



## **CDMHA Board Meeting Report: 8 September 2020**

**Present:** Beth Wise, Brent Fehrman, Erin Burke, Krystyna Lazar, Traciann Fisher, Mark Harrop, Paul Robertson, Nicole Sansom, Michael Kichinko, Connie Scott, Lisa Turner, John Kichinko, Candace Adams, Mark Annett, Leanne Tinebra, Brad Vanderburg, Arli Harrison

**Regrets:** Tom Neilson, Jeff MacDonald, Don Sauve

**Absent:** Paul Reilly

**Late:**

**Left Early:**

**Members:**

**Meeting Called to Order:** 6: 32 pm

**Meeting Chair & Time Keeper:** – President

### **Agenda & Meeting Minutes: Secretary**

- **Motion** to accept September 2020 meeting agenda by; Erin Noble  
Seconded by; Beth Wise  
Motion Carried.
- **Motion** to accept August 2020 meeting minutes by; Beth Wise  
Seconded by; Paul Roberston  
Motion Carried.
- Errors and Omission:

### **Reports:**

#### **Ice Scheduler's Report – John:**

- Ice request for 2020/21 season for September, Challenge Cup & Coaching clinic have been cancelled
- Updated Ice request for 2020/21 needs to be submitted by September 11 - need to determine ice requirements for season asap to allow time to submit
- County is looking to change the Facility Booking & Ice Allocation Policy - delayed due to COVID-19
- Arena Covid-19 protocols received & forwarded to Brent & Traicann - further updates to this will be coming shortly – see Annex D

#### **Registrar's Report – Mike:**

- We currently have 263 registered for hockey in U9 – U18;
- 11 registered for Discovery
- 21 registered for IP1 and 19 for IP2
- Has refunded all the Rep/AE fees except for 2 which need a cheque refund
- The numbers are coming in pretty steady since 1 Sep when we opened the Registration

#### **VP of Rep/AE Report – Beth:**

- No Report Issued

### **VP of Local League Report – Erin:**

- Will Minor Novice fall under IP like it did last year or will it go under with Novice and then I will be responsible for it with looking for coaches and stuff for it? **We are currently reviewing this with the other centres. It has been proposed we run both major and minor together.**
- If the above are separate Michael are you able to split up the age column on the Registration to show the separation of the two divisions.
- What will the plan be if say we have three teams in one age group with then three extra kids what happens to those three kids while we wait for more people to sign up late? **If we have more than enough players for 3 teams we will have to create 4 teams with lower numbers on each team.**
- Michael When they are registering does it ask if they are wanting to Play Rep /AE or LL I cannot remember from signing up my own kid. If there is can a column be add to the registration saying if they are rep/Select or LL? If not, that is fine just trying to figure out how many coaches will be needed for LL. **Players will be placed in the division based on last years rosters and evaluations. We will need to cross reference from last years rosters.**
- For families that have multiple children, can a second/third sibling come into the arena while one of the siblings is playing? We will reach out to the County for this answer.
- We still need coaches for U18, U13 and U9 and a convenor for U9 and U15.
- Would we consider doing something different for convenors this year considering the tiers/bubbles but we will address this moving forward.

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

- The numbers are pretty much where they expected them to be. They have capped the Discovery at 20 at this time. This may be too much considering the amount of people we are allowed on the ice. We will cap this at 18 this year.
- Waiting to hear about the minor Novice – Brent will have an update later this week once we meet with the other centres. We may combine minor and major novice due to the no travel. The county has said we cannot use the dividers so we will need to just use half of the ice surface and not use the dividers for practice.
- If we combine minor and major novice the recommendation is for this level to play half ice all year (OMHA).
- Will order jerseys once numbers are a little more firm

### **Development Convenor Report – Mark:**

- **Option 1:** We can cancel development as Brent had mentioned earlier this summer. Maybe tell teams to figure out for themselves! Hopefully that is not an option because so many of the kids depend on the power skating especially in the younger ages. My rational being all coaches are not equal and especially in LL not all coaches are able to teach the techniques Or break down a drill for a kid to understand. Yes in the past we could use volunteers from older players/goalies but with all the bubble rules we can't mix groups. Unfortunately we cannot implement our development program like we have in years past due to Covid-19.
- **Option 2:** We provide 2 development skates per month to each team during a scheduled team practice. These practice times could be run on the same Monday /Wednesday time slots we have used for development in past years. The benefit to this is the cost of ice for the 3 hrs for development is eliminated Approx \$5,999.70 in extra ice cost 19/20 season for

development. If you use the latest registration number 263 so basically 26 teams from U7-U18.

- So 26 teams, 2 teams per session=13 x 10 sessions =130 hrs x \$175 = \$22750 Divide that by 263= \$ 86.50per player for ten sessions over the course of the season. Now these numbers are rough as I may be able to get better pricing for the amount of development needed to meet this requirements. And I know it doesn't include Goalies. But this model could be scaled up or down as the registration numbers fluctuate.
- Here are the numbers to exclude Midgets -34 kids  
229 Kids = 23 teams 2 per session=12  
12 x 10 sessions =120 hrs  
120 x \$175 = \$ 21000  
2100/229= \$91.70 per player
- Exclude Bantam -34 kids  
195 kids = 19.5 teams 2 per session= 10  
10 x 10 sessions= 100 hrs  
100 x \$175= \$17500  
\$17500/195 =\$ 89.74
- Or full registration based on 500 registrations
- 50 teams 2 per development session= 25
- 25 x 10 sessions =250 hrs
- 250 x \$175= \$43750
- \$43750/ 500 = \$87.50 per player
- If we use team scheduled practices to provide development sessions we eliminate nearly \$6000 in additional ice costs. If you take that \$6000 off the full registration number at 500 kids drops the price to \$75.5 per kid for 10 sessions for the entire season.
- If you remove the top tier teams and only provide development to Local league kids, Tier 1 teams will probably want to control their own development.
- **Option 3:**
- We provide several development options or plans to our membership. All teams wanting development would be responsible for collecting money and paying Association By a specified date and would be able to pick from a list of approved development providers to schedule development during a scheduled practice.
- Option 1: your team does not require development
- Option 2: powerskating 10,12,14 session programs
- Option 3: powerskating/ skills 10,12,14 session programs
- Option 4: powerskating/shooting 10, 12, 14 session programs
- Option 5: Defensive skating/ shooting/ passing 10, 12, 14 session programs
- Option 6: Goalie development 10, 12, 14 session program
- All of these development session would be scheduled during team practices as well and prices would be negotiated with approved development providers by CDMHA prior to teams picking options. We are a stronger buyer as a group than we are apart and can provide a better development program for our dollar. I believe that more people would be interested in development if we were able to provide it during their scheduled practices so that they don't

have to come to the arena 2 or more times a week. I believe it will alleviate some pressure from coaches by planning less practices as well as provide a learning experience by watching their team do the development.

- In regards to Goalie development, at this time we cannot do group training at HCCC because all the goalies will be from different bubbles. Therefore, I recommend goalies going back to training out in the community. We may need to look at our policy at this time regarding what we would cover for goalie development.
- Mark can make a list of options that can be used for development if the teams do ask.
- I would like to put a motion on the floor to eliminate or renegotiate the cost of our scheduling and registration fees paid to John and Mike. Even if it's just for this season. Like everyone keeps saying this is unprecedented times and we need to look for ways to save money. Personally I don't think anyone should be getting paid if we are a true non profit organization and are only looking at the kids best interests. \$12000 puts a big dent in our costs that could be used to cover other costs, like more jerseys if needed or cut cost of development. Seconded – Nicole Sansom
- Discussion – Not feel that this is the right time due to what they have already done; could we look at renegotiating?
- We have tried to find people for these positions in the past and there has never been anyone to do this position without it being a big mess – you need knowledgeable people doing the scheduling and the registration – the paperwork has to be done and done correctly – if we break this down to the number of hours and what we pay it is fairly minimal – in reality we cannot put a price on this; Besides their position, they bring a lot more to CDMHA then just the Registrar and Ice Scheduler position – feel that they go above and beyond.
- Could it be done cheaper? A company would not do it for less money.
- Favour – 2
- Not in Favour - 12

#### **Equipment Manager's Report – Leanne:**

- I have a question about Midget – are we planning to have midget level of play this year divided into age groups or is it still going to be 3 years age group and divided into tiers from there?  
**Nothing is set in stone yet, but by the looks of registration so far it would be hard to divide into age groups.**
- Goalie equipment – will we need to loan this out to every possible team? We will wait for information on this depending on how many teams. We will follow up with the OMHA as well regarding this – we don't have a lot of equipment above the Novice level and most of this is in the IP/Tyke level.
- For the equipment return – we got mostly everything back – there are a few first aid kits that did not get returned and Leanne has offered to go their houses and get equipment back.

#### **Gate and Time Keeper Convenor Report – Connie:**

- No Report Issued

#### **Treasurer's Report – Jeff:**

- See Annex A.

#### **Website – Arli:**

- On the website to enter the teams – they will be updated to the new U categories and we will wait until we form the bubbles to complete all the teams;

- The link/code is incorrect for FlipGive on the website. But, we do have 63 people registered so could there be an issue with the user – we will review and confirm.

#### **Challenge Cup – Beth:**

- No Report Issued

#### **VP of Business Report – Lisa:**

- The different style jersey, like a practice – multiple colours – Off the Bench \$15 - we could order blank ones and once sponsorship is confirmed then they could go in for the sponsorship patch to be put on; Suggestion is to go with a less expensive jersey for this year based on our team limits of 10; Break away Sports - \$18 plus \$2 for sponsorship, Sports International \$18 but sponsorship on it prior to delivering. Off the Bench needs to 3 weeks lead time. ILA - \$14.75; 2 weeks lead time Source Team Sports \$13 but unsure about sponsorship costs. Crest, number, sponsorship, name and Stop Sign.
- 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;
- In Camera 7:43 pm Out of Camera 7:44 pm
- Will we be planning on doing something for the awards to recognize those individuals from last year – the awards are sitting in the hockey office – we were hoping to be able to give them out but we are restricted – Beth and Traciann will work on something.

#### **Secretary Report – Traciann:**

- See Annex C – anything sold with a CDMHA logo would be part of the program/fundraiser
- I would also like to propose that we employ the gate keepers to do the screening of the participants as they come into the arena at this time.
- I put in a Grant request through the Resilient Communities Grant Fund – (Trillium). I have not heard back anything at this time, it was due 2 Sep 2020.

#### **President Report – Brent:**

- Return to Hockey Framework – Stage 3 – See Annex B
- Will be conducting a meeting with the other centres on Thursday to discuss the tiers and get organized for the ice allocation and other requirements (jerseys)

#### **Open Business:**

- **Action:** CDMHA Hockey Day -
- **Discussion:** On Hold for this time
- **Action:** Late Fees – removal
- **Discussion:** Based on the OMHA guidelines of flexible registration, I believe that we cannot charge late fees this year. Those who have not registered by 1 Sep 2020 cannot take advantage of the multiple payments.
- **Action:** Cost Saving Measures:
- **Discussion:** Minor hockey has booked about 5 hours of extra ice/week to support programming (this varies according to what the teams would need i.e. more than one practice per week, LL teams getting full ice practices a few times a year) we could take a look cutting this back or eliminating this to save some money moving forward; there is a concern about cutting ice if we need to move to smaller groups on the ice, we may need this ice but it is an option to look at; there has been a lot of discussion surrounding Midget practice time i.e. maybe not

schedule a full ice practice for them or are there other options for this age group; there was discussion with Haldimand LL on cutting Midget LL practices but it didn't go anywhere – for CDMHA there was approx.. 2 hours of ice per week assigned to LL Midget practices (if we move these to games, there could potentially be a cost for this for referee's and time keepers); the ice scheduler will reach out when the ice time needs to be firmed up (table this for upcoming meetings);

- Could we move to one timekeeper for some of those games as well as potentially 1 gate keeper?
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- **Action:** Amalgamation
- **Discussion:** 20 August met with other centres, Dunnville, Cayuga and Hagersville; went through Norfolk and West Niagara rules of Operations (new this coming season – single A centres); started to create a list of guidelines to give better detail on how the amalgamation can work – they are just cleaning up the guidelines at this time and once this is done, Brad will send it out for review.
- There would be costs associated at some point for this and this is being reviewed at this time.
- Has anyone changed their mind on this at this time – should we still continue to investigate and come back? Yes.
- There is a meeting set for 17 Sep and Brad will have some more in-depth information for our next meeting.

#### **New Business:**

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

#### **E-Mail Votes**

Motion by Brent Fehrman to open 2020/2021 Registration with the agreed upon fees from previous with the understanding that we may need to ask for more money for Registration down the road or take money from the CDMHA savings. Seconded by Traciann Fisher. Motion passed. Registration opened 1 Sep 2020.

#### **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 Robertson

Seconded by; Mark Annett

Motion Carried.

**Meeting Adjourned** - 8:16 pm

Annex A  
Financials

## Caledonia and District Minor Hockey Association

### PROFIT AND LOSS

May 1 - September 1, 2020

	TOTAL
<b>INCOME</b>	
4200 Registration	24,300.00
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	\$24,300.00
<b>GROSS PROFIT</b>	\$24,300.00
<b>EXPENSES</b>	
5050 Bookkeeping Fees	144.86
5080 Bank Fees	522.84
5081 QE Fees	342.43
5082 Elavon Fees	2,324.54
Total 5080 Bank Fees	3,189.81
5100 Team Parties	270.00
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	0.00
Total 5260 Office Expense	0.00
5280 OMHA Fees	24,192.00
5390 Registration Expense	550.00
5910 Other Expenses	423.65
Total Expenses	\$33,370.32
<b>PROFIT</b>	\$ -9,070.32



## Annex B Return to Hockey



## 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 Arena Protocols



Dated: August 28, 2020

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### STAGE 3B – ARENA OPENING GUIDELINES

As of Tuesday, September 8 Haldimand County will expand its reopening protocols for the Haldimand County Caledonia Centre (HCCC) Arena Almas Ice Pad. It is currently anticipated that the County's other four ice pads (HCCC Clark, Cayuga, Dunnville and Hagersville) will open as of October 1, 2020.

These protocols include updated information related to [Rental Guidelines](#) and Public Access to the following: Common Areas (including front lobby, concessions and vending machines), Ice, Change Rooms, Spectator Seating and Walking Track.

In order to maximize safety for all:

- Anyone accessing the Arena must enter through the front doors and be screened;
- Masks must be worn in all common areas (front entrance, lobbies, hallways, change rooms) and are encouraged to be worn in the stands and while using the walking track;
- Visitors/participants are asked to keep valuables at home or secured elsewhere (e.g. vehicles).

#### Ice Rental Guidelines:

- A maximum of forty (40) participants (including skaters, coaches/trainers and referees) will be allowed on the ice at one time;
  - Screening will take place upon entering the Arena. Participants will be able to enter no more than 15 minutes prior to their scheduled rental time and must leave within 15 minutes after the rental;
  - Anyone entering the Arena and moving throughout the facility must wear a mask;
  - Directional floor stickers and signage will be posted throughout the facility;
  - Participants must arrive at the Arena wearing their equipment (with the exception of skates and—in the case of goalies—pads);
  - Chairs will be set up outside of the ice pad for putting on skates, and participants must use the same chair for the duration of the rental;
  - Change rooms will not be available for use unless they are required to accommodate overflow of participants (e.g. if not enough chairs can be made available, as noted above);
  - Limited washroom facilities will be available for use;
  - One (1) parent/guardian per skater will be allowed in the facility; no exceptions. The parent/guardian may remain in the designated seating area during the rental;
  - Rental contract holders will be required to submit a roster of those individuals participating and any coaches/trainers;
  - Water filling stations or taps will not be available; please bring your own filled water bottle(s);
  - No coloured beverages (e.g. Gatorade) are allowed on or near the ice;
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- Vending machines will be unavailable;
- Concessions may be open for take-out or curbside pick-up; however, no seating (besides the stands) will be available. (Participants are encouraged to visit the concessions to support these local community groups/businesses.).

**Change (Dressing) Rooms:**

- Change Rooms will remain locked unless they are required to accommodate overflow of participants;
- A maximum of ten (10) participants—including youth, parents/guardians, coaches/trainers—is allowed;
- Masks must be worn at all times while in the change room.

**Walking Track:**

- A maximum of twenty (20) walkers will be allowed on the track at one time;
- At this time, no running or dry-land training will be allowed;
- Walkers are encouraged to provide their contact information (name and phone number) for contact tracing purposes. This information will be kept for 30 days and then destroyed;
- Walkers are encouraged to wear face coverings while walking;
- If necessary, walkers may use the seating identified for public use, ensuring they socially distance (6 ft./2m) or wear a mask.

**Community Room Rentals (Caledonia Remax, Cayuga McSorley, Hagersville Almas Rooms):**

- It is anticipated these spaces will re-open as of October 1;
- Please contact the Facility Booking Clerk (905-318-5932, ext. 6507) for updated occupancy numbers.

**Seating (Stands):**

- A maximum of forty (40) visitors will be allowed in the designated public seating area (to accommodate parents/guardians and walking track participants);
- Masks are encouraged to be worn while in this area; however, they must be worn if physical distancing of 6ft./2m cannot be achieved or if you move into common areas.

**Please note all guidelines will be reviewed and revised as necessary.**