

NMHA Executive Meeting Minutes

Special Meeting

November 3rd, 2019 – 6:00 p.m.

Tournament Room

Present: Bill Woodman President, Derek Munroe VP of Rep Hockey, Chad Stewart Director of Administration, Lynn Marie Brocanier Treasurer, Michelle Brown Communications Officer, Jen Lean Gadbois Risk Management Officer, Mark Rice Ice Scheduler, Renee Cameron Secretary, Kelly Morris Registrar, Bob Harper Equipment Manager, Kim Caletti Special Events, Jennifer Barlow OMHA Centre Contact, VP of House League Jodi Metcalf

Absent: Adam Holzmann Director of Development

Meeting Topics:

Call to Order

The meeting was called to order at 6:00 p.m.

Approval of Agenda. Motion to approve minutes was made by Bill and seconded by Chad, unanimously passed.

1. **President-Bill** made the motion to approve Kirk Fudge as Select Coordinator and seconded by Kelly. The motion was unanimously approved. The executive discussed that the process needs to get followed as in the by-laws we must vote for a select coordinator and coaches. This was not done when Chris Littlechild resigned and should have been done before letting teams get set-up after the coach interviews. The executive discussion set up parameters for all Select Teams that includes having Jodi Metcalf follow-up with messaging to each team about:
 - a. Each team books their own ice. Mark will keep track of their ice and share with Lynn Marie to invoice them for NMHA ice times.
 - b. All fundraising must get approved by Chad Director of Administrator before starting it.
 - c. All budgets must get sent to our treasurer Lynn Marie so that teams can get a letter to set-up a bank account. In the past, the VP of House League would send a letter to set up bank accounts but this leaves unchecked teams that should get reviewed by a treasurer. They must follow NMHA banking rules and have 2 on the account.
 - d. Kirk Fudge needs to get sent his role description from our By-Laws.
 - e. A meeting must get held with the Select Coordinator and coaches to outline their roles and all of the above points.

A motion was made by Bill to approve the following Select Head Coaches: Atom- Mike Smith, Peewee-Mark McDermott, Bantam- Wayne Mahaffy and Midget- Dave Slessor. It was seconded by Derek and unanimously approved. The executive discussed that only coaches and bench staff with Police Checks and a completed Rowan's Law would be allowed on their next scheduled ice time.

Adjournment Meeting was adjourned at 6:49pm. **The next meeting is Tues. Nov. 12th, 2019 at 6:30 pm at the CCC- Tournament Room.**