



Carstairs Minor Hockey Association

Regular Board of Directors Meeting Wednesday October 9th, 2024 Carstairs Memorial Arena

Meeting Minutes of the Carstairs Minor Hockey Association Board of Wednesday October 9th, 2024
held at Carstairs Memorial Arena, Carstairs, Alberta.

BOARD PRESENT

Aaron Sjodin - Vice President 1
Josh Epp - Vice President 2
Becky Spencer - Secretary
Krystle Stackhouse – Treasurer
Tyler Rasmussen - Coach Coordinator
Jason Keogh – Equipment Coordinator
Vanessa Bortnick - Managers Coordinator & 2/27 League Coordinator
Justin Metcalfe - Player Development Coordinator
Stephanie McNeil - Special Events / Fundraising Coordinator
Jessica Crandell - Special Events / Fundraising Coordinator
Thomas Everett - Equipment Coordinator
Dean Nielsen - Appeal / Discipline Committee Chair

BOARD ABSENT

Christofer Atchison – President
Brittany Tishenko – Registrar
Brandi Slade - Ice Coordinator
Erin Pelletier - Ice Coordinator
Jeff Callaghan - Referee Coordinator

MEMBERS IN ATTENDANCE

R Spadi
J Fuhr

CALL TO ORDER Vice President Sjodin called the meeting to order at 7:00 pm.

QUORUM Vice President Sjodin 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 October 9th, 2024 Meeting

Carried

APPROVAL OF MINUTES The minutes of the September 11th, 2024 Regular Board of Directors Meeting are presented for the Boards review.

MOTION: Director Nielsen motions to accept the minutes of the September 11th meeting as presented.

Carried



Carstairs Minor Hockey Association

Regular Board of Directors Meeting
Wednesday October 9th, 2024
Carstairs Memorial Arena

APPROVAL OF MINUTES The minutes of the September 25th, 2024 Emergent Board of Directors Meeting are presented for the Boards review.

MOTION: Director Metcalfe motions to accept the minutes of the September 25th meeting as presented.

Carried

REPORTS OF THE EXECUTIVE DIRECTORS

President

Presented by Vice President Sjodin:

- Full Report attached at the end of the minutes.

MOTION: Executive Direction Stackhouse motioned to approve the President reports as presented.

Carried

Vice Presidents

Vice President Sjodin: No Report

Vice President Epp: No Report

Registrar

Brittany Tishenko – Presented by Vice President Sjodin

- We had a rough start with registration but everything got sorted out and everyone that wanted to register did get registered.
- Just waiting on a couple coaches to finish all their requirements – Tyler will speak more to this.

MOTION: Direction Keogh motioned to approve the Registrar reports as presented.

Carried

Secretary

Becky Spencer: No Report

Treasurer

Krystle Stackhouse:

- GIC is up for renewal on Nov 1st – she will look into the interest rates then make a decision about what we will do.
- Goalie Evals, Sept ice, end of season speed skating gift has all been paid.
- 5 families still need to pay and 5 families have made partial payments.



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Regular Board of Directors Meeting
Wednesday October 9th, 2024
Carstairs Memorial Arena

- Bank Balance: \$156,450.12
- Everyone Plays Fund: \$8,829.69

MOTION: Director Bortnick motioned to approve the Treasurer reports as presented.

Carried

REPORTS OF DIRECTORS

Ice Coordinators

Presented by Vice President Sjodin

- Pre hockey has joined U7
- Pre-hockey: The Sunday AM spot has been given back to the town but if we want it, we can have the spot back next year.

MOTION: Director Metcalfe motioned to approve the Ice Coordinators reports as presented.

Carried

Equipment Coordinator

Jason Keogh & Thomas Everett

- Apparel Store is now CLOSED but we will re-open it in November so people can order for Christmas.
- More socks are on route – hopefully they will be here in time for pics tomorrow.
- Jersey needed to be shuffled around a bit but everything has been worked out.
- Asked the question if we should be adding the cost of socks to registration next year?
- Note for coaches to U11 8pm practice times to remember to put all pucks away → Tyler will follow up with coaches.

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

Carried

Player Development Coordinator Justin Metcalfe

- Goalie training has 6 kids signed up
 - Cost is \$80 / skate
 - Already approved that parents will pay 50%
 - Discussed if there should be a sign up for this and parents pre-pay for the spots? That way we aren't left paying if kids cancel or don't show. This would also create space for "non-goalie" kids.



Carstairs Minor Hockey Association

Regular Board of Directors Meeting

Wednesday October 9th, 2024

Carstairs Memorial Arena

MOTION: Director Rasmussen motioned to approve the Player Development Coordinators report as presented.

Carried

CAHL Director

President Atchison – NA

Coach Coordinator

Tyler Rasmussen

- Just waiting on a couple coaches to get their police checks done
 - Can you see on "Sportal" if people have up to date police checks?
- Discussed if a "Coaches Training Day" should be planned
 - Maybe have someone come in to give a chat
- He will remind U11 coaches about the 8pm practices to pick up pucks.

MOTION: Director Keogh motioned to approve the Coach Coordinators report as presented.

Carried

Discipline/Appeals Coordinator Dean Nielsen:

- He helped at the Didsbury pool discipline hearing
- Every Kid Can Play fun will be used to play for 1 family this season
- He will send a msg to managers about the "7 Skaters" Program – this allows kids to be on the ice with the Avalanche during warm up and the national anthem.

MOTION: Director Everett motioned to approve Discipline / Appeal Coordinator report as presented.

Carried

2/27 League Coordinator

Vanessa Bortnick:

- U7 ice schedule has been sent, just waiting now

MOTION: Director Metcalfe motioned to approve 2/27 League Coordinator report as presented.

Carried



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Wednesday October 9th, 2024
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Managers Coordinator

Vanessa Bortnick:

- Still missing 18 Volunteer Cheques – maybe these were for families who completed their hrs during evals.
- AGLC rules sent to managers
- Email will be sent to managers to confirm all tourney dates.

MOTION: Director Rasmussen motioned to approve Managers Coordinator report as presented.

Carried

Special Events / Fundraising Coordinator Steph McNeil and Jessica Crandell

- Pictures Oct 10
- Bottle Drive Oct 18
- Working with Colts for a “Carstairs Night” – we decided on Friday Nov 22

MOTION: Executive Stackhouse motioned to approve Special Events / Fundraising Coordinators report as presented.

Carried

Referee in Chief J. Callaghan – not present – No Report

RMAA Representative Presented by Vice President Sjodin

- There have been no RMAA meetings since the last CMHA Board of Directors Meeting. Player movement requests have significantly decreased in the past month with most teams now being finalized. The registration process ran into some unanticipated challenges, however thanks to the hard work of all involved, all Associations appear to be in good shape currently. The RMAA Board intends to conduct a review of all of the player movement/registration processes once Association's are all up and running for the year.

MOTION : Moved by Director Everett that the RMAA Representative report be accepted as presented.

Carried

NEW BUSINESS



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Regular Board of Directors Meeting
Wednesday October 9th, 2024
Carstairs Memorial Arena

A. Association Jersey and Equipment Sale

With the arrival of new jerseys for all age divisions, the Board is being asked to consider how they wish to proceed with previous jerseys and other miscellaneous equipment. Previously, the Association has hosted a sale of used jerseys and equipment which has been successful in raising funds while also opening up storage space. It is recommended that regardless, the Association retain a size of jerseys appropriate for future pre-hockey players and a set of jerseys for evaluation games.

MOTION: Moved by Executive Spencer that the Association hold a used jersey and equipment sale on Nov 5 and 7 with pricing to be set by Equipment Coordinator J. Keogh.

Carried

B. Square Payment Devices

Historically, the Association has borrowed Square Payment Devices primarily for Hockey Tournament raffle tables. The Board may wish to consider purchasing it's own square device(s) for it's various fundraising endeavors. Pricing for each square device appears to be approximately \$75.00 for the hardware costs and then a 2.0 – 3.5% per transaction charge that is deducted from the amount remitted back to the Association. It is likely a necessary expense given the value of being able to accept credit card payments for tournaments and other Association expenses.

- It was decided that Vice President Epp would purchase 1 Square Terminal – the cost of \$399 instead of simply the square device as we would need a phone / ipad to run the device. The terminal can be run independently.

MOTION: Moved by Director Keogh that the Board authorize the purchase of 1 square terminal.

Carried

ADJOURNMENT The October 9th, 2024 Meeting of the CMHA was adjourned at 8:18pm



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President's Report

My apologies for being unable to attend the October 9th Board Meeting. I have provided a quick update on activities and any outstanding actions I am aware of for your consideration below.

Evaluations

A huge congratulations and thank you to Justin team for pulling off an incredibly effective and transparent evaluation process. I have received numerous comments relative to how smooth the process was this year and I believe the results speak for themselves. Thank you to everyone involved for their work to make this team effort happen. From coordination of front-end volunteers and referees, organizing and managing evaluation jerseys and on-ice evaluation supplies, securing evaluators and communications, all contributions lead to a process that we should all be proud of, even if it took years off our lives.

Orientation/Season Launch

A huge amount of thanks to everyone for their work to launch the season, we have done a great job in reaching out to our managers group proactively to help get them organized and ready for the year, while also combatting some challenges with our registration system, outfitting and juggling players with new jerseys and socks, managing a referee clinic, redoing U7 and Pre-Hockey teams, organizing and selecting head coaches and managing their assistant coach selections, setting up team bank accounts and e-transfer capabilities, getting tournaments and events planned for the season and keeping the lights on all at the same time. Great work to the whole team.

Town of Carstairs

I have made our request to the Town of Carstairs under their Not for Profit and Service Clubs policy for a waiver of our fees associated with Saturday January 25th 2025. I have not received a response as of yet, however if we are successful I have committed that we will acknowledge their donation on Social Media and in our Tournament Package.

The Town was incredible to work with during our evaluation week which we certainly benefitted from. I am proud of the relationship that we are building there and hopefully can continue to maintain. I would ask that we reiterate to all coaches and managers the value in communicating proactively any special requests, cancellations or changes so that we can keep them in the loop as much as possible.

It would also be valuable to communicate to U7 and U9 Managers the necessity to have folks signed up to manage the half boards. It is inappropriate to leave set up or take down of the boards to the arena staff and something that should be our responsibility.



Carstairs Minor Hockey Association

Regular Board of Directors Meeting

Wednesday October 9th, 2024

Carstairs Memorial Arena

CAHL

The Central Alberta Hockey League Board of Directors have started it's 2024/25 Meetings and most of the critical dates for team submissions have passed. A few items that I would like to highlight, Vanessa it might be beneficial to follow up with managers on these items as they pertain to them mostly:

Communication Channels

CAHL wishes to reinforce that proper communication channels be followed. These communication channels are:

CAHL Team Coaches and Managers -> Division Lead Governor or Tier Governor for any items specifically related to their Tier

Everything else through the CAHL Director for any items outside of their Tier. No managers or team contacts should be contacting anyone on the CAHL Executive at any time and emails will not be answered.

Tiering

Tiering for U11 starts up October 18th and runs until November 10th. It is important that teams keep myself in the loop as to how their tiering experience is going for their team so we can proactively deal with any realignment requests that may be needed before it is too late. We have learned in the past that having our case ready in advance of tiering weekend will be beneficial.

Upcoming Deadlines

The following upcoming CAHL deadlines are pertinent:

Regular Season Ice Submission – October 27th 2024 – Erin/Brandi can you please let me know when this is completed.

Tournament Blackout Dates – October 27th 2024 (deadline for Erin to forward to CAHL). We may want to require that Managers provide us their information by October 25th at the latest to allow time to compile. Vanessa and Erin I will leave that to you to determine.

Affiliations

Affiliations continue to be a hot topic at the CAHL level, specifically making sure that players that are being affiliated are not 'bettering' the team. In our organization this seems to specifically apply to the U9A -> U11C affiliation. As such, I would ask that any affiliations in these categories be run past myself, Aaron or Josh prior to proceeding so that we can proactively deal with any potential



Carstairs Minor Hockey Association

Regular Board of Directors Meeting
Wednesday October 9th, 2024
Carstairs Memorial Arena

issues.

Hockey Alberta / RMAA Transition

We have been experiencing incredible difficulties in getting any approvals or communication from Hockey Alberta regarding the RMAA Transition. They have not confirmed that the HA Board of Governors have approved the transition, yet have begun to make unilateral decisions without any prior notice. This has been incredibly frustrating for everyone involved, but I appreciate everyone's patience as we continue to work through the process. I believe all partners are very happy with the current state of the RMAA model; we have the highest levels of collaboration between the associations and have worked well together to focus on the success of all players.

Coaching Reminders

A few reminders relative to coaching requirements:

1. Anybody that is on the ice for practices needs to be carded and needs to be approved by Tyler as the Coach Coordinator. This is important so we can ensure that they have fulfilled their obligations outlined by the association.
2. Only coaches that are carded to your team can be on your bench for games. This has bitten teams in the past when teams just grab anyone that is available to open a door. Just because they are coaching on another team does not make them eligible. This brings an automatic suspension for the head coach, so be very cognizant as to who is carded with your team.
3. Teams are permitted to card four coaches. Any requests for additional coaches will be charged back to the team at approximately \$55.00/card.
4. Suspensions are found on CAHL's website. As a reminder if any player or team official is suspended, exhibition games do not count towards service of your suspension.

AGLC

Steph, Vanessa and I have worked extensively to ensure that we were meeting the requirements of AGLC for team raffles. We have identified the best manner forward which ensures that teams can operate raffles legally while ensuring that the CMHA is not open to any liability. The quick summary is:

1. Teams need to get a AGLC license for any raffles that they do (whether that is a booze basket, raffle for hockey tickets, gift card tree etc.)
2. Teams need to provide CMHA with a copy of that license



Carstairs Minor Hockey Association

Regular Board of Directors Meeting

Wednesday October 9th, 2024

Carstairs Memorial Arena

3. Teams need to be cognizant that raffle proceeds cannot be used for apparel, social events, food, equipment, gifts etc. It should only be used for tournament registration expenses, team travel costs (bus) or ice/referee costs.
4. Teams should only be raising funds to cover their expenses. The license is only valid for the season, so any funds remaining at the end of the year will need to be spent on eligible expenses by the Association.

That's all. Thank you once again for everyone's hard work this past month. It has been a challenging and time consuming few weeks, but the Association is better because of it.

- Christofer