



CDMHA Board Meeting Report: 2 October 2017

Present: Jamie McMaster, Shawn Swayze, Jenn Fess, Leanne Tinebra, Beth Wise, Connie Scott, John Kichinko, Jeremy Misner, Don Sauve, Jason Clark, Michael Kichinko, Kevin MacQueen, Jeff MacDonald, Kent Chapman, Dave Pickering, Traciann Fisher

Regrets: Brent Fehrman, Chris Daye, Paul Makey,

Absent:

Late: Heather Letendre

Left Early:

Members:

Meeting Called to Order: 6:49 pm

Meeting Chair & Time Keeper: Jamie McMaster, President

Agenda & Meeting Minutes:

- **Motion** to accept Oct 2017 meeting agenda by; Jenn Fess
Seconded by; Jeff MacDonald
Motion Carried.
- **Motion** to accept Sep 2017 meeting minutes by; Beth Wise
Seconded by; Don Sauve
Motion Carried.
 - Errors and Omission:

Reports:

Ice Scheduler's Report – John:

- Season Ice Contract is confirmed
- Challenge Cup contract is confirmed & game schedule completed
- Rep/AE season starts October 1 & ends December 23
- REP/AE Schedule to start October 1
- LL Schedule to start October 10 and all games done by 7 Jan 2018
- 3 hours of development per week - Monday @ 5:30pm & 6:30pm, Thursday @ 5:30pm
- Practice schedule update waiting on LL & Rep/AE game schedules to be complete
- Final days of LL March 24, 2018

Registrar's Report – Mike:

- LL rosters are being submitted along with travel permits
- There are still kids signing up and we haven't turned anyone away yet
- Convenors must tell the Registrar when they are full or else he will continue to take in players, Michael will continue to ask if the levels are full or not.

VP of Rep/AE Report – Kevin:

- Schedule is up; most teams are not playing until tomorrow as it was late. All AE groups are full.
- LL and AE had one transfer.
- There are try out jerseys for all Rep/AE teams, will the board approve 5 more different colour jerseys for each age group which then the jerseys can be used for practice jerseys? Is that the best option? Teams will buy their own practice jerseys.

VP of Local League Report – Jason:

- Attended Haldimand LL meeting which was held here in Caledonia; Stoney Creek is applying to go to the Alliance and may come back to our centre although we have scheduled our games for this season, if they do not get into Alliance, we would have to accept them back – this is an OMHA decision;
- Jason needs all the trophies back – they are in the hockey office.
- Complaint by OMHA is that we had a lot of incorrect game sheets last year and they suggested that we have an example posted in the hockey office, Shawn Swayze will take care of this.
- 7 year olds can be moved up to Novice (see memo below)
- Some of the Novice teams are short players and they questioned if they can AP players from Tyke – yes as long as they are 7 years old;
- In Camera 7:22 p.m. Out of Camera 7:25 p.m.
- Motion to accept Erin Noble as the Novice Non-voting convenor and Ian Garson as the Midget non-voting convenor – seconded by Michael Kichinko and motion passed.
- Would the board consider screening tournaments that teams go into as there was an instance where the coach played in a tournament where the teams got beat badly? The board says, the coaches should ask the VP of Rep/AE if they have any questions and Coaches should look at the tournaments and not play higher caliber teams thinking this will improve their players.

Tyke Convenor/Coordinator Report – Leanne/Brent:

- See Appendix C (OMHA Bulletins)
- Leanne went to a meeting in Delhi on Sunday which was never advertised and only knew about the meeting when she heard someone else talking about it, she is now part of the committee and they meet a few times a year. It's important for everyone to be on the same page because of the changes. They discussed the half ice games and wanted to make sure there was consistency in the half ice games at each centre. There will be no refs, no time keeper, no score, one coach on the ice with either 5 on 5 or 4 on 4.
- Everyone from Southern Counties was there but Leanne wants to know how far we will send our young players? Leanne booked the older players but not the 5 year old players at this time. Rockton and Cayuga do not have Tyke teams. Port Dover, Simcoe, Dunnville and Hagersville, Paris currently have teams.
- When we divided our teams IP2 and IP3 have 4 teams each, the other centres have two teams of 16 players so the decision was that if they went out to play other centres they would wear pinnies and share players;
- Coaching qualifications for this level is Coach 1 and they need to have a trainer (trainers can be shared by the teams);
- They wanted to confirm that goalies get the \$300 allotment every year; this was confirmed noting that the reimbursement can be requested from Sep – Mar of the hockey season.

Development Convenor Report – Heather:

- All sessions are full, there are a few people on the waiting list and there were IP parents that requested to have their children participate who are 6 year olds.
- If spaces become available because of ill children, is it agreeable that we open it up to players outside the organization such as the River Cats? There is no waiting list for our LL session at this time, we would charge those outside the organization more money and they must be registered with an organization.
- Is there a policy on phones or media in the dressing room? This would be a county policy and there are rules posted in the dressing room.

Equipment Manager's Report – Jeremy:

- Everything handed out, there were some issues with some of them and we had to order one jersey
- We are out of first aid kits, do we have a supplier for this? There are places that sell them and if we need to purchase? We will also need to restock. Jeremy will look into this.
- Midget LL needed extra nets and we were under the impression that the County had extra nets but we couldn't find them – Jeremy will inquire.
- Would minor hockey consider purchasing nets? We will need to look first to see what the County has.
- The small nets are for use with the Tyke teams only and should not be used by any of the other levels in hockey. Jamie will also e-mail the County to remind them that they shouldn't be used by any other levels or organizations.

Treasurer's Report – Jeff:

- See Appendix A
- We have made the final payment on the copier and they will be removed shortly
- Everything has been moved over to BMO; two options for savings are a cashable GIC (.65%) it's only cashable at certain times; redeemable short term, can be cashed at any time. Motion to accept the redeemable short term deposit savings option, seconded by Don Sauve. Approved.
- The annual review is almost ready.
- In Camera 7:45 p.m. Out of Camera 7:50 pm

Website – Chris:

- No Report Issued

Challenge Cup – Beth:

- Challenge Cup is full at 58 teams; Bantam AE team folded and dropped out and we had a Dundas team drop out as well due to travel permit issues; schedule is done by John Kichinko; the volunteer schedule has been filled up but there are still a few open spots Friday Cayuga 3-5, Saturday Hagersville 3-8. Please take a look at the link if you feel that you can fill that schedule.
- The parent volunteer schedule is out, the Atom Rep team is not included due to the Ford Drive Event
- Trophies are ordered, there will be baseball hats for the finalist and championship teams
- There will be no dedication this year and the programs are being finalized up
- Shawn Swayze says that he has about 1000 mini Frisbees that he can donate to the Challenge Cup

VP of Business Report Paul:

- Drive Your Ford Event: Will be Saturday morning of CC. May need a few extra volunteers for this outside Atom Team. Waiting for final confirmation from Andrew and Erin Winegard.
- Sponsors, all in check, still awaiting cheques from a few. Tricycle Race cheque received, Scotia Bank money (and email to you) delayed due to new process they have implemented. Spoke with Gary all in order and will be coming.
- I also wanted to follow up on Development, I know the board passed a motion (August Meeting) to move forward with Goalie attraction Night/open house, but have heard nothing more on this. I was going to find a sponsor to support this event. What is the status? There was some miscommunication on that in the beginning as it was originally thought that it was Goalie development but we should attempt to do this and we will need to get some of the goalie equipment back in order to allow them to try on the equipment.

President's Report – Jamie:

- Dryland Training and Insurance – there was a request from a LL team who wanted to do dryland training off site; this is not easy to do, you must go through the OMHA link to fill out a form with a lot of information including uploading the policy and procedures from that location and apply for insurance; we told this team to do the dryland training at the arena as there are open spaces and the track – this will be the same for any team that requests this
- Vulnerable sector checks for the board need to be completed; those who need them know and will get on this;
- Sponsor passes have been ordered

Open Business:

- **Action:**
- **Discussion:**
- **Action:**
- **Discussion:**
- **Action:** Coach Liaison – there was a proposal put forth by Chris Daye and a discussion that we had during the Rep/AE coaching selection about this.
- **Discussion:**
This will be brought up at the next meeting. See Appendix B.
It's important to recruit coaches and the right coaches and have consistency within the programs and the coaches;
If this is an effort to recruit coaches, did we discuss an incentive but the question of where to draw the line comes up
Should we have a coach appreciation night? Did we stop doing this as attendance was dwindling?
- **Action:**
- **Discussion:**

New Business:

- **Action:**
- **Discussion:**
- **Action:**
- **Discussion:**

E-Mail Votes

Deferred to Next Meeting:

Motion to adjourn by: Jenn Fess

Seconded by; Connie Scott

Motion Carried.

Meeting Adjourned – 8:13 pm

Appendix A
Financial Reports

**Caledonia and District Minor Hockey
Association
Budget 2017-2018**

	Total	Actual
Income		
4140 Gate Income	45,000.00	
4200 Registration	225,000.00	219460
4240 Sponsorships/Donations	8,050.00	4950
4290 Rep Team Fees	28,025.00	
4300 Rep Tryout Fees	1,300.00	1550
4310 Other Income	0.00	
4320 Team Extra Ice Payments	16,000.00	1996
4500 Challenge Cup Tournament		
	\$	
Total 4500 Challenge Cup Tournament	15,849.59	54175
4800 Player Development	10,000.00	
	\$	
Total Income	349,224.59	
	\$	
Gross Profit	349,224.59	282131
Other Income		
5700 Interest Income	1,100.00	313
	\$	
Total Other Income	1,100.00	
Expenses		
5040 Audit Fees	6,215.00	
5050 Bookkeeping Fees	1,000.00	396
5060 Awards & Trophies	1,600.00	158
5080 Bank/QE Fees	7,200.00	5099
5100 Team Parties	5,000.00	1690
5160 Equipment		
5161 House Leage Jerseys & Socks	1,500.00	6966
5162 Rep Jerseys & Socks	2,000.00	
5163 Protective Equipment	96.04	
5164 Supplies	3,500.00	930
	\$	
Total 5160 Equipment	7,096.04	
5185 Hockey Development		
5170 Player Development	19,500.00	
5180 Coach/Trainer Development	3,500.00	1147
	\$	
Total 5185 Hockey Development	23,000.00	
5200 Ice Rental - Hockey	210,000.00	8700
5220 Ice Scheduler	6,000.00	2000
5230 Referee Scheduler	1,824.00	

5235 Other Miscellaneous Service Cost	89.83	
	\$	
Total 5230 Referee Scheduler	1,913.83	
5260 Office Expense	2,538.29	
5265 Copier	1,533.47	746
5270 Website	1,201.76	1610
	\$	
Total 5260 Office Expense	5,273.52	
5280 OMHA Fees	23,843.36	21947
5360 Photography	2,222.28	
5380 Referees	25,241.00	1083
5390 Registration Expense	2,220.00	5745
5401 Southern Counties Reg - Rep	855.00	900
5460 Timekeepers	12,324.50	
5540 Gatekeepers	7,708.00	12
5910 Other Expenses	1,644.14	309
	\$	
Total Expenses	350,356.67	59438
	-\$	
Profit	32.08	222693

Appendix B Coach Liaison

Coach Liaison

To better the recruitment, training and retention of all levels of CDMHA coaches;
to further the goals of the CDMHA Board with regard to coaching;
and to assist with the on-ice skill training of CDMHA players;
it is recommended that the position of CDMHA Coach Liaison be created.

It is intended the Coach Liaison be a non-executive, unpaid position. However, the duties and title of this position can be assigned to a CDMHA Board Member, provided the Board Member is not currently: President; VP Rep/AE; VP LL; or Development Convenor.

The Coach Liaison will report to the VP's of Rep/AE and VP Local League. The term of the position is for two years. Elected by majority vote of Board.

The duties of the Coach Liaison will be

- To liaise with VP Rep/AE and VP LL and present coach issues and/or concerns.
- To make regular reports to the CDMHA Board
- Be a member of the Coach Selection Committee
- To construct Coach evaluation forms
- To help recruit, train and keep coaches
- To assist first time head-coaches
- To ensure that team officials have minimum required qualifications and certifications.
- To organize and help book and arrange courses for team officials requiring certification (i.e. training, coaching, certification, prevention courses etc.)
- To assist Player Development co-ordinator on training clinics for players
- To assist Player Development co-ordinator develop an age-appropriate book of drills
- To assist coaches implement the Drill Book.
- Keep team officials informed and updated on all relevant Executive decisions.
- Keep team officials informed and updated on new or pertinent OMHA and/or Southern Counties decisions or rules.

Qualifications

All applicants must ...

- Possess the qualifications needed to coach any team for the Association and have a minimum of three years of minor hockey head-coach experience
- be able to offer any assistance or direction to resources, tournament sites, books, videos, web sites or other knowledgeable people.
- Be available to assist with any team that may require assistance on the bench during a game or for a practice due to suspensions, work, illness, etc.
- Be a reputable member of the community and in good standing with CDMHA.

Appendix C
OMHA Bulletins

ACTION BULLETIN
BULLETIN #: 170918-009-I
DATE: September 18, 2017

TO: OMHA Centres

CC: OMHA Board

OMHA Convenors

FROM: Ian Taylor

Executive Director

SUBJECT: Initiation Program Implementation and Sanctions

Attached please find a Memo as issued through the OHF with respect to Initiation Program Implementation and Sanctions. This was addressed by the OMHA Board at its meetings of September 16-17, 2017.

The Board has directed that the OMHA will follow the OHF memo "Clarification Initiation Program Implementation" dated September 13, 2017 when approving Tyke rosters.

If players five-and-six-years-old are registered to play in programming designed for seven-year-olds, it must also be cross-ice/half-ice hockey. The only exception, is if the seven year-old programming with players six-years-old and under has been approved by the Member (in this case the OMHA).

The Member approval set out above is based on instances where players six-and-under are required to form a Team predominantly made up of seven-year-old players. The only scenario in which this will be permitted are cases where the number of six year olds being added will meet the minimum roster requirement of eleven players. The key criteria being that without the six-year-old players, those seven-year-old players would have no opportunity to play the game of hockey in their community.

Your first point of contact for any such requests, or for further information, is through your Regional Director.

Sincerely,

Ian Taylor

Executive Director

ONTARIO HOCKEY FEDERATION

400 Sheldon Drive, Unit 9

Cambridge, ON N1T 2H9

T: 226 533.9070 F: 519 620.7476 www.ohf.on.ca

Memo

To: Alliance Hockey, GTHL, NOHA, OMHA

From: Phillip McKee - OHF Executive Director

Date: 9/13/2017

Re: CLARIFICATION Initiation Program Implementation

Below is the requested clarification to the OHF Memo "Initiation Program Implementation" dated July 13, 2017.

To be clear **all** programming, regardless of skill, for players aged five-years-old and six-years-old must be provided in cross-ice/half-ice format. This includes practices and games. If a Minor Hockey Association fails to provide cross-ice/half-ice programming, it will not be provided sanctioning to attend or host tournaments for **all** age groups in the MHA.

Secondly, if players five-and-six-years-old are registered to play in programming designed for seven-year-olds, it must also be cross-ice/half-ice hockey. The only exception, is if the seven-year-old programming with players six-years-old and under, has been approved by the Member. This is to avoid MHA's from circumventing the implementation of cross-ice/half-ice hockey for players five-and-six-years-old.

If an MHA allows players six-and-under to participate in programming for seven-year-old players **without the approval of their Member**, that MHA will not be provided sanctioning to attend or host tournaments for all age groups in the MHA.

The Member approval set out above is based on the following scenario: OHF Members have the ability, upon request, to provide written approval from the Member to that Team to participate for this season only as a seven-year-old program, in those instances where players six-and-under are required to form a Team predominantly made up of seven-year-old players. The key criteria being that without the six-year-old players, those seven-year-old players would have no opportunity to play the game of hockey in their community.