



CDMHA Board Meeting Report: 5 October 2020

Present: Paul Robertson, Krystyna Lazar, Traciann Fisher, Paul Reilly, Lisa Turner, John Kichinko, Don Sauve, Beth Wise, Nicole Sansom, Michael Kichinko, Arli Harrison, Candace Adams, Erin Noble, Jeff MacDonald

Regrets: Leanne Tinebra, Brent Fehrman, Mark Annett, Brad Vanderburg, Tom Neilson, Mark Harrop

Absent:

Late:

Left Early:

Members:

Meeting Called to Order: 6:32 pm

Meeting Chair & Time Keeper: Traciann Fisher – Secretary

Agenda & Meeting Minutes: Secretary

- **Motion** to accept October 2020 meeting agenda by; Paul Robertson
Seconded by; Don Sauve
Motion Carried.
- **Motion** to accept September 2020 meeting minutes by; pushed to next meeting due to financials
Seconded by;
Motion Carried.
- Errors and Omission:

Reports:

Ice Scheduler's Report – John:

- Ice Contract Confirmed for October 2020
- Ice Contracts will be confirmed on a monthly basis vs confirming for the season
- Practice schedule updated to October 18 – will confirm month to month once ice confirmed
- Game schedules completed for U9 & U11, U15, we are still waiting for Cayuga to complete U13 and Hagersville for U18
- Game schedules will be added to the website when received
- U9 & U11 game schedules added to the website
- Game schedules are manually entered for this season by all centres & games are not linked between centres - this is a risk of errors to occur
- U9 will be playing half ice (cross ice) and we cannot have two x half ice games going at the same time due to numbers – therefore, we will schedule a U9, U11 or U13 practice on the other half of the ice - there will need to be communication regarding the safety of this as we can only use the black dividers
- Is there a plan on the communication on the rules for the information that got passed on for games U13-U18 have different guidelines for rules; there will be an update for the timekeepers as U11 and below is different ie. Buzzers every 90 seconds – there is a lot of different rules in there for this year –
- John needs 48 hours to cancel games; we will need to cancel referees and then find others to take the ice – we are responsible for the ice costs whether it gets used or not
- John will do his best to make practices within the same bubble but he cannot guarantee this

Registrar's Report – Mike:

- 372 people registered so far – we have had a lot of coming and going – we have one who wants to sign up for IP1 and two more for discovery. We are 17 for Discovery at this time.
- Remind the coaches that there is only a coach and a trainer allowed on the bench, although they can roster 5 people, only 2 can go on the bench.
- You can only be rostered to two teams as a coach, 1 team for players
- Coaching qualifications are expired as of August. It has been a task to get everyone on the right track for what they need but we are managing

VP of Rep/AE Report – Beth:

- See Annex F Beth will look into the roster for U11 Team 2
- Received an email from the County today advising that a few teams were not wearing their masks when they left the arena; this is considered a written warning for those two teams and they are tracking it and if there is another non-compliance or second warning will result in a suspension for a week and a third warning will result in a suspension for the entire season.
- Motion to accept Brent Fehrman, Mark Harrop, Brad Vanderburg, Tom Neilson and Mark Annett for coaching staff within CDMHA; Motion by Beth Wise and Seconded by Jeff MacDonald. Motion passed.
- Beth is looking into an App that connects with our MBSports and will provide some information

VP of Local League Report – Erin:

- Coaches selected and draft done
- Nicole – U11; Krystyna/Shari – U13; Traciann – U15; Don – U18
- Still need a convenor for U9
- The health sheets have been an issue at this time; there is a parent using the google forms and a parent who created an App – Erin will look into any of these may work for us
- Can only bring a small cosmetic type bag for players into the arena at this time; goalies and coaches can bring a bag -Arli will condense the information into a one page format to make it easier to read
- U9 is full; we can take a few in each of the other age groups
- For practices – can the coaches work together if they are in different bubbles but one team sits on the bench while the first team does the full ice drill? We will look into this.
- List of coaches will come hopefully by the end of the week as we are still waiting for the full rosters.
- If you are in a tier 2 team in a bubble of its own and cannot skate with the other team – then why can we sit in the same hallway?
- U13 and above both teams must start the game with 5 players +goalie or 6 players
- U11 and below both teams must start the game with 5 players + goalie or 6 players
- For games – you can use the other teams trainer but you need one coach on the bench; for practices if the teams are in the same bubble then the other coach could take care of it but if not, then they would need to see if there is a coach in their bubble available.

Minor Novice/IP Convenor/Coordinator Report – Candace/Paul:

- The IP groups are almost at capacity and the Discovery group is at 17 and can only take 18.
- Split both IP1 and 2 into 4 teams which is an ongoing process at this time due to movement;
- Challenging to social distance on the ice but working hard on that and hoping to have some fun
- The Discovery will start 8 November; the website has been updated to Dec for IP1, 2 and Discovery
- Cleaning/sanitizing stuff for the 4 sets of IP2 goalie equipment
- The gate keepers are doing the health screening and it is helping a lot

- They would be open to taking some time during the week as long as it's early

Development Convenor Report – Mark:

- Mark has worked with On Ice to provide a deal for CDMHA for Goalie Development. It is 8 sessions for \$200 – they offered this as they felt others were gouging people in a time when some people cannot afford it.

Equipment Manager's Report – Leanne:

- Goalie equipment is issued for all teams and Leanne will tee up with the IP2 when they are ready.
- All team equipment has been issued to the teams

Gate and Time Keeper Convenor Report – Connie:

- No Report Issued

Treasurer's Report – Jeff:

- See Annex A.
- Jeff will reach out to Eric regarding sharing the costs for the referee scheduler
- Reviewed the August and September financials
- Jeff will take the reimbursement forms dropped off at his house or left in the hockey office but would like it to be a JPEG.

Website – Arli:

- Can we spend some time and update the website to include information about what the Discovery and IP programs entail? Traciann has had some inquiries regarding these levels.
- Coaches can send their information or access requests to the website and Arli will get that organized.
- She will summarize the arena protocols.

Challenge Cup – Beth:

- No Report Issued

VP of Business Report – Lisa:

- Still working on the sponsorships – put it out to local business and put it out at \$500/team; Lisa will finalize the letter for approval by the board;
- There should not be a requirement for specific teams
- Motion put forth by Lisa to accept Mabels Labels as a Association Sponsor – seconded by Candace – motion passed 9 in favour.

Secretary Report – Traciann:

- Beth is working on the award presentation.
- Annex C – proposal from Off the Bench
- Picture Day - looking into this right now with County
- Policy and Procedure Update – See Annex E - Motion by Traciann Fisher to update the P&P and seconded by Paul Robertson – motion passed.

President Report – Brent:

- Return to Hockey Framework – please remind your coaches to ensure their players are wearing their masks when they do not have a hockey helmet on; there are also only very small bags allowed

Open Business:

- **Action:** CDMHA Hockey Day -
- **Discussion:** On Hold for this time

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

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

- **Action:** Amalgamation
- **Discussion:**
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New Business:

- **Action:** Coach Mentor Convenor
-
- **Discussion:** See Annex D

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

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

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

E-Mail Votes

There were three quotes for “practice” type jerseys – see Annex B. Vote was put to the board and they voted 10 in favour of Off the Bench, 5 in favour of Breakaway Distributing and 0 for ILA. 3 did not vote.

Deferred from last Meeting:

Ice Cost Analysis (Jeff McDonald) – Feb 2020

Jersey Tender Information

Off the Bench

Deferred to Next Meeting:

Motion to adjourn by: Paul Reilly

Seconded by; Krystyna Lazar

Motion Carried.

Meeting Adjourned - 8:10 pm

Annex A
Financials

Caledonia and District Minor Hockey Association

PROFIT AND LOSS

May 1 - October 5, 2020

	TOTAL
INCOME	
4200 Registration	118,000.00
4500 Challenge Cup Tournament	
4505 Tournament Registration- Challenge Cup	0.00
4550 Other Expense Challenge Cup	0.00
Total 4500 Challenge Cup Tournament	0.00
Total Income	\$118,000.00
GROSS PROFIT	\$118,000.00
EXPENSES	
5050 Bookkeeping Fees	144.86
5080 Bank Fees	538.84
5081 QE Fees	394.52
5082 Elavon Fees	3,724.54
Total 5080 Bank Fees	4,657.90
5100 Team Parties	270.00
5160 Equipment	
5161 House League Jerseys & Socks	17,390.70
5162 Rep Jerseys & Socks	22,704.53
Total 5160 Equipment	40,095.23
5185 Hockey Development	
5175 Goalie Development	600.00
Total 5185 Hockey Development	600.00
5220 Ice Scheduler	2,000.00
5225 Registrar	2,000.00
5230 Referee Scheduler	
5235 Other Miscellaneous Service Cost	0.00
Total 5230 Referee Scheduler	0.00
5260 Office Expense	
5270 Website	1,224.92
Total 5260 Office Expense	1,224.92
5280 OMHA Fees	18,144.00
5380 Referees	153.68
5390 Registration Expense	550.00
5910 Other Expenses	423.65
Total Expenses	\$70,264.24
PROFIT	\$47,735.76

Annex B
Email Vote

Off the Bench – Less than 350 Jerseys - \$16/jersey and \$10/sock; 350+ jerseys would be \$15/jersey and \$10 sock includes logo on the front, number on the back, stop sign and sponsor

Breakaway Distributing – 300+ jerseys - \$13/jersey and \$8-\$10/sock includes logo on the front, number and stop sign on the back; to put on sponsor bars after the fact would be \$3/jersey

ILA - \$24/jersey (player), \$29.00/goalie jersey and \$9.50 socks. With the logo on front, name, number and stop sign on the back.

Annex C

Fundraising – Off the Bench

Fundraiser Options

Skate Mat \$12.50-\$15

Stadium Cushion \$16.50-\$20

Skate Shaped Can Coolers \$5

Summer Tuberz \$5

Masks \$5-\$7.50

Fleece Blankets \$30

Water Bottles \$5-\$7

I have other options as well I figured this should help start the conversation.

As discussed I also would like to suggest a partnership together for ALL apparel this coming season including team sales. We could have a percentage of the sales go back to Minor Hockey. So basically we are sharing profits on anything Thunder sold. We could build an online store that you have access to analytics to see all sales generated, as well as any in store purchases the members could submit their receipts to the board. So that every sale is tracked and paid back correctly. I would also supply monthly reports on sales in store for you guys to have on file. All prices and percentages can be agreed upon ahead of time.

See Link for Online Store

<https://otbse.gearware.com/Shop/Store.aspx?sid=27>

Annex D
Coach Mentor Convenor

Coach Mentor/Development Convenor:

He/She shall work to better the recruitment, training and retention of all levels of CDMHA coaches and to further the goals of the CDMHA Board with regard to coaching. He/She will assist with the on-ice skills training of CDMHA players. This position is a convenor position on the CDMHA Board and is not currently the President, VP of Rep/AE or LL or the Development Convenor.

He/She will report to the VP's of Rep/AE and VP of Local League. The term of the position is for one year. 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;
- To construct or edit the coaching selection process for CDMHA as required
- Be a member of the Coach Selection Committee (except if there is a conflict)
- To construct or edit Coach evaluation forms as required;
- To help recruit, train and keep coaches;
- To assist first time head-coaches in various capacities;
- To evaluate current coaches during practices and games

Qualifications

All applicants must ...

- Have a minimum of four years of minor hockey (or other) coaching 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.
- Be a reputable member of the community and in good standing with CDMHA.

Applicants would be preferred If

- They have played a high level of hockey
- They have coached at multiple different age groups
- Do not have kids in minor hockey
- They have a background in coaching/playing other sports
- They are currently a trained or certified coach and or trainer

Annex E
Policy and Procedure Update

Section 11 – Equipment and Information Controls

Add:

CDMHA will make every reasonable attempt to provide goalie equipment to those wishing to try the position. CDMHA will make every reasonable attempt to ensure the equipment is in good repair. CDMHA will lend goalie equipment to participants falling in the U11 category and below as long as the Association has the correct size of goalie equipment for the participant. Once the equipment has been loaned/signed for it is the responsibility of the participant to return the equipment in good working order. Should there be a problem with the equipment loaned it is the responsibility of the borrower to report such issues as soon as they occur. CDMHA does not provide goalie helmets, jocks or skates.

Annex F
Tier 1 – Coaches

2020-2021 Tier 1 Coaching Staff

<u>U9 – Team #1</u>	<u>U9 – Team #2</u>
Head Coach: Geoff Dunnigan Asst. Coach: Mark Annett Asst. Coach: Justin Hay Trainer: Tom Hutton	Head Coach: Rich Adams Asst. Coach: Mike Fleming Asst. Coach: Mike Peart Asst. Coach: Al Schouten Trainer: Carl Ricker
<u>U11 – Team #1</u>	<u>U11 – Team #2</u>
Head Coach: Brent Fehrman Asst. Coach: Brad Vanderburg Manager: Mark Harrop Trainer: Tom Neilson	Head Coach: Roger Long Asst. Coach: Mark Annett Manager: Ian Hunter Trainer: Steven Gibson
<u>U13 – Team #1</u>	<u>U13 – Team #2</u>
Head Coach: Bryan Edge Asst. Coach: Paul Hozjan Asst. Coach: Trainer: Pete VanSickle	Head Coach: Kyle Pickett Asst. Coach: Dan Wright Asst. Coach: Mike Fleming Trainer: Dave Fess
<u>U15 – Team #1</u>	<u>U15 – Team #2</u>
Head Coach: Brian Osborne Asst. Coach: Jason Cattle Asst. Coach: Dan Wright Trainer: Jason Cattle	Head Coach: Brian McLean Asst. Coach: Kevin Rupert Asst. Coach: Eric Davison Trainer: Jay Steeves
<u>U18 – Team #1</u>	<u>U18 – Team #2</u>
Head Coach: Andrew Guidolin Asst. Coach: Rob Levitt Asst. Coach: Tyler Chute Trainer: Mark Simington	Head Coach: Colin Sewell Asst. Coach: Jamie Vowles Asst. Coach: Jay McColamn Trainer: Cory Kuepfer

Annex G
Sponsorship



Caledonia District Minor Hockey Association (CDMHA)

2020-21 Sponsorship Opportunities

Hello there Local Business Owners,

With the Covid 19 pandemic upon us this season, it is going to be a season like no other. We are leaning more then ever on our local businesses to help support our minor hockey program. With the loss of our biggest fundraiser, our annual Challenge Cup we are hoping to make up other funds through other fundraising efforts and the support from the local businesses.

Registration remains strong, with hopes of growth with the additional developments coming to our town. CDMHA offers minor hockey to all youth ages from the Discovery program, IP Program, our many Local league teams, our REP and AE teams that compete from Minor Novice to Midget. In all we traditionally have over 500+ players that will be coached to have fun, play as a team and make their home town proud!

Before we know it, we will once again find ourselves on the verge of another terrific hockey season. The 2020/2021 season will begin, promising to be fun, successful and most of all full of learning for the players of Caledonia Minor Hockey.

We are asking for your support by sponsoring one of our teams for the cost of \$500 for the season. With that sponsorship we will put the business name on the back of the team's jerseys, company logo and information posted on the CDMHA website and social media feeds, and recognition in making the upcoming season a success. Without you, we would struggle to provide the program we do, and want to ensure that you are part of our community hockey program.

Your commitment will ensure we can continue to provide the best possible hockey program we can, developing players that have potential to represent our town in bigger communities and provide the health, learning and joy hockey brings to those who both play it and support it.

Thank you for taking the time and consideration. If you are interested in sponsoring teams this season. Please let me know and if you have a preference of a team or division I will do my best to accommodate the request.

Hope all is well!

Lisa Turner

Vice President of Business and Operations

Caledonia District Minor Hockey Association

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