

NMHA Board Meeting Minutes

March 21, 2016 – 6:30 pm
CCC Office

Attendees:

Christian Eriksson, President
Mike Dahle, VP of Rep Hockey
Matt McKeen, VP of House League
April Kimmett, Secretary
Glenn Dees, Treasurer
Ryan Mullins, Director of Hockey Development
Lisa Filce, Registrar
Jane Mullins, Office Administration

Regrets:

Phil Beatty, Past President
Fraser Adamson, Director of Administration

Agenda Topics:

Call to Order

Meeting was called to order at 6:39 p.m.

Approval of January 25, 2016 Board Meeting Minutes

Motion *“to accept minutes of January 25, 2016 meeting”* made by Matt, seconded by Lisa, passed.

Approval of Agenda

Motion *“to approve the agenda with the addition of the awards and banners”* made by Lisa, seconded by Mike, passed.

House League report

Matt reported that the reconciliation for the tournament is done, will forward to Glenn and Jane.

Most of the jerseys are back, but still waiting for some full sets to be returned. There are a few left over medals, can be used next year.

OMHA report

Mike reported tryouts are upcoming. We had to make some adjustments to be more in line with other centres, as our AA tryouts were more extended than others. They will run exhibition games after 1 session, but each kid has to be on ice 3 times before any cuts, rather than no exhibition games before 3 sessions.

Some parents were asking Rachel about getting their refunds earlier. She will be making a motion at the next Executive meeting.

A couple of applicants for AE coaches have come in online.

Christian advised that Cobourg has a by-law that only allows banners for championship or international banner. Port Hope doesn't have the same by-law. Shelley got some quotes to do banners. It would be nice to have for the banquet for the kids. It was decided that we should recognize Lakeshore winners as well. Motion *"to approve LB Graphics to produce the Lakeshore and OMHA banners"* made by Christian, seconded by Mike, unanimously passed.

Financial report

Glenn asked if we would want to change the deadline dates for team budgets and give out the left over funds. Glenn asked if it is a reasonable expectation to have a statement with zero balance by middle of April. Will be discussed at the next Executive meeting. We also had talked about moving the date back from Dec. 1st to an earlier date for when NMHA team fees are due.

Glenn raised that there doesn't seem to be a formal governance for fundraising. There should be a team meeting to determine how funds are going to be allocated, etc at the beginning of the season.

Glenn feels it may be helpful to have Wendy from Bingo come to an upcoming meeting to discuss the guidelines. He will ask her for the April 11th Executive meeting.

Glenn will organize another budget meeting to finalize for approval.

Registration

On April 14th, Lisa and Shelley will do registration for new members and to buy passports. Some have sent emails asking if they could register on that date for next year as well. Lisa indicated it should be clear that refunds will not be issued until October 1st. She will try to open online registration for April 1st.

Motion “to add refunds may require three weeks to be processed after October 1st to section 2.22 of the Manual of Operations”, made by Lisa, seconded by Matt, passed. April will send to Todd to post on the website as a Letter of Understanding until the AGM.

Lisa asked if we should change the requirements to require registrants to show proof of address and Respect in Sport. It was decided it was too difficult to do with online registration.

Motion “to change the wording of section of 2.15 of Refunds in the Manual of Operations to read – refunds for House League players will be based on the percentages below from the start of the first House League evaluation skate. For Rep, it is based on the first official team practice. Refunds will be processed by up to 30 days = 90%, 31-60 days = 75%, 61-90 days = 50%, and no refunds after 90 days” made by Lisa, seconded by Glenn, passed. April will send to Todd to post on the website as a Letter of Understanding until the AGM.

Development

Ryan asked about the development providers, will be discussed at the Executive meeting.

New Business

Paid Ice Scheduler – Lisa has looked into other centres of similar size and some pay, this may be an idea given the size of the job. She will ask to other associations to gather more info about rate of pay, job descriptions, etc. Lisa will prepare a by-law change to be submitted for the AGM.

Passports - Jane wanted to clarify if the passports need to be inputted to check in/tracked to have a master list. Jane will receive the Paypal passports, will forward to Mike.

Subsidy Policy - Lisa presented the proposed Subsidy Policy. There was discussion about how to manage equipment that we would buy, does it belong to NMHA or the child who it was bought for. Motion “to approve the Subsidy Policy with section (e) being removed to read as follows:

Purpose:

Northumberland Minor Hockey, a not for profit organization, recognizes that there are financial barriers for some families to register their child(ren) for a hockey program. NMHA offers a subsidy policy to make hockey accessible for all.

The subsidy policy is for base fees only and does not include fees for representative hockey or select hockey programs.

Applicants must be eligible to play for the NMHA by address and provide the proper

NMHA registration form with required documents such as Birth Certificate, proof of address and Respect in Sport Certificate and subsidy assistance form.

Procedures:

- A. *Applicants must first apply to the local chapter of Jumpstart and/or Kidsport. If approved by these organizations for partial assistance, the NMHA will then assist with subsidy for part of the remaining fees. If the applicant is approved but the local chapter's funds have been depleted, the NMHA will subsidize a larger portion of the hockey base fees.*
- B. *Maximum assistance per applicant (per child) will be \$350 with the applicant paying the remaining portion (payment plans can be arranged with the registrar but payment plan not to extend past December 1 of the season registering for). I.e. Child receives \$200 from Jumpstart, NMHA will then subsidize \$150 with the parent paying the remaining portion of fees. Child receives no funding from Jumpstart, NMHA covers \$350 with parent paying remaining portion.*
- C. *All applicants will be dealt with in a confidential manner on a case by case basis by the Registrar and reviewed with the President and Treasurer.*
- D. *Failure to follow payment plan, may result in disqualification of subsidy approval.*
- E. *Applicants will be notified within 2 weeks (14 days) from application submission on status of subsidy approval."*

Made by Lisa, seconded by Mike, passed. April will send to Todd to post on the website as a Letter of Understanding until the AGM.

Awards – Ryan got all the Prestige stuff ready to go, trophies named after what had been previously decided. Some teams have asked about doing medals for their own hockey team. We have some extras, we can give them to a team if requested.

Adjournment

Motion *"To adjourn the meeting"*, made by Lisa, seconded by Mike, passed, meeting adjourned at 8:33 p.m.