

# **NMHA Executive Meeting Minutes**

May 28, 2017 at 7:30 p.m.  
CCC – Tournament room, Cobourg

## **Present:**

Phil Beatty, President  
Wayne Mahaffy, VP of Rep Hockey  
Jack Filce, VP of House League  
Dan Peters, Risk Management Officer  
Ryan Mullins, Director of Hockey Development  
Matt McKeen, Director of Administration  
Jennifer Barlow, OMHA Centre Contact  
April Kimmett, Secretary  
Michelle Adamson, Registrar  
Michelle Brown, Communications  
Shelley Henderson, Ice Scheduler  
Will Lewis, Equipment Manager  
Rachel Dyson, Special Events Coordinator  
Jane Mullins, Office Administration

## **Regrets:**

David Fisher, Treasurer

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## **Agenda Topics:**

### **Call to Order**

Meeting was called to order at 7:30 p.m.

### **Introductions**

Prior to introductions, Ryan and Jane advised that there was no nomination form submitted for Jennifer Barlow, so she may not be able to hold her position. April indicated this is a mistake, and showed the emailed nomination form that was signed by the member who nominated her. April emailed it to Phil and Jane to be filed with the other forms.

Round table introductions were made.

### **Tournaments**

Phil indicated he received an email today sanctioning the Silver Stick tournament, Todd

Gimblett and Fraser Adamson will be running it. Ryan was asking who is running the Justin Williams tournaments. There will be a committee made to organize the tournaments. The ice has all been blocked off for the tournaments. Phil will get the list from Todd of what teams have already registered.

## **Registration**

Michelle indicated that she and Jane have met to go over registration matters. She needs to have access to Hockey Canada, which likely will be given tomorrow. She has a number of registration forms to input.

## **Risk Management**

Dan indicated that each year there is some improvement in compliance with volunteers submitting criminal record checks. Last year, there was good compliance from the Rep teams. House League compliance continues to be the biggest issue and there is a poor rate of compliance. It was discussed that a team should not be rostered if criminal checks have not been handed in.

There needs to be an updated letter for volunteers for the upcoming year to be able to bring to the police to get their check completed.

The locked mailbox is ready to be installed, which will allow for more secure location for people to leave criminal checks for Dan.

Motion *"to form the Disciplinary Committee for the upcoming year with the members being the Risk Management Officer, VP of Rep Hockey and VP of House League"* made by Dan, seconded by Michelle A, passed.

## **Equipment**

Will has not had the opportunity to check the equipment locker yet. He will get the equipment list from Ian. There are some jerseys still at the dry cleaners. It was suggested that he check with Tim Hortons about ordering the new ones for the IP level this year.

## **Ice Scheduling**

Shelley has reviewed all the ice from last year. She confirmed that Rep teams Peewee and up get 120 hours of ice, and MD7/Novice get 100 hours of ice. Ryan indicated there will be 2 development sessions in August and 2 in September. Rep teams will start the week of August 14<sup>th</sup>. Shelley will confirm the time frame to give back ice at each rink.

## **Communications**

Michelle confirmed that everyone received their log in information for the new emails. She asked for anyone to let her know if there is an issue with synching to phones, or other issues and she will help. She sent Shelley the link to log on to the website so she can update games.

## **Development**

Ryan reported that he has appointed Jason Brown as Head Trainer for this upcoming season. Motion *“if expenses are incurred by Jason Brown for attending the OMHA AGM, the NMHA will reimburse him”* made by Ryan, seconded by Michelle A, passed.

Ryan has emailed Shelley to get time set up for Dan and Spike for Development sessions. The House League development sessions were not well attended, so the decision remains that the sessions will be for Rep only.

There was some discussion around offering a First Aid course to trainers if there is interest. The minimum certification for Trainers is a 4 hour online course, so there may be Trainers interested in further training and there are NMHA members who are certified instructors.

## **Special Events**

Rachel had some questions about the First Shift. Ryan will provide her with the information package and she will then start to work on this and gather volunteers.

Rachel would like to organize a trade and share equipment day. She will look into dates and location further. Any leftover equipment could be donated.

## **New Business**

Bingo – There are Bingos held through the summer, Wendy will give Wayne the list. Wayne will have team managers send their team lists in, so that Wendy can confirm they are bona fide members.

OMHA AGM Motion – Shelley advised that there is a motion for the OMHA AGM regarding NRP players being able to go to a lower level centre once cut.

AGM Amendments – Ryan asked for the approved amendments from the AGM. April will send out.

Sr IP program ice time – Ryan suggested that the Sr IP ice times only be out of the CCC as much as possible as this is the location that can store the cross ice equipment. Harry has agreed that it can be stored at the CCC.

Coach Rebates – Jane asked for a deadline of December 31<sup>st</sup> for submissions for coach rebates, as they frequently come in much later than that. Ryan will draw up a procedure/Letter of Understanding regarding this.

Motion *“to approve Steve Gallagher as Sr Referee in Chief for the upcoming year”* made by Ryan, seconded by Matt, passed.

Motion *“to approve Phil Willilams as Jr Referee in Chief for the upcoming year”* made by Matt, seconded by Wayne, passed.

Motion *“to approve Jodi Metcalfe as Select Coordinator for the upcoming year”* made by Matt, seconded by Rachel, passed.

## **Adjournment**

Motion *“to adjourn the meeting”* made by Matt, seconded by Wayne. The meeting was adjourned at 9 p.m.

**Next meeting is Sunday, June 25<sup>th</sup> at 7 p.m.**