked if we had ever gotten an extra set of bumper pads for the cross ice programs. The answer is no, and there is no where to store them at Jack Burger. Memorial does have another room to store them.

## **7. Rep Hockey (Frank)**

- Manager's meeting has been decided for June 28 6pm  
Coaches meeting June 27 6pm

As tryouts Frank is looking after it. Frank is going to see if there is enough interest for a Minor Atom AE team.

Coaching Selection: Frank would like to see some transparency in coach selection and coach selection committee.

Todd mentioned that we can take a look at the by-law and make changes via a letter of understanding and clarify as a group.

Frank needs the email addresses of all REP coaches – they may be in the website but if someone has them please forward to Frank

#### **8. OMHA (Jackie)**

Jackie is going to check into her new email and find the info for the OMHA and Hockey Canada.

Cathy Baker Bell is the NEW OMHA Regional Director.

Marilyn Newstead said any questions to call OMHA they are happy to help!

Jackie will coordinate with Frank to see who is on Bench staff and rosters for Rep.

Jen will give Jackie the offers of commitment.

#### **9. Financial (David)**

David passed around a deposit sheet to show where the \$3000 was deposited into the wrong account at the bank by the bank teller. He has since taken additional steps to avoid this happening in the future.

He had no idea there was outstanding Sponsor money. He has a list and will chase those people down.

As for Rep budgets David suggests that Rep teams pay the Association for the Ice time only. Registration payments (\$475) made by players will be awarded to the team as a credit. Ref fees will be paid by the team. This will allow parents to see a detailed plan and where their money goes.

David will email a budget for each group.

David will attend the Manager meeting to discuss this

David will send a letter of understanding through that we are going to switch to a new model of payment.

Jane Lakatos reconciles monthly and is able to process electronic transfers this makes for easy payments. Partnering with Jane makes for a smooth annual audit. Using Jane has made it easier for the treasurer and also ensures we have a third party to answer to.

Jack asked about a debit machine for registrations etc. David will look into costs etc.

Maybe look at changing payment options for next years registration.

#### **10. Risk Management (Will) •**

Will will look at booking an in house date for police checks.

Will will print a report to see who has a police check

Dave asked about online police checks, Will will look into it.

We need to get police checks started before the season begins.

We need to have 100% compliance on this.

Keys for the office need to be returned.  
Todd asked that Executive sends in Police Checks.

### **11. Registration (Darlene)**

- In-person registration dates July 23 and 30 in Cobourg July 26 Port Hope from 6pm-8pm

2 people needed maybe Michelle Adamson will help. Use of Tournament room is free at CCC.

Todd would like to see the registration numbers increase for house league.  
We need to promote our Association and our low fees  
Maybe road signs, newspaper ads ,school visits.  
Chad may have a marketing person that could take a look for us.

Motion to budget for \$5000 to be used on marketing and advertising made by Todd seconded by Will unanimously passed.

We need to let people know about First Shift and that there is \$100 discount if you sign up for hockey after. We need to show people that hockey is affordable.

### **12. Equipment (Bill)**

Jerseys were sent to Home 2 Home for cleaning at a cost of \$1.85 a lb wich is a huge savings.

Bill will inventory the shirts and see what is needed.

Tender has expired with Sommervilles and Todd suggests that we not tender again but quote from everyone (Play it Again, Sommervilles)

Old and un-useable jerseys can be donated or tossed (recycle)  
We should hold on to some for evaluations

Ap Jerseys for each team will be discussed at next meeting.

There is a lot of goalie equipment missing.

There is a grant on the OMHA website Bill will look into.

Bill will order more pylons and pucks for the teams. It was asked that we buy heavier duty pylons with rubber bottoms and that we allow each team more than 10 pucks each. If possible ask the arena for the paint cans to put them in. Bill will see about getting some game pucks made for the Rep/Select teams with logo that will last.

### **13. Administration (Chad)**

Todd will send Chad a list of current sponsors and Chad will move forward with request letters and renewals. He will also ask if the sponsor wants to stay with that team or move.

All fundraising approvals will go through Chad. Todd created a list and there may be one already on the website. Any events that involve lottery, or alcohol must be approved by executive.

Chad regrets he will not be at the next meeting.

### **17. Other Business**

Todd nominates Steve Gallagher for Sr. Referee in Chief for Rep  
Seconded by Frank, unanimously passed.

Jr. Ref will be discussed at next meeting.

Todd nominates Michelle Brown for Communications  
Seconded by Jackie, unanimously passed.

Discussion took place about another appointee and further information is required before making an informed decision.

Chad mentioned Andrew Cullen would also be interested in the position for Development.

**Meeting was adjourned at 9:58pm**

***Next meeting is Wednesday, July 11th at 6:30 p.m.***