



Meeting Minutes

CDMHA BOARD MEETING: January 6, 2025, 6:30PM – REMAX ROOM

Present: Nicole Sansom, Shawna Carrick, Betty Caspersen, John Kichinko, Mark Annett, Mark Harrop, James Chatelain, Katie Gravelle, Corry Bently, Michael Kichinko, Paula Hamilton, Gareth Holloway

Regrets: Krystyna Lazar, Traciann Sharp, Barb Zielger, Arli Harrison, Ashley Stoneman

Absent: Brent Fehrman,

Late:

Left Early: Michael Kichinko.

Meeting Called to Order @ -

1. Approval of December minutes: not enough board members to votes 5 min
2. Approval of January agenda: not enough board members to vote.
3. Ice Schedulers Report: John – 10min (15m)
 - Practice Schedule - all teams have been scheduled for one practice the week of January 13-19. More practices will be added for this week & balance of season once U11, U13 & U18 playoff schedules are completed
 - U11, U13 & U15 teams have been scheduled for a minimum of four full ice practices to January 12
 - Regular Season Ends January 12 for U11, U13 & U18
 - Games for A/B Playoff Split to start January 15 tentatively for U11, U13 & U18
 - All playoff games for U11, U13 & U18 and U15 regular season to be completed by March 6
 - Semi Finals for U11, U13, U15 & U18 to be played between March 18 to 26
 - Hagersville March 29th - Finals
4. Registrar's Report: Michael – 5 min (20m)
 - All rosters are approved, except for U9 Select,
 - All registration fees are paid up.
 - Jan 15th for AP's to be added to rosters.
 - To use AP's when players are NOT missing will need to be on a case by case basis.

- Jan 2nd an email was sent out that 6 (Phill Sholtz, Bo Bottenfield, Chad bridges, Neil Holt, Adam Raven, Wes Pauls) coaches are having VSC expiring and will be pulled from the roster as of Jan 8th if not submitted.
- U13 Select owes \$13 for a travel permit.

5. VP of Local League Report: Traciann – 5 min (25m)

- Adam Raven is looking for board approval to allow the use of AP's for all his upcoming games. He currently has a roster of 11 and would like to bring up an AP to put his roster to 12. HLL rules allow U9 to AP to a maximum of 12 but the CDMHA rules only allow for AP's in the event of absence of other players unless approved by the board. I am making a motion to allow the U11 teams the use of AP's to bring their rosters to 12 if need be. I will need a second and a vote.
- From HLL Meeting : U7 & U8 teams will not need travel permits for their exhibition games played at other centers as long as they are scheduled by the center and recorded on the website. If teams reach out to other centers to set up their own exhibition games, they will need travel permits.
- please ensure that Participation game sheets are being filled out correctly. Our center is doing a good job but other centers are not. They need the players' full name and number and signatures.
- U9 team codes will be out to me this week and I will forward off to the coaches so they can set up their rosters electronically for gamesheet in preparation for the full ice part of the season.
- Super Sunday. I would like to host the U9 Super Sunday on 30 March 2025. This would entail a "playoff" day for all U9 teams from all centres. Cayuga hosted last year. Each team would get two games that day and a medal at the end of their last game. Each centre would assist with costs for ice, referees and medals. I checked and the ice is available. I would need board approval to go back to the other centres. Paula is on board to assist me with this for that day.
- At the request of the Haldimand LL, there has been a form set up on the Haldimand LL website to report suspensions either served at tournaments or received at tournaments. The coach can either communicate to VP LL or complete it themselves. (John will speak to this as he created the form).
- There will be an update to the VSC next season. Details to follow
- Referees are being Strick on the penalty 11.4.
- An email was sent out today about all LL centers, regarding U6 and 7 need to be cross ice games, not half ice games. Associations could be sanctioned if they are caught.
- Trying to black out dates for U18 around exam dates.

6. Tyke Convenor/Coordinator Report: Katie – 5 min (30m)

- U6 coach was requesting ice time, can be requested through John.
- Review with Traciann if U6 teams are able to play cross ice games.

7. Convenor Report: Paula, Ashley, Lorelei, Shawna, Betty – 5 min (35m)
 - what the process is for disciplines, who the discipline committee is etc. I have had 2 instances where I have not heard back about the outcome – Shawna
 - Formal Discipline form will go directly to Traciann (VP of LL), then goes to John. John will review complaint; a committee is then set up of 3. The committee meets and investigates, and fact finds. They will then decide on what the ruling of the discipline, report goes to Traciann and Mark for approval. Communication is then sent out to involved parties.
8. Discipline – John Kichinko.
 - Was done by Dec 15th. – Ask John for details.
9. Development Convenor Report: James – 10 min (45m)
 - Notified that a U6 coach had a player with ADHD. Links below to included into website, will need to vote on adding them.
10. Equipment Manager Report: Corry – 5 min (50m)
 - Looking into vacuum seal bags for extra jerseys.
11. Coach Development Report: James – 5 min (55m)
 - No report
12. Timekeeper: Krystyna – 5 min (1hr)
 - all timekeepers have been assigned to Challenge Cup
 - A meeting with all staff will be scheduled this month
13. Treasure Report: Betty – 5 min (1hr 5m)
 - Bank Account balance as of June 1, 2024 was \$19,777.00.
 - Current bank account balance is \$147,777.00
 - Challenge Cup budget was provided by Mark Harrop
 - Jamboree budget was provided by Mark Annett.
 - All invoices over \$1,000.00 are reviewed by myself (Betty Caspersen) and forwarded to Mark Annett and Traciann Sharp for review and approval.
 - Player development, the cost was \$6250 and the income coming in was only \$5000.00.
 - Jersey Cost is for all jerseys that were ordered. This amount will be carried over for next 2 years.
 - Appendix A

14. Website: Arli – 5 min (1hr 10m)

- created an online form for the formal complaints process. The previous method was a print and submit form. The new form was generated from the previous paper form. The new online form can be completed and will automatically be sent to the president & VP.
- The online form is now live.

15. Fundraising Committee: Barb – 5 min (1hr 15m)

- No report

16. Select Team Update – 5 min (1hr 20m)

- Mark A - U15 Selects - Trying to sort use of IPADS for game sheets at other Associations in case needed for ex game - could we get a IPAD just for Select teams - timekeeper issue, teach parents to use time clock - just for reference Rivercats parents run clock at home games.
- John is responsible for scheduling the ice and refs. Timekeepers are only scheduled for Caledonia games.
- U15 Select team has registered in 2 tournaments as the Caledonia Jr Corvairs. This will need to be changed.
- Mark A - Attended U9 Select tryout, select committee needs to still have meeting with coaches
- Mark A - Checked in on a U13.U11 select games
- U11 was looking to schedule a game which would have been their 5th in the month and they were advised no due to the 4 game maximum.

17. Challenge Cup: Mark H – 5 min (1hr 25m)

- Looking for volunteers
- Venders will be in Remax room.
- Timekeepers/ Refs and scheduling all complete
- Uploaded all rosters / completed
- Trophies are ready to be picked up
- MVP pucks are ready to go
- Waiting on a few travel permits on a few teams.
- 6 games in Cayuga Saturday

18. Jamboree: Mark A – 5 min (1hr 30m)

- Game Sheet app for U9
- U7/U9 will use paper game sheet
- U7 we are still looking for teams – need 4 more

19. Presidents Report: Mark A – 15 min (1hr 45m)

- Fake emails - how can this be addressed- send out email reminder
- Attended Corvair games for flag contest
- Helped complete association raffle
- Met with Betty to go over cheques

- This was brought to my attention by a U6 player's parent's, their child is diagnosed with combined ADHD. They would like to see something on the website to promote the course for coaches to take. They also provided some resources we could give coaches or have available on website

- **Appendix B**

20. Open Business – 10 min (1hr 55m)

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21. New Business

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Defer to Next Meeting

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Next Meeting: February 3, 2025, 6:30pm – Remax Room

Motion to adjourn by: 8:11pm

Appendix A

APPENDIX A

DRAFT

Proposed Budget

Caledonia and District Minor Hockey Association

Profit and Loss
2024 - 2025 Budget Proposal

INCOME

Registration						\$ 198,000.00
Fundraising porition from Registration						\$ 14,750.00
Sponsorship/Donations						\$ 11,000.00
Other Income						\$ 1,000.00
Challenge Cup Tournament						\$ 31,200.00
Jamboree Tournament						\$ 24,250.00
Player Development						\$ 5,000.00
TOTAL INCOME						\$ 285,200.00

EXPENSES

Audit Fees						\$ 7,000.00
Bookkeeping Fees						\$ 1,200.00
Bank Fees						\$ 2,500.00
EFT Fees						\$ 1,000.00
Fundraising Expenses						\$ 2,500.00
Awards and Trophies						\$ 1,800.00
Team Parties						\$ 4,200.00
House League Jerseys & Socks						\$ 42,627.00
Hockey Supplies						\$ 1,000.00

Player Development						\$ 6,250.00
Goalie Development						\$ 2,306.00
Coach/Trainer Development						\$ 2,000.00
Ice Rental - Regular						\$ 112,350.00
Ice Scheduler						\$ 6,000.00
Registrar						\$ 6,000.00
Referee Scheduler						\$ 750.00
Office Expenses						\$ 500.00
Website						\$ 1,300.00
Jamboree Expenses						\$ 15,326.00
Challenge Cup Expenses						\$ 20,326.00
OMHA Fees						\$ 18,283.00
SportsHeadz Fee						\$ 1,650.00
Referee Portal						\$ 31.00
Team Pictures						\$ 3,402.00
Referees						\$ 15,000.00
Referees Mileage						\$ 3,000.00
Timekeepers						\$ 6,500.00
Other Expenses						\$ 1,500.00
Registration Refund (8 Goalies)						\$ 2,900.00
TOTAL EXPENSES						\$ 289,201.00
PROFIT/LOSS						\$4,001.00

Appendix B

The Coaches Association of Canada does offer a 1-hour online course titled “Coaching Athletes with a Disability.” The course can be accessed through the following link, and certified coaches who take the course are also eligible for professional development points:

Coaching Athletes with a Disability

Course: http://sgm.omha.net/ls/click?upn=u001.u2VR2CquFdaBHmzo3BjR-2FJUpuhFGOsrUKkbpvNGKbBTAH1WU9uClGRfD1Faw5wRsai9qN3axvmabscBbKtoUu9sCOXwNtWSWZrZRshonhsE-3DwO_B_7YdG3fnVyM4azKSxpZUdzvanEAJNCfELpe-2BugCAyh9exRXORBxYnttYQvepHNJ6JhGJiAPf8NvDdcr-2B8M7w5-2FSbyl9hUyMYHG60ceHfDa3VtGgJWrVc1jEKcYEFcRwKli0R8LVE5ud-2Br3udAZsUj0AEQdpumwAgMRJnY-2BwHgh1Tk5MJB7F3OBVpPXAwwSeLMN1ece5je6fJbK3i9Tk3Kg-3D-3D

The course has a fee of \$15.00.

<https://www.adhdfoundation.org.uk/wp-content/uploads/2022/06/Ten-Top-Tips-for-Sports-Coaches-ADHD.pdf>

<https://chadd.org/adhd-news/adhd-news-caregivers/attention-coaching-kids-with-adhd-in-sports/>

<https://www.martingrove.ca/a-coaches-guide-to-adhd/>