

# CMHA Meeting Minutes

Regular Meeting: July 10<sup>th</sup>, 2024



Meeting Minutes of the Carstairs Minor Hockey Association Board of Wednesday July 10<sup>th</sup>, 2024 held at Carstairs Community Golf Club, Carstairs, Alberta.

## BOARD PRESENT

Christofer Atchison - President  
Josh Epp - Vice President 2  
Krystle Stackhouse – Treasurer  
Brittany Tishenko – Registrar  
Becky Spencer - Secretary  
Erin Pelletier - Ice Coordinator  
Brandi Slade - Ice Coordinator  
Jason Keogh – Equipment Coordinator  
Justin Metcalfe - Player Development Coordinator  
Stephanie McNeil - Special Events / Fundraising Coordinator  
Jessica Crandell - Special Events / Fundraising Coordinator

## BOARD ABSENT

Aaron Sjodin - Vice President 1  
Tyler Rasmussen - Coach Coordinator  
Vanessa Bortnick - Managers Coordinator & 2/27 League Coordinator  
Dean Nielsen - Appeal / Discipline Committee Chair  
Jeff Callaghan - Referee Coordinator

**CALL TO ORDER** President Atchison called the meeting to order at 7:01 pm.

**QUORUM** President Atchison declared that the minimum quorum requirement of 50% of Board Members is met.

**AGENDA** Meeting accepted as presented.

**MOTION:** Director Metcalfe motioned the agenda for the July 10<sup>th</sup>, 2024 Meeting  
**Carried**

**APPROVAL OF MINUTES** The minutes of the June 12<sup>th</sup>, 2024 Regular Board of Directors Meeting are presented for the Boards review.

**MOTION:** Director Pelletier motions to accept the minutes of the June 12<sup>th</sup> meeting as presented.

**Carried**



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## REPORTS OF THE EXECUTIVE DIRECTORS

### President

President Atchison: No Report

### Vice Presidents

Vice President Sjodin: No Report

Vice President Epp: No Report

### Registrar

Brittany Tishenko: No Report

### Secretary

Becky Spencer: No Report

### Treasurer

Krystle Stackhouse:

- Bank Balance: \$152,515.46
- Everyone Plays Fund: \$8,768.77
- Non-profit paperwork filed on June 18
- 4 Ball Hockey Teams – push on social to get more teams.
- Still need 2 more jersey sponsors

**MOTION:** Executive Tishenko motioned to approve the Treasurer reports as presented.

**Carried**

## REPORTS OF DIRECTORS

### Ice Coordinators

Erin Pelletier and Brandi Slade

- We will have the same ice time slots as last year
- We only have 2 home tournament dates – Dec 13-15 & Jan 24-26. A 3<sup>rd</sup> date of Mar 24-26 was offered by the town, but is too late. Waiting to find out if we'll get a 3<sup>rd</sup> home tournament date.
- Still finalizing the blackout weekends.
- Extra time added on Tues & Thurs of evaluation week – Sept 17 & 19.

**MOTION:** Executive Director Stackhouse motioned to approve the Ice Coordinators reports as presented.

**Carried**



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## Equipment Coordinator

Jason Keogh

- Need to plan a locker room/storage inventory to see what we have in there, we will likely need more pucks, etc.
- Looked at Jersey mock-ups – they look great!
- Jersey Sponsors will go on the top of the jerseys.
- We still need 2 jersey sponsors – President Atchison said if needed the Lions in town might do the last 2. The Lions have a Casino in November, we could consider helping with that if they do take the last 2 jersey spots.

**MOTION:** Director Crandell motioned to approve the Equipment Coordinators report as presented.

**Carried**

**Player Development Coordinator** No Report

**CAHL Director** No Report

**Coach Coordinator** No Report

**Managers Coordinator and 2/27 League Coordinator** No Report

**Special Events / Fundraising Coordinator** Steph McNeil and Jessica Crandell

- **Volunteer Hours Adjustment**
  - We will chat about this later in the agenda
- **Beef and Barley Days Parade**
  - Candy budget – approx. \$250
  - Aiming for 15 kids in the parade – right now we have about 10-12
  - Parade is at 11am on Saturday July 20, kids to arrive at 10:45am.

**MOTION:** Director Keogh motioned to approve Special Events / Fundraising Coordinators report as presented.

**Carried**



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## Referee in Chief

J. Callaghan is absent - Presented by President Atchison

- Ref Clinic planned for Sept 14, 2024
  - 1hr on ice and 2 hours in board rooms at arena – this needs to be booked.

**MOTION:** Moved by Director Keogh motioned to approve the Referee in Chief report as presented.

**Carried**

## RMAA Representative – President Atchison

- The minutes of all RMAA Meetings since the last CMHA Board meeting has been attached for the Board's review.

**MOTION :** Moved by Executive Director Stackhouse that the RMAA Representative report be accepted as presented.

**Carried**

## NEW BUSINESS

### a) Player Imports

The Association has received numerous requests for imports for players outside of Carstairs Minor Hockey Association's boundaries for the 2024/25 season.

**Three** players that have played within CMHA previously have been **approved** to return from the following divisions:

U7 – 1

U9 – 1

U11 – 1

**MOTION:** Moved by Vice President Epp that the Carstairs Minor Hockey Association will hold off on any more imports until we meet in August to discuss again.

**Carried**



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## **b) Tournament Dates and Division Selections**

Annually, the Carstairs Minor Hockey Association is granted the opportunity to host tournaments as a fundraising opportunity for the Association. The Board determines the tournament division classifications proactively in an effort to have the tournaments advertised early in the season.

**MOTION:** Moved by Executive Member Spencer that the Carstairs Minor Hockey Association will hold off until the August 2024 meeting to set the 2024/25 tournament schedule.

**Carried**

## **c) U7 Age Classifications (Underage Players)**

During the registration process, a number of inquiries have been raised by families with younger players that would like to register in U7 instead of Pre-Hockey. Hockey Canada currently has the age division set for 5 and 6 year olds, but does note that the local association may permit registration of 4 year old players. Regardless of the Board's direction, it is recommended that Policy F "Hockey Operations" be update with clarity on the Association's flexibility to allow for younger players.

**MOTION:** Moved by Director Metcalfe that the Board amend Policy F "Hockey Operations" to deny players younger than 5 years old as of December 31st to register for U7.

**Carried**

## **d) Policy J – Rocky Mountain Athletic Association**

Policy J is being presented for the Board's annual review which outlined the previous governance model of the Rocky Mountain Athletic Association. With the new governance model, this policy is no longer required.

**MOTION:** Moved by Executive Director Tishenko that the Board repeal Policy J – Rocky Mountain Athletic Association.

**Carried**

## **e) Policy C – Appeal Policy**

Policy C is being presented for the Board's annual review which outlines the appeal process for any Members that are not satisfied with a decision of the Board of Directors.

**MOTION:** Moved by Director Pelletier that the Board accept this report as information only.

**Carried**



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### f) Volunteer Hours

Fundraising Coordinators S. McNeil and J. Crandell have proposed changes to the volunteer hour structure for 2024/25. The existing volunteer hour structure is contained in Policy I "Registration Fees and Refunds".

**MOTION:** Moved by Executive Director Stackhouse that Schedule B of Policy I "Registration Fees and Refunds" be amended as follows:

Head Coach – 8 hours (no change)

Assistant Coach - 6 hours (2 hours more)

Team Manager - 8 hours (no change)

Team Treasurer - 4 hours (2 hours more)

Team Jersey Parent - 4 hours (2 hours more)

**ADJOURNMENT** The July 10, 2024 Meeting of the CMHA was adjourned at 7:50 pm