



CDMHA Board Meeting Report: 7 May 2018

Present: Candace Adams, Leanne Tinebra, Shawn Swayze, Paul Makey, Beth Wise, Jenn Fess, Jason Clark, Michael Kichinko, Brent Fehrman, Chris Day, Traciann Fisher

Regrets: John Kichinko, Jeff MacDonald, Jamie McMaster, Dave Pickering, Connie Scott, Don Sauve,

Absent: John Pye

Late: Heather Letendre

Left Early:

Members: Dave Lichty, James McKenna

Meeting Called to Order: 6:31 pm

Meeting Chair & Time Keeper: Paul Makey, President

Agenda & Meeting Minutes:

- **Motion** to accept May 2018 meeting agenda by; Beth Wise
Seconded by; Shawn Swayze
Motion Carried. Addition to the agenda is at New Business – Dave Lichty
- **Motion** to accept Mar 2018 meeting minutes by; Jenn Fess
Seconded by; Jason Clark
Motion Carried.
- **Motion** to accept 2018 AGM meeting minutes by; Michael Kichinko,
Seconded by; Brent Fehrman
Motion Carried.
 - Errors and Omission:

Reports:

Ice Scheduler's Report – John:

- Ice Request form for September 2017 submitted to County before April 15 deadline
- Ice Request form for season ice(October/18-March/19) submitted before April 15 deadline
- Ice Request form for Challenge Cup submitted before April 15 deadline
- Remax Room Request for September/18-March/19 monthly Board meetings submitted & confirmed. Website updated with meetings.

Registrar's Report – Mike:

- See Annex C
- Working on transfers over the summer
- Will send an e-mail out prior to Aug 15 regarding the price increase, LL players have started to register; we are on par with previous years

VP of Rep/AE Report –:

- We are still trying to source the VP of Rep/AE at this time
- Rep tryouts are completed, there has been much concern between the overlap of our tryouts and the A centre tryouts – this has caused some issues and we have done our best to not

overlap timings; CDMHA is happy to see our kids go to higher level centres to try out; it is in our best interest to ensure these kids get on the correct teams;

- There is talk about moving the tryouts to the fall or having a plan with the county to get ice time throughout the summer? Could we move the start of the tryouts to mid-May and hold them in the evenings as well.
- Right before the start of tryouts we were made aware that the OMHA has updated their rules in regards to Tyke players playing at the Novice level – OMHA would allow this as long as those players were in the top 6 of the ratings; 4 players showed up and 2 made the team; they will also allow the 2011's to play in LL

VP of Local League Report – Jason:

- Haldimand LL AGM – Shawn attended the AGM in the spring, there were no suspensions for carry over. Finals will be 30 Mar 2019 in Hagersville; there is talk of LL going to electronic game sheets – the cost of the system is \$250 and then \$2 per game sheet but we are quite a ways out from doing this at this time due to the cost, other centres do not want to do this
- The coaching levels and qualifications are going to change at some point according to Linda Ralf, Michael will keep us updated on this as the website gets updated
- Last season for Novice full ice as per OMHA rules
- End of the season Evaluations – all coaches have handed this in; there was a little struggle as some coaches do not agree with this; there might be an issue with the new kids coming up from Tyke to Novice, could be that we do one weekend of tryouts or that we simply rotate those players who have not been evaluated throughout the teams. The ice time put aside as evaluations can be given to the teams to start practicing early; Traci will take a look at the P&P
- We are still in need of Convenors, we have a Midget, Bantam and Atom convenors and are in need of Novice and PeeWee at this time; we will update the website for coach and convector requirements; we will not start the season for those divisions that do not have convenors
- The 2011's could be allowed to play in the Novice level according to the new “rules”
- Jason would like to look at the LL jersey colours this year as he doesn't want the orange, teal etc.

Tyke Convector/Coordinator Report – Candace/Brent:

- The cheque has been dropped off for the 30% for the half ice boards, they will be 4 – 8 weeks and Brent will follow up with this company to ensure we have them at the beginning of the year
- Discovery is planned to start approx.. 1 month later than the rest as this is 3-4 year olds with their parents, Brent will tell Johnny for ice time
- There were some complaints regarding ice time as they felt the early ice time was too much every weekend so again, they will discuss with Johnny regarding rotating ice time

Development Convector Report – Heather:

- Would like to have a few more goalie development nights
- Would like to have a shooting clinic
- Would we run another hitting clinic
- Concussion screening – will we take this opportunity this year?
- We don't want to leave deciding on development until the fall, we need to plan ahead and decide on what we are going to do; another hitting clinic we could open it up to other centres
- Heather will put together a report regarding development for this upcoming year

Equipment Manager's Report – Leanne:

- Leanne has cleaned the cage; we need to go through those jerseys and see what ones could be used for this upcoming year and maybe tryout ones
- The goalie equipment needs to be reviewed and decided what we need
- The First Aid kits will need to be restocked
- Leanne will need the personal e-mail addresses for the AE coaches in order to give them information regarding the upcoming tryouts

- We will need to decide on keys for the equipment cage there is a number of ways we can do this one of which is to leave a key in the hockey office or with specific people

Treasurer's Report – Jeff:

- See Annex A

Website – Chris:

- Access to e-mail and calendar
Admin is the “website administrator”; and Chris has suggested some other names i.e. President, Secretary, Treasurer, Equipment, Scheduler, Challenge Cup, Development, Discipline, VPLL, Tyke, Bantam, Midget, PeeWee, Gate, RepConvenor; Business, Registrar – is everyone from the Board is okay with a few people just finalizing the names – there were no objections to this
- There are two ways of checking the e-mails – 1 – at the bottom of the website at the left, log in with the e-mail address (name@caledoniathunder.ca);
- Chris will e-mail with the instructions to get these put on their phone

Challenge Cup – Beth:

- Registration is open, we have one Novice team signed up so far
- We have a logo and a t-shirt vendor coming along with pins
- What will be charging our own teams to go into the Challenge Cup

VP of Business Report - :

- Sponsorship will start being looked at and Paul will hand deliver the plaques and talk to the old vendors, we have some new vendors.
- We will be in the “great tricycle race” 7 Sep 2018

President's Report – Paul:

- We need a volunteer to attend a meeting at the Town of Haldimand regarding user fees for ice time etc. They are making changes to this at this time. Meeting is May 10 in Cayuga at the arena at 7 p.m.
- There were issues at the AGM – the rating on the OMHA website of how many players that we have; Jamie looked into this and it was an error on behalf of OMHA – they say it doesn't effect anything and it will be fixed
- There was also a concern brought up regarding players in the higher levels moving from AE to Rep etc. in the playoffs. There was discussion but no real answer. We could immediately move up those teams if there were not enough to play in the Rep level or have Rep players move down to AE or enlarge the pool which means more travel time

Open Business:

- **Action:** Team Financials
- **Discussion:** discussed in the Rep Coaches meeting, there was no concerns raised at that time, we will discuss with the AE coaches at their meeting, there will be a time to go over this in the summer
- **Action:** Jersey Tender
- **Discussion:** Is still out and will be discussed at the next meeting
- **Action:**
- **Discussion:**

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

New Business:

- **Action:** Filling Vacant Board Positions
- **Discussion:** Annex B
- Past-President – in the P&P it does not discuss whether the past-president can vote or not vote. Opinion: should allow him to vote as he has a lot of experience and brings that to the table.
- Motion by Brent Fehrman to allow the past president to be a voting member, second Shawn Swayze. Motion passed.
- Vice President of Business – Paul will follow through with the Jersey tender and sponsorship at this time; do we wait to recruit someone or have them on the board to learn moving forward?
- VP Rep/AE – Jason Clark has agreed to stand as the VP Rep/AE as long as we get a third Rep/AE convenor; Shawn Swayze has agreed to stand as the VP of LL. Motion by Traciann Fisher, second Jenn Fess – motion passed.
- Convenors for Novice, PeeWee, Midget –
- WebPage – Beth Wise has agreed to take on this position.
- Paul Robertson has agreed to stand as a Rep/AE Convenor; motion to accept Michael Kichinko, second Shawn Swayze, motion passed.
- In Camera 9:20 pm
- **Action:** Dave Lichty -
- **Discussion:** Discussion surrounding allowing Tyke aged players to try out for the Novice Rep team; also we will need to contact Linda Ralf regarding some of the information provided and the information provided by the OMHA to ensure that the correct decision was made regarding the Tyke aged players trying out for a Rep Team.
- **Action:** Resignation of John Pye
- **Discussion:** Motion to accept the resignation of John Pye from the board. Traciann; Seconded - Shawn Swayze – motion passed.
- **Action:** Picture Day for 2018/2019 Season
- **Discussion:** Annex D Motion to accept the proposal from Edge Imaging for our photo day this year, seconded Brent Fehrman, motion passed. Traciann will follow up with Johnny regarding dates.
- **Action:** **Motion** to allow Brent Fehrman to coach Novice Rep and to act as voting board members as per Section 6.15 – Traciann Fisher
Second by – Michael Kichinko
Requires 2/3 Majority Vote
- **Motion** to allow Jason Clark to coach Bantam Rep and to act as voting board members as per Section 6.15 – Traciann Fisher
Second by – Brent Fehrman
Requires 2/3 Majority Vote
- **Discussion:**

- **Action:** Policy and Procedure Updates (See Annex B) Motion to accept the change below by Traciann Fisher; seconder Beth Wise – motion passed
- Section H – Exhibition Games:
Current Wording: CDMHA will pay the full cost of ice, referees and timekeepers to a maximum of two home exhibition games per season.

Proposed Change: CDMHA will pay the full cost of ice, referees and timekeepers to a maximum of two home exhibition games per season. All exhibition games must be completed no later than 31 December of the current year.

- **Discussion:** The reason for this change is that teams have asked in the past to play exhibition games at the completion of the season. This is a lot of work, time and effort and does not allow us to balance our books in time for the end of the season.

Section E – Goalie Development:

Current Wording (includes): Parents are required to pay for the training up front and submit an official receipt from a recognized Goaltender School/Training Program to CDMHA for reimbursement. All receipts must be dated for the current hockey season i.e. September to April. Please check with CDMHA prior to attending any sessions to ensure that the school is considered recognized by CDMHA.

Proposed Wording: Parents are required to pay for the training up front and submit an official receipt from a recognized Goaltender School/Training Program to CDMHA for reimbursement. All receipts must be dated for the current hockey season i.e. September to April. **All receipts must be accompanied by verification that the lessons have been completed.** Please check with CDMHA prior to attending any sessions to ensure that the school is considered recognized by CDMHA.

- **Discussion:** The reason for the addition is to ensure that all lessons are complete prior to receiving a reimbursement as there have been issues in the past. Motion to accept Traciann Fisher, second Michael Kichinko – motion passed.
- **Action:** Bantam Coaches
- **Discussion:** Tyler Chute – Asst Coach, Justin Gee – Asst Coach, Jake MacDougall – trainer Motion to accept the coaching staff by Michael Kichinko and seconded by Shawn Swayze
- **Action:** Refillable water bottle stations at the arena
- **Discussion:** Need to bring this up at the upcoming meeting and we can at the bring it up again at the next meeting with the county

E-Mail Votes

There were no e-mail votes.

Deferred to Next Meeting:

Development Plan from Heather Letendre
Jersey (tryout) and other for upcoming tender
Rep/AE teams in the playoffs

Future Positions on the Board
Coaching Certification/Training

Motion to adjourn by: Brent Fehrman
Seconded by; Michael Kichinko
Motion Carried.

Meeting Adjourned – 9:58 pm

Appendix A
Financial Reports



2018-2019 Caledonia and District Minor Hockey Association Board Members' Positions

Executive

- President – Paul Makey
- Past - President - Jamie McMaster
- Vice-President of Business Operations –
- Vice-President of Rep/AE Operations –
- Vice-President of Local League Operations – Jason Clark
- Secretary – Traciann Fisher
- Treasurer – Jeff MacDonald

Directors

- Registrar – Mike Kichinko
- Equipment Manager - Leanne Tinebra
- Representative/AE Convenor –Jenn Fess/Dave Pickering/John Pye
- Tournament Convenor - Beth Wise
- Tyke Coordinator – Candace Adams
- On Ice Tyke Coordinator – Brent Fehrman
- Novice LL Convenor -
- Atom LL Convenor – Suzy Duncan/Erin Noble
- PeeWee LL Convenor -
- Bantam LL Convenor - Don Sauve
- Midget LL Convenor – Shawn Swayze
- Gate Convenor – Connie Scott
- *Banquet Convenor (Hockey Shirt Dance) – Replaced with Development*
- Development – Heather Letendre
- Publicity Convenor (Web Page) – Beth Wise
- Discipline –
- Referee in Chief – Dave Robertson & Dave Hunsinger (Assistant RiC) – Both with the HRA

Unassigned Roles

- Novice LL Convenor
- PeeWee LL Convenor
- Discipline
- VP Business
- VP Rep/AE

Annex C
Registrars Report

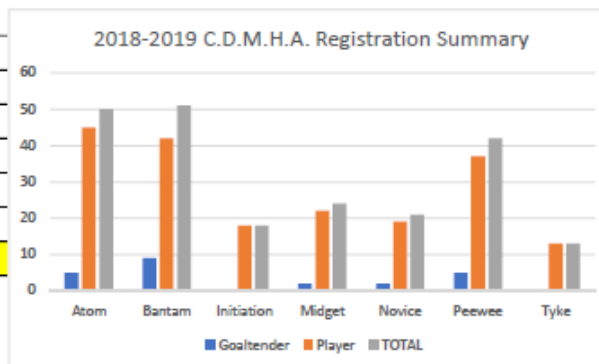
2018-2019 C.D.M.H.A. Registration Summary by Division and Position

(As of May 1, 2018)

	Atom	Bantam	Initiation	Midget	Novice	Peewee	Tyke	
Goaltender	5	9	0	2	2	5	0	
Player	45	42	18	22	19	37	13	
TOTAL	50	51	18	24	21	42	13	219

Rep/AE Try-out Summary

	Goaltender	Player	Total
Novice Rep.	2	20	22
Atom Rep.	4	33	37
Pee-Wee Rep.	5	31	36
Bantam Rep.	8	34	42
Midget Rep.	1	12	13
	20	130	150



Action Pic

OUR PROPOSAL

Our pricing is standard for the sake of simplicity (see price sheet attached). That being said, for larger organizations like Brantford Minor Hockey, we do award discounts and sponsorship. Please see chart below for your organizations price per unit breakdown based on the size of your registration of nearly 90 teams. We have attached our product order form that parents will receive, but will be adding more items before the season begins. We are happy to offer multiple products but most organizations do just choose one or two from the list below to each player and we offer the remainder as separate items for the parents to purchase.

Product	Per Unit (+500 players)	Tax (HST 13%)	Total
8"x10" Player & Team Composite w/Frame	4.75	0.62	5.37
5"x7" Team Photo	3.50	0.52	4.02
9"x12" Sponsor Plaques (5x7 team photo + engraving)	17.00	2.21	19.21
7"x9" Sponsor Plaques (5x7 team photo + engraving)	14.00	1.82	15.82
Hockey Cards (9 per pack)	27.00	3.51	30.51
Custom Action Posters 13"x26"	35.00	4.55	39.55
Sponsorship from LVT IMAGING GROUP	n/a	n/a	-200.00

Annex D
Picture Day

EDGE IMAGING

Please know that we specialize in large event photography. Should you choose we have the capacity to organize & photograph all of your players in one day!

Quality:

- **Experienced friendly professional photographers only.**
- All portraits are rendered through Edge Effect to ensure vibrant accurate colour.
- Only the finest photo paper used in creating your products.
- Achieve Quality prints – **All prints are laminated** to protect them for years to come!
- All images are retouched for minor imperfections. – **Edge exclusive!**

Package Extras Available to Parents

- Key Chains
- Hi Res Digital Images
- Teammate photos
- Trading Cards
- Magazine Covers
- Colourful Photo Boarders

NEW! Packages will be issued at no extra cost in a **Portrait Book** format!

Based on approximately 500 players photographed over 2 days, the following products will be **supplied at the rate of \$5.95 a player** to the club (\$4.49 if done as a single day event).

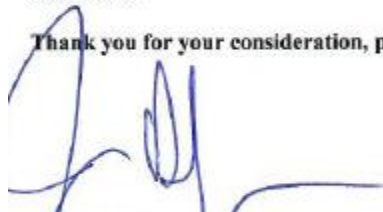
- **8 x 10 Teammate Photo** will be personalized with the club logo and team name. These will be provided for all event attending players and include the players team and individual image
- **Sponsor Plaques** – The **no charge** plaques are a nice “Thank You” gift for your sponsors. Team picture are mounted on a 'wooden' plaque with sponsor's name (*limit of 1 per team. Additional plaques will be billed at \$15.00 per team*).
- **Major Sponsor Collage and Mosaics** – are available for your sponsors that support a large number of teams.
- **Free copies of each team photo to be provided back to the club for coaches.**
- Electronic copies of all team photos can be provided **no charge** for your website.
- 10% Commission on all additional package sales or \$500.00 sponsorship.

A **Bonus** custom, full colour 3' x 6' banner will be provided free of charge for using our service this fall season.

I take pride in the experience that each player has with our company and with the level of service that I provide my customers. **Edge imaging truly offers the best quality prints and value of service in the industry.**

If there are any additional services or ideas you or executive may have please do not hesitate to call. My objective is to be flexible with our options in order to work with your organization. I am available to meet and discuss your exact needs.

Thank you for your consideration, please feel free to contact me any time!



Jason Delage
Channel Manager Sports Photography
jdelage@edgeimaging.ca
t -1 866-707-3343
m - 1 519-777-1564

Annex D Future Stars Photography

FUTURE STARS PHOTOGRAPHIC AGREEMENT

This service agreement between Future Stars and the Caledonia District Minor Hockey Association is for the 2018/2019, 2019/20 and 2020/21 seasons. Organization's photographic needs are for approximately 550 individual members.

EACH INDIVIDUAL MEMBER WILL RECEIVE:

A Premium Combo (a team and individual photo customized with league colours and logo) for the stated price of \$4.45 + HST plus shipping to be paid for by the organization.

AGREEMENT LENGTH AND PROMOTIONAL OFFERS:

You may choose one or all of the following Special Promotions for your league:

- 1) 1 Free 6x2.6' Vinyl Banner, customized for your league
- 2) 5% of the net order form sales after \$5000 (excluding HST) ordered via our Order Form on Photo Day(s)
- 3) 15% off sponsorship plaques and posters
- 4) \$250 Sponsorship deducted from your final billing

Please choose one of the following Agreement Options:

- A) 1 Year Agreement - you may choose 1 of the promotions listed above
- B) 2 Year Agreement - you may choose 2 of the promotions listed above
- C) 3 Year Agreement - you will receive all of the promotions listed above

CONDITIONS OF CONTRACT

1. Organization agrees to hand out an order form envelope to each individual member at least 1 week prior to photo day, allowing each individual member to select and pay for products of their choice.

NOTE: all players MUST submit an envelope regardless of whether they are purchasing extra photos.

2. Organization agrees to provide a table or spreadsheet of all teams in the association listing the Division, Team number, Sponsor Name and colour of jersey as well as a schedule to be used on Photo Day. Teams should be scheduled no more than 15 minutes apart.

3. Organization understands that 12 Photographer Hours are included in the Price per Premium Combo detailed above. Any Photography Hours greater than 12 will be charged at our cost of \$33 per hour. In order to avoid extra charges be sure to schedule your teams no more than 15 minutes apart and no less than 10-12 teams for any scheduled photo session (Photographer). One 3 hour retake session is included for no additional charge.

4. Organization will receive 2 free coach's pictures per team. Any additional photos will be charged at \$0.99 per picture.

5. Sponsor photos will be:

- A) 5x7 photo (free of charge) for each team
- B) 7x9 plaque with a 5x7 photo with a 1x6 message plate - \$17.50 + HST ea.
- C) 9x12 plaque with a 5x7 photo with a 4x6 message plate - \$22.95 + HST ea.

6. Organization will provide artwork (Logo or Letterhead).

7. Future Stars agrees to provide the incentives, promotions and commissions as laid out in this proposal.

- Free CD containing all Teams Photographed (Web size images)
- Free League Executive Group Photo
- 10% off all other products and services offered to your league, including spirit items, team wear and team gear and uniforms.

8. Payment of invoice will be due upon receipt. Organization will be notified of full amount prior to delivery of photographic products.

Annex E