

NMHA Executive Meeting Minutes

November 5, 2017 at 9 a.m.
CCC – Tournament room, Cobourg

Present:

Phil Beatty, President
Wayne Mahaffy, VP of Rep Hockey
Jack Filce, VP of House League
David Fisher, Treasurer
Dan Peters, Risk Management Officer
Ryan Mullins, Director of Hockey Development
Jennifer Barlow, OMHA Centre Contact
April Kimmett, Secretary
Michelle Adamson, Registrar
Will Lewis, Equipment Manager
Rachel Dyson, Special Events Coordinator

Regrets:

Christian Eriksson, Past President
Matt McKeen, Director of Administration
Shelley Henderson, Ice Scheduler
Michelle Brown, Communications

Agenda Topics:

Call to Order

Meeting was called to order at 9:05 a.m.

Approval of Executive Meeting Minutes

Motion *“to approve minutes from September 24th meeting with the addition that ‘Michelle B left the meeting prior to the vote’”* made by Wayne, seconded by Dan, unanimously passed.

Approval of Agenda

Motion *“to approve the agenda”* made by Michelle A, seconded by Jennifer, unanimously passed.

House League report

Motion “*to accept the Letter of Understanding for Rostered Select*” made by Jack, seconded by Rachel, unanimously passed.

Jack advised still working on getting everyone’s credentials submitted. Jen and Michelle A are trying to deal with the Midget ones who have mostly submitted but not showing up for some reason. There are some glitches in the systems, so they are working on getting it sorted out.

Jack has given a hard deadline for criminal checks and gender course to be completed or games will be cancelled. Some have been coming in, but still several outstanding.

There are a bunch of cheques for the House League tournament, Jack is waiting for replies from some convenors. Jack will email them again to advise they need to send their list in ASAP.

Junior IP convenor was asking about getting the warm up suits for the coaches. Phil asked Jack to get a list of the coaches and will discuss from there.

OMHA/AA/AE report

Wayne advised – some teams have players who have been hurt, so rosters need to be approved for APs to go.

There has been an issue raised with one of the coaches, with some complaints about racking up the scores, unequal ice time. The parent liaison rep called a meeting to discuss these issues, and there seems to be an improvement after the meeting. Wayne contacted Jeff Snyder, if more than 10 goals scored against a team, there used to be a form to provide further details about this. Jennifer has advised that this has been raised at Lakeshore meetings.

Jennifer reported that at the Lakeshore meeting, it was raised that there were games with scores being submitted with more than a 10 goal spread.

Ryan discussed that the reality is that when kids are participating in the extra development, extra time spent in hockey related activities, the difference can be noticeable between those kids and those who don’t do those additional activities.

Wayne raised the 120 hours of ice time that keeps coming up, he has asked Shelley to review the ice times for the last two years, there are only two teams who have hit that amount. The only team that is short for 10 hours is Novice AA team. As part of the rep fees, ice times are included. How ice time is defined has been an ongoing discussion. If there were some guidelines, such as having 120 hours allocated at the beginning of the year between September to April.

Jennifer indicated that she has attended the OMHA meetings, with some items coming from those meetings –

- Next year, APs will be unlimited for AA for Peewee and above
- Match penalties – they can practice but can't play at all, count the days and do the day after, it doesn't care if players go into the dressing rooms if suspended, but if a coaching staff is suspended, they can't
- Applications to play up need to go to Sue
- Want associations to be watching the accumulating penalties and suspensions, and if coaches are getting suspended more than once, the association should look into more
- MD7 will likely have modified ice next year

It was also discussed that another association has been having issues with the CRA, they have been fined for not providing all the SIN numbers for refs – HL side ref money comes directly from association. This can create some issues with refs continuing.

Financial report

David reported that he continues to work through payment systems, he is going to run a cheque run biweekly. He is working with Jane Lakatos, and can do the cheque run, the charge is \$42/hour, so will likely be about \$1800. However, this cost will be offset by not using the financial software, will be doing less cheques so the cost of writing so many cheques reduced, among other things. She can then reconcile on a monthly basis, and David can then give a monthly report at Executive meetings. There may be no new costs, or minimal by the things being offset by the other.

Bumper pads – Ryan got quotes for new ones. David indicated that in a few years we will need more as the bumper pads will be required for up to Novice, and we should discuss further how to get more for the other locations.

Risk Management

Dan will talk to Jack to get a more updated list about who is still missing criminal checks on the House League side. Midget has been given an extra week to submit, as they start a week late.

Rachel asked if minor helpers need a police check - the age is 16 years to get police check and they have to have Speak Out, helpers have to be 2 years older than the kids they are helping, if they aren't part of the association need insurance, if part of the association could be helping.

Registration

Michelle A has found a bunch of people in the system who have addresses that have changed, or have multiple addresses, so she has emailed the parents to confirm their correct address and provide some sort of proof of address.

Administration

Matt was absent, but sent an email regarding the Office Administrator position –

The only thing I had of any significance was that we need to replace our Office Administrator. I believe this opening gives us the opportunity to enlarge the scope of the position. The job description as defined in the constitution is as follows:

- a) reconcile all invoices with receipts and ensure payment are made in a timely fashion
- b) be responsible for receiving a completed game list on a per referee basis from the Referee in Chief(s) for bi weekly payment of the referees;
- c) be responsible for receiving a completed game list on a per timekeeper basis from the Timekeeper in Chief(s) for bi weekly payment of the timekeepers;
- d) assist Treasurer in preparing financial reports;
- e) secure sponsorship
- f) carry out day-to-day banking of the NMHA
- g) be responsible for receiving and distributing all correspondence received by the NMHA;
- h) maintain the membership list referred to in Section 6.2;
- i) reconcile referee payments given to team managers and HL Conveyors.
- j) carry out duties assigned by the Board, the executive or the President.
- k) shall be available to assist the Executive Committee Members

I believe this position could also cover off the duties of the registrar, equipment manager and ice scheduler. In order to do this the hours required per week would have to be enlarged during the start of the season and at key points throughout the season.

Just my thoughts to add to the discussion, however I believe that we need to move forward with filling the position regardless of whether we expand the position or not. As such I will table the motion:

The office administrator position needs to be filled forthwith. Advertising to fill the position will begin immediately. The applicant closing date will be 19 Nov 17 with candidate selection shortlisted by the three positions responsible for the positional review. The applicant short list will be presented to the executive for discussion and determination at the next regular executive meeting.

Development

Ryan had nothing to report.

Equipment

Will advised the lock up in Port Hope is all cleared out. He has been talking to a guy in Millbrook about their jerseys, will talk to them about the price. Every year, we fight to get the HL jerseys back, may make sense to provide jerseys and socks that kids keep each year – there is an RFQ due this year, so can be decided later.

Ice Scheduling

Shelley was absent. Wayne indicated we need to reopen the discussion about giving back ice, if teams don't want or need.

Communications

Michelle B was not present, nothing put forward to report.

Special Events

Rachel Jan 20th – Peterborough Petes wants to have an association night – will have a designated seating area, will announce NMHA is there.

Banquet – Rachel is asking people to email her their thoughts about the banquet. Some discussion ensued around how this gets structured, is it just for prestige award winners, volunteer appreciation. Rostered coaches/bench staff

New Business

Jack raised the Rostered Select home tournament – it was decided that we will not do a home tournament this year. However, for next year we will look at establishing a weekend that doesn't conflict with other large Select tournaments.

There was some discussion around Bingo – will be discussed at another meeting

Before a meeting, if someone has an item, try to email before so people can review prior to meetings in order to use time more effectively in the meetings.

Adjournment

Motion "*to adjourn the meeting*" made by Jack, seconded by Wayne, unanimously passed. The meeting was adjourned at 11:30 a.m.

Next meeting is Sunday, December 10th at 9 a.m.