



CDMHA Board October Meeting Report: November 7, 2016

Present: Jamie McMaster, Chris Daye, Kim Powell, Chuck Cooper, Kent Chapman, Lisa Friscolanti, Leanne Tinebra, Dave Pickering, John Kichinko, Jason Clarke, Mike Kichinko, Rod Green, Kevin MacQueen, Brent Fehrman, Rob Leary, Traciann Fisher, Jeff MacDonald

Regrets: Don Sauve, Connie Scott

Absent: Paul Makey

Late: Heather Letendre (Development)

Left Early: Jeff MacDonald (game)

Members:

Meeting Called to Order: 6: 30 pm

Meeting Chair & Time Keeper: Jamie McMaster

Agenda & Meeting Minutes:

- **Motion** to accept November 2016 meeting agenda by; Rod Green
Seconded by; Leanne Tinebra
Motion Carried.
- **Motion** to accept October 2016 meeting minutes by; Jason Clarke
Seconded by; Kevin MacQueen
Motion Carried.
 - Errors and Omission:
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Reports:

Ice Scheduler's Report – John:

- LL Full Ice Practices - all teams have been scheduled for at least 2 full ice practices before Christmas
- Ice Allocation by teams - no issues
- TBS Games: Local League(2) - Away(2) Rep/AE(1) - Away(1)
- Hockey Canada Clinic - status?? – It's a go, will be posted on the website
- Local League Finals - Ice on hold for April 1 for 8am-3pm on Clark & 8:30am-3:30pm on Almas
- Please ask teams if they would like a practice between 27 – 30 Dec 2016

Registrar's Report – Mike:

- Registration is still open
- Tyke teams will require an official roster, coaches need certification
- Please remind teams to complete the entire AP form correctly as it will assist the Registrar with getting timely returns

VP of Rep/AE Report – Kevin:

- No Report Issued

VP of Local League Report – Rod:

- Oh Canada will be played at the start of every game on 11 Nov 2016 to recognize Remembrance Day. Traciann will organize this with Connie for the timekeepers.

Tyke Convenor/Coordinator Report – Leanne/Brent:

- Proposal for Toques for Christmas presents for Tyke players. Hats will be purchased as Christmas gifts for the Tyke teams from Lawrence Sports (as they are a sponsor of our organization).
- There are 4 goalies in Tyke who have registered. Brent made a motion to accept Jacob Dolan, Justin Gibson, Griffin Hanks and Spencer Samson for participation in CDMHA goalie development reimbursements. Seconded by Jeff MacDonald. Motion Carried.

Equipment Manager's Report – Lisa:

- Lisa would like to get Board approval or suggestions with regards to the catered lunch for the Hockey Canada Skills Development. The children do not love the Pita Pit since it's pre-made wraps. The lunch for the adults will be from the Pita Pit and Lisa will get some prices from Wiggies for pizza for the kids (as he is a sponsor of our organization).
- There are three boxes of water bottles in the cage that Lisa will give to the Tykes.
- Lisa will follow up as the association requires more pucks.

Treasurer's Report – Jeff:

- Financial Reports (Appendix A)
- Jeff and Mike will look into the discrepancies on the attached report
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Website – Chris:

- Tyke select team used the online release and it was successful
- The convenor of each level should be posting the scores at the end of each home game

Challenge Cup – Paul:

- Paul will e-mail a report due to absence

VP of Business Report – Rob:

- Rob will pursue the sponsorship requirements from Wiggies
- The sponsorship money covered so far this year does not cover the cost of the jerseys, but the intent was to stop the barrage of teams going to local businesses; the feedback has so far been good from the local business; this does not include the Dodge, McDonald's or Tim Hortons at this time.
- Rob will look into and provide discussion points on Rep fees for the next year in order to cover costs better

President's Report – Jamie:

- Referee Payments – there has been multiple discussions with referees regarding payments as we are a volunteer organization and we are spending a lot of time on the processing of cheques. Basically, it is 50% of our bookkeeping every month. There has been a number of options sent to them. 1) the Referee association will invoice CDMHA at the beginning of each month for that month (basically we would pay in advance), and they would then be responsible to pay their own employees; 2) Electronic funds transfer to all referees. There will need to be a meeting with the referees association to discuss further.
- Complaints by Fans during games – please take their name and contact information and provide it to Jamie and the VP of either Rep/AE or LL. The clock has been checked and is in working condition.

- Jamie has discussed the Corvairs setting up right in front of the CDMHA door with the county and has requested that they move over and provide us some space. We are also users of the facility.

Open Business:

- **Action:** - Development – Heather would like to discuss proposals for Goalie Development as the topic has been broached to her by others.
- **Discussion:**

Heather provided two options 1) get a goalie coach in
2) Brian Osborne would like to volunteer time to work with the goalies, he also has other helpers to assist.

We will need to gather information and decide on the best course of action to expand the entire development program. The problem with allowing someone to run a “goalie program” who is not certified is where do you draw the line? What if someone approaches us next year and says the same thing? We would like to try to get qualified training establishments for insurance purposes, as well.

New Business:

- **Action:** Can the association receive e-transfers?
- **Discussion:**
 - Jamie will check with Jeff MacDonald.

E-Mail Votes

See Appendix B.

Deferred to Next Meeting:

3 on 3

Motion to adjourn by; Brent Fehrman
Seconded by; Jason Clarke
Motion Carried.

Meeting Adjourned – 8:41 pm

Appendix A
Financial Reports

Caledonia and District Minor Hockey Association
PROFIT AND LOSS
1 May - 7 November, 2016

1 MAY - 7 NOV, 2016 1 MAY - 7 NOV, 2015 (PY)

INCOME

4140 Gate Income		4,535.40
4200 Registration	229,650.00	246,387.50
4240 Sponsorships/Donations	6,650.00	1,782.90
4290 Rep Team Fees	21,975.00	39,572.00
4300 Rep Tryout Fees	1,760.00	1,410.00
4310 Other Income	1,970.00	
4320 Team Extra Ice Payments	5,736.21	4,852.24
4500 Challenge Cup Tournament		
4504 Prize Table Revenue Challenge Cup	2,048.19	3,014.00
4505 Tournament Registration- Challenge Cup	44,450.00	48,425.00
4506 Challenge Cup Misc Revenue	845.00	2,737.00
4507 Challenge Cup - Sponsorship Revenue	1,000.00	3,000.00
4510 Ice Costs Challenge Cup	-15,519.15	
4515 Challenge Cup - Program Advertising Exp	-1,659.97	-2,684.88
4520 Refs Challenge Cup	-6,848.00	-6,678.00
4535 Prizes and Trophies Exp- Challenge Cup	-4,768.60	-5,554.97
4540 Timekeepers Challenge Cup	-660.00	-2,664.00
4545 Prize Table Exp Challenge Cup		-880.22
4550 Other Expense Challenge Cup	-213.57	-422.05

Total 4500 Challenge Cup Tournament	18,673.90	38,291.88
4800 Player Development	2,660.00	3,400.00

Total Income	\$289,075.11	\$340,231.92
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GROSS PROFIT	\$289,075.11	\$340,231.92
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OTHER INCOME

5700 Interest Income	150.92	
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Total Other Income	\$150.92	\$0.00
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EXPENSES

5040 Audit Fees		6,215.00
5050 Bookkeeping Fees	592.08	654.82
5060 Awards & Trophies	551.72	976.92
5080 Bank/QE Fees	5,193.69	6,407.52
5100 Team Parties	3,530.28	2,160.00
5160 Equipment		
5161 House Leage Jerseys & Socks	9,363.06	4,293.78

1 MAY - 7 NOV, 2016 1 MAY - 7 NOV, 2015 (PY)

5162 Rep Jerseys & Socks	24,217.03	16,068.04
5164 Supplies	3,159.12	971.80
Total 5160 Equipment	36,739.21	21,333.62
5185 Hockey Development		
5170 Player Development	1,073.50	2,367.95
5180 Coach/Trainer Development	2,175.70	4,705.25
Total 5185 Hockey Development	3,249.20	7,073.20
5200 Ice Rental – Hockey	60,112.53	29,065.91
5220 Ice Scheduler	2,000.00	2,000.00
5230 Referee Scheduler		45.00
5235 Other Miscellaneous Service Cost		-89.84
Total 5230 Referee Scheduler		-44.84
5260 Office Expense	2,446.24	727.00
5265 Copier	392.09	745.80
5270 Website	1,381.43	1,381.43
Total 5260 Office Expense	4,219.76	2,854.23
5280 OMHA Fees	22,402.36	22,050.48
5360 Photography		1,252.91
5380 Referees	3,284.00	3,490.00
5390 Registration Expense	1,970.00	
5401 Southern Counties Reg - Rep	855.00	810.00
5460 Timekeepers	2,619.25	1,299.50
5540 Gatekeepers	1,240.25	1,424.50
5910 Other Expenses	2,038.35	
Total Expenses	\$150,597.68	\$109,023.77
PROFIT	\$138,628.35	\$231,208.15

Appendix B

I would like to put a motion forward to change banks from Libro to Scotiabank. I am making this motion largely based on two items. The Scotiabank generously donates money and promotional items to us each year and with our transition to e-transfers we need to use a system that can provide a 2 signature system and Libro is unable to offer this feature. I would also like it noted that Libro has always given us very good service and that I am not suggesting that we move our account based on any dissatisfaction on our part.

Here is so more detail with what each can currently offer. With Scotiabank, we have the ability with their Cash Management System to directly deposit payments right into people's accounts, much like a direct deposit payroll system with a double approval process which mimics our current double signing of cheques. The person receiving just needs to have a Canadian bank account with online access setup with the their institution. Also with this system, we can "batch" pay our refs, timekeepers, gatekeepers, accounts, etc in one batch per month and this only counts as one transaction. Cost is \$3.95 per month, \$15 per batch and \$0.15 per transaction. we can also receive monies into our account with this system, lessening the handling of cash.

Libro offers an Automated Funds Transfer program which would be \$150 to set up/train, \$15 per batch and \$0.10 per transaction but only has a one person approval process and a cap per day, per week and per month.

The CMS would work out to roughly a quarter of the cost of writing cheques and it is instant without waiting for cheques to be cut, double signed, etc.

Also, if we maintain a certain amount in the bank, it allows us so many transactions per month (e.g. every \$1100 allows one transaction so just having \$45k in the account, this would allow us to have 40 transactions per month) the remainder in our account could be moved into a liquid account much like a term deposit interest rate but not locked in. With Libro, they offer a Business 200 account where we have to maintain a \$100k balance in the account for free banking.referees.

Seconded by Jason Clarke

Motion Passed