



CDMHA Board Meeting Report: June 6th, 2017

Present: Jamie McMaster, Connie Scott, Beth Wise, Jeremy Misner, Dave Pickering, Leanne Tinebra, Kent Chapman, Traciann Fisher, Michael Kichinko, Paul Makey, Don Sauve, Chris Daye, Jason Clarke, Kevin MacQueen,

Regrets: Chuck Cooper, Brent Fehrman, Heather Letendre, Jenn Fess

Absent: Jeff McDonald

Late:

Left Early:

Members:

Meeting Called to Order: 6:31 pm

Meeting Chair & Time Keeper: Jamie McMaster

Agenda & Meeting Minutes:

- **Motion** to accept June 2017 meeting agenda by; Connie Scott
Seconded by; Don Sauve
Motion Carried.
- **Motion** to accept April 2017 meeting minutes by; Paul Makey
Seconded by; Michael Kichinko
Motion Carried.
 - Errors and Omission:

Reports:

Ice Scheduler's Report – John:

- Request for Fall/Winter Ice requests has been submitted requesting same ice as 2016-17.
- County User Group ice meeting is in July.
- Final days (weekend); they are looking at the last weekend in March as Easter is 31 March 2018 weekend. This will be our regular season ice time.

Registrar's Report – Mike:

- Paul asked how we are looking for LL teams regarding age groups – Michael said it is too early to tell at this time as most families don't sign up until August. September is the earliest we can tell (August 15 is cut off for late fee).

VP of Rep/AE Report – Kevin:

- One team is refusing to provide year end financials; there is not a lot of leeway when it comes to discipline regarding this. Year end financials are supposed to be submitted to show a \$0 balance at the end of the year. For the team noted, the Manager declared that he was too busy to put in a report, the coach is attempting to rectify. Kevin advised that he needed to provide closing financials on 2016/2017 Rep/AE year. It was discussed that we could withhold putting the coach's son and Managers' son on an official roster until this is submitted. All money has been given back to the parents but there is no accounting of where the money is. CDMHA will not allow this manager to manage a team next year. Motion by Paul Makey to go forward with notifying them that their son's will not be put on an official roster with CDMHA until the Financial Statement is received. Jason Clarke seconded the motion. Motion Carried.

- In Camera 6:42 pm. Out of Camera 6:44 p.m.
-

VP of Local League Report – Jason:

- There have been two coaching applications submitted
- There have been no takers at this point for any of the three convenor roles
- Would like some feedback on what else we could be doing to help attract more people to coaching (and the convener roles). Are there some things we could highlight to show the more positive aspects? When I bring up the subject of being a head coach to people, most of them only talk about the negative areas which lead them to want to "help" but not take on the head coaching responsibility. Is there more support/training we could offer? As for the Convener roles, maybe we could be highlighting the fact that it comes with a board position with voting rights and that there is some scheduling flexibility by trading times with the other Conveners?
- Kent mentioned about hosting a Coach Clinic here at Caledonia. Jamie will e-mail OMHA with regards to dates that we could hold this.

Tyke Convenor/Coordinator Report – Leanne/Brent:

- Looking into whether the 6 year olds would be required to follow the half ice, but we can keep it as is for this upcoming season. Jamie will follow up with the email he received.
- Leanne will be continuing with the jersey order through Tim Hortons.

Equipment Manager's Report – Jeremy:

- Jeremy will hand out all jerseys at the coaches meeting on 13 Jun 2017 and will take discrepancies at that time, i.e. sizes.
- Are we under the assumption that teams cannot buy jerseys? It will cost a lot to do one off jerseys. For this year, the answer is that teams cannot buy jerseys, they will take what they get.
- Atom AE needs new practice jerseys and they are on their own to buy them, they can choose at the end of the year to leave them for next year or to take them

Treasurer's Report – Jeff:

- See Appendix A
- In Camera 8:22 p.m. Out of Camera 8:33 p.m.
- Motion to move our banking to BMO based on the information provided made by Traciann Fisher, seconded by Jason Clarke. Motion Carried

Website – Chris:

- Approved for the website graphic change, he is going to go with Lightning Bolts
- Jamie has taken photos and they will be given to Chris to post on the website with the winners
- The Challenge Cup portion of the website needs to be updated and Chris says most of this is done but just not made available to the public, he is happy to continue with this
- We will be getting the sponsors organized so that we can put this information on the website; teams are allowed to put their own sponsors on their team pages as well

Challenge Cup – Beth:

- We have partnered with Room Roster, they create the registration page, customize it and once it's ready to go live, it's a link for our website and teams will simply click on that link and they put on the information for registration, it will monitor payments, classifications and Beth is the verifier of this. This is set up for e-transfer at this time but there will be a note on the Room Roster that teams can pay by cheque if need be. It will tell teams their requirements ie. Roster, travel permits and will upload them to the website.

- Room Roster will also contract for securing hotel rooms in the vicinity. The hold up right now is the hotels as the rep is having a hard time getting hotels to contract. Minor hockey gets \$5 for every room booked through Room Roster.

VP of Business Report - Paul:

- Appendix C
- Motion made by Paul Makey to purchase hockey socks from Lawrence's this year as long as the price stays within 4%. Seconded by Traciann Fisher. Motion Carried.
- In camera 7:58 p.m. Out of Camera 8:10 p.m.

President's Report – Jamie:

- Jennifer Richards has resigned her position on the board due to other time commitments
- In Camera 8:35 p.m. Out of Camera 8:45 p.m. Jeff MacDonald, Jason Clarke and Traciann Fisher will meet with the Referee Association before the start of the next season.
-

Open Business:

- **Action:** Open discussion of the categorization of our centre as a BB centre.
- **Discussion:**
This will not be reviewed at this time.

New Business:

- **Action:** Please submit Rep and A/E team leadership so that the Police Check spreadsheet can be updated; I will provide a list of those who will be effected by the end of Dec with an expiring police check
- **Discussion:**
▪
- **Action:** See Appendix B
- **Discussion:**
▪

Action: Picture Day

- **Discussion:**
 - We will start getting quotes for this so we can start booking this
- **Action:** P&P Updates
- **Discussion:**
 - Policy and Procedure Updates:
 - Section 5 – Police Screening: Change to read OMHA policy states that Police Screening must be completed every four (4) years.
 - b) change reference to 4 years vice three years.
 - Section 12 – Dispute Resolution Policy
 - Dispute Resolution Committee:

- Change all reference from Committee Chair to Convenor.
- Hockey Policies
- Section E – Development Policy:
- Add to Goalie Development – Parents are required to pay for the training up front and submit an official receipt along with verification that the training has been completed, from a recognized Goaltender School/Training Program to CDMHA for reimbursement.
- ~~Will we add the recognized goalie development schools:~~
- ~~On Ice~~
- ~~Crow's Nest~~
- Graingers

E-Mail Votes

There were no e-mail votes.

Deferred to Next Meeting:

Motion to adjourn by; Connie Scott
Seconded by; Chris Daye
Motion Carried.

Meeting Adjourned – 8:56 pm

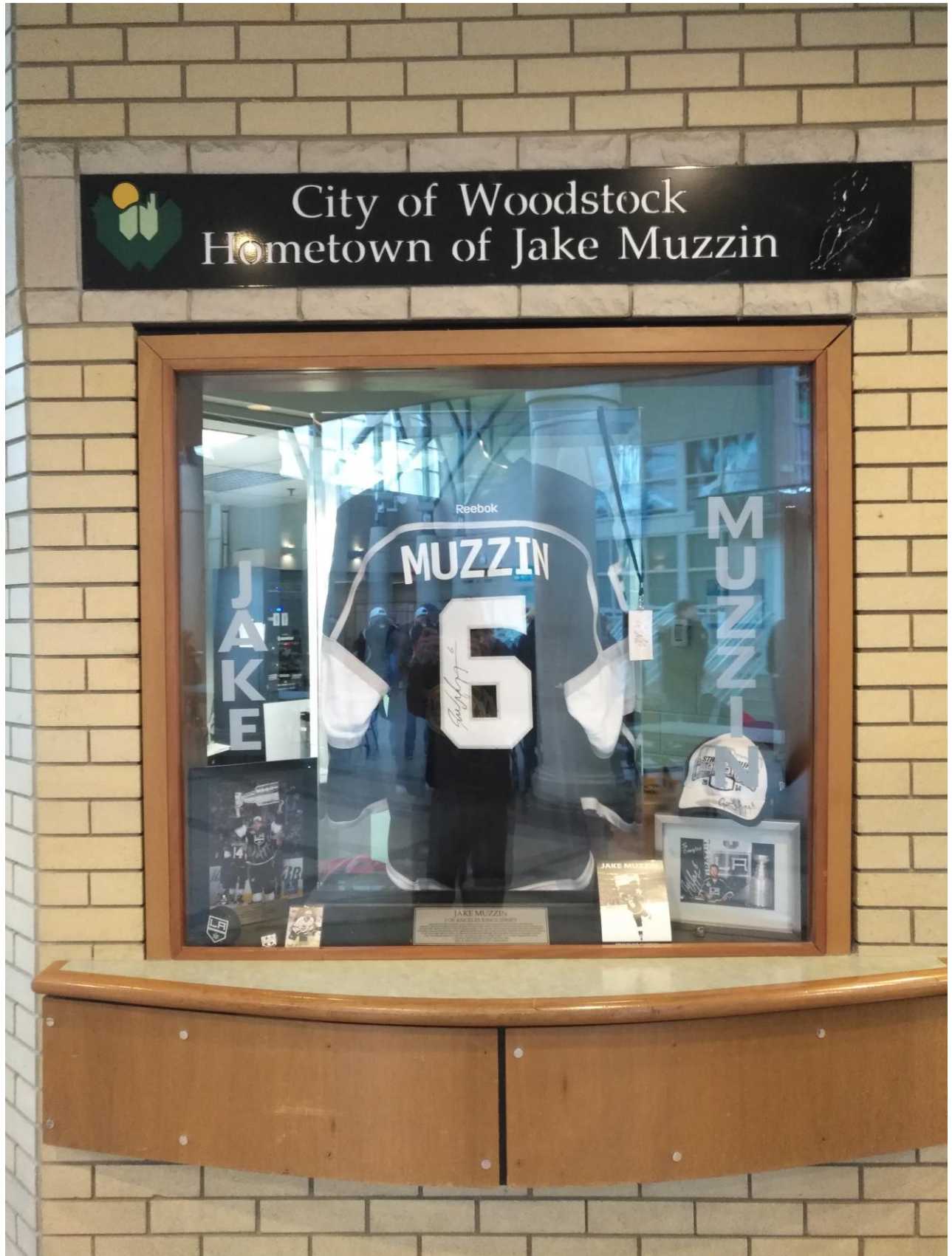
Caledonia and District Minor Hockey Association

PROFIT AND LOSS

May 2017

	TOTAL
INCOME	
4200 Registration	63,050.00
Total Income	\$63,050.00
GROSS PROFIT	
	\$63,050.00
OTHER INCOME	
5700 Interest Income	74.04
Total Other Income	\$74.04
EXPENSES	
5050 Bookkeeping Fees	164.69
5080 Bank/QE Fees	925.78
5200 Ice Rental - Hockey	4,176.49
Total Expenses	\$5,266.96
PROFIT	\$57,857.08

Appendix B



Appendix B



Appendix C

CDMHA
17 Business Report

Caledonia Chamber Of Commerce

Attended the June 2 meeting

- Introduced myself and explained change from Rob to myself
- Asked for their input on our involvement with the Chamber, feedback, suggestions, ideas?

Chamber News

- Hastington and Argyle Street Roundabout Construction 2016/17
- Bridge work will delay and no commitment for 2017
- Start of our course renovations will include a note

Feedback:

- Would like to see more of a highway creation sponsorship that clear what's in it for them?
- Can there be an integration between CDMHA, Riverside and Ringette which covers sponsorship, education and business grants/aid?
- Interested to know more about us, what business we bring to town and ideas on how to get the business of Caledonia more exposure?
- What specific are the funds used for?

Caledonia Chamber Of Commerce

Further Feedback...

- Theme nights for a business
- Arts and Sports sponsorship
- How do we ensure the Caledonia players and families are utilizing the business in town?

Asked to Present at June 13th Meeting

- Will give overview of CDMHA
- What we bring to the business community (not people, expenditure and)
- Current sponsorship opportunities and strategy, Future sponsorship opportunities
- Open forum to ask them these specific ideas on sponsorship and
- Any other suggestions?

2016/17 Sponsors

Year	Name	\$\$\$	\$\$\$	\$\$\$
Team 1	Body Power			
Team 2	Body Power			
Team 3	Wells			
Team 4	Wells			
Team 5	Wells			
Team 6	Wells			
Team 7	Wells			
Team 8	Wells			
Team 9	Wells			
Team 10	Wells			
Team 11	Wells			
Team 12	Wells			
Team 13	Wells			
Team 14	Wells			
Team 15	Wells			
Team 16	Wells			
Team 17	Wells			
Team 18	Wells			
Team 19	Wells			
Team 20	Wells			
Team 21	Wells			
Team 22	Wells			
Team 23	Wells			
Team 24	Wells			
Team 25	Wells			
Team 26	Wells			
Team 27	Wells			
Team 28	Wells			
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Team 34	Wells			
Team 35	Wells			
Team 36	Wells			
Team 37	Wells			
Team 38	Wells			
Team 39	Wells			
Team 40	Wells			
Team 41	Wells			
Team 42	Wells			
Team 43	Wells			
Team 44	Wells			
Team 45	Wells			
Team 46	Wells			
Team 47	Wells			
Team 48	Wells			
Team 49	Wells			
Team 50	Wells			

Note: Will require changes as payments were not collected in all situations for both years. Will need to have "plug-in" made and added to Jersey. It may change based on 3 of teams.

Sponsorship Moving Forward

Immediate Actions

- Must Provide a list of all teams of those sponsors (existing and potential) that are "House Accounts" to CDMHA (June 13th Coaching Meeting) and provide sponsorship guidelines
- Revise all existing sponsors and collect funds for 2017 where owing and understand commitment for 2017 and beyond
- Develop new sponsorship opportunities and packages which include the CC, single and multiple year commitments
- Ensure we have programs in place to spend additional funds (Coaching Development, Player Development, etc.)

House Accounts

Allow all teams to receive permission to approach or receive additional funds from house accounts based on personal relationship, etc. (Clarke, Caledonia, Varsity)

Option 1

- All existing sponsors (50)
- All listed under Chamber (150)

Option 2

- All existing sponsors (50)
- Defined list of Chamber and Non that would see value in CDMHA - (50)

Sponsors will step forward based on different criteria:

- See value in their value to the settlement of the sponsor in their community
- Corporate Responsibility and create partnerships with the community (via Donors, etc.)
- See their value in getting their name out there, sponsoring and using teams to see their business (Parent Club, Leagues, Open, Tournaments)
- Some of our value in getting their name out there, sponsoring (see Donors, Parents, Clubs, etc.)

Appendix C

Current Sponsorship 2016/17

2016/17 Sponsorship Summary

Player Development

Player Support

Matchday Support

Community & Outreach

Equipment

Travel

Medical

Administrative

Marketing

Facilities

IT

Legal

Insurance

Security

Other

Potential Sponsorship Ideas

Theme Nights
 Example: Caldera Hearing Center, Senior's Night

Sponsors Get a set of Season Tickets or Raffle Off
 Example: Trips, Services, Free (or underpriced) seats in the Stand/Field Box

Sponsors Allowed to have booth at OC
 Example: Get Free Dental Services etc

Special Event Sponsors
 Example: Dental Development, Coaching Clinic, OC Tournament

Funding Channels

Sponsors Specific for:

1. Player Development, clinics, certification, etc
2. Coaching Development, clinics, certification, etc
3. Welfare Sponsors: cover costs
4. Equipment Sponsors
5. Special Projects Sponsors: Tix, Scoreboard, etc

Socks and Jerseys

Socks

- Needs to get ordered
- Last year supplier was low quality

Practice Jerseys

- Need to get new colour, wear
- Preferences on style? Changes over cutting?

Options to move forward with purchase of same style and brand of socks from Lawrence's as 2015 if pricing is within CG

2 Year Jersey Program

Successful or Not?
 Continue or go back to Single Year with Cost Covered by the Team?

Team Financials and Fundraising

In the short time in the role I have had many vague concerns about fundraising, team budgets, how the funds are spent etc...

In accordance with our PaP we require each team to file a budget and provide bank statements, especially to prove all funds have been dispersed

Do we:

1. Do a review of these budgets and advise if fund raising is too much. Set team fund cap? Perform follow up reviews to try and control team fund levels?
2. Is it acceptable to fundraise to a level where each family receives money back?
3. Can the CCWVUK quantify where the money can be spent? Warm up Jerseys, Bags, Gifts, Events etc
4. Abolish all team fundraising and have parents bore all costs?
5. CCWVUK performs all fundraising and provides a budget to the teams?

QUESTIONS?