



Carstairs Minor Hockey Association

Regular Board of Directors Meeting

April 16th 2025

Carstairs Memorial Arena

Meeting Minutes of the Carstairs Minor Hockey Association Board of Wednesday April 16th 2025 held at the Carstairs Memorial Arena, Carstairs, Alberta.

BOARD PRESENT

Christofer Atchison – President
Aaron Sjodin - Vice President 1
Brittany Tishenko – Registrar
Erin Pelletier - Ice Coordinator
Vanessa Bortnick - Managers Coordinator & 2/27 League Coordinator
Justin Metcalfe - Player Development Coordinator
Stephanie MacNeil - Special Events / Fundraising Coordinator
Jessica Crandell - Special Events / Fundraising Coordinator
Brandi Slade - Ice Coordinator
Tyler Rasmussen - Coach Coordinator

BOARD ABSENT

Josh Epp - Vice President 2
Krystle Stackhouse – Treasurer
Dean Nielsen - Appeal / Discipline Committee Chair
Becky Spencer - Secretary
Jason Keogh – Equipment Coordinator
Thomas Everett - Equipment Coordinator
Jeff Callaghan - Referee Coordinator

MEMBERS IN ATTENDANCE

Nil

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

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

AGENDA Agenda was presented for review

MOTION: Director Metcalfe moved that the agenda for the April 16th 2025 Regular Board of Directors meeting be accepted as presented.

Carried



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APPROVAL OF MINUTES The minutes of the March 12th, 2024 Regular Board of Directors Meeting are presented for the Boards review.

MOTION: Director Pelletier moved to accept the minutes of the March 12th 2024 meeting as presented.

Carried

REPORTS OF THE EXECUTIVE DIRECTORS

President

President Atchison:

- Hockey Alberta continues to work through their 2025/26 proposed registration changes.
- Continue to work with delinquent 24/25 registrations to ensure they are cleaned up in advance of 25/26 season.
- Tracking down any missing jerseys and/or first aid kits from teams.

MOTION: Director Pelletier moved to approve the President report as presented.

Carried

Vice Presidents

Vice President Sjodin:

- Should know by May 1st 2025 if the Association is successful in it's application to host Bauer First Shift for the 25/26 season.

MOTION: Director Rasmussen moved to approve the Vice President reports as presented.

Carried

Vice President Epp: No Report

Registrar

Brittany Tishenko: No report.

Secretary

Becky Spencer: No Report

Treasurer

Krystle Stackhouse:

- Has paid all March expenses for referees and ice bookings;
- Extra jerseys have been ordered and paid for;
- Team accounts have all been reconciled and have a zero



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balance.

- Main Account: \$135,212.08
- AGLC Account: \$0.00
- Everybody Plays Fund: \$7,754.89

MOTION: Executive Director Tishenko moved to approve the Treasurer report as presented.

Carried

REPORTS OF DIRECTORS

Ice Coordinators

Erin Pelletier and Brandi Slade: No Report

Equipment Coordinator

Jason Keogh and Thomas Everett: No Report

Player Development Coordinator Justin Metcalfe: No Report

CAHL Director

Christofer Atchison:

- Two notice of motions have been submitted to CAHL on behalf of the RMAA that have successfully been approved by the membership:
 - Requiring a second tiering opportunity prior to Christmas to ensure that all teams meet the CAHL competitive model;
 - Requiring that Championship Round series are a best of three series.
- CAHL AGM has concluded with no significant changes to the Board of Directors.

MOTION: Director Rasmussen moved to approve CAHL Director report as presented.

Coach Coordinator

Tyler Rasmussen – No Report

Managers Coordinator and 2/27 League Coordinator

Vanessa Bortnick

- Intends to send message to Managers requesting them to ensure that all jerseys and first aid kits are returned.
- Has arranged for the destruction of any banking information or personal cheques from 2024/25 volunteer deposit process.

MOTION: Director Crandell moved to approve the Managers Coordinator and 2/27 League Coordinator report as presented.



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Special Events / Fundraising Coordinator Steph McNeil

- Inquiries relative to the Association wanting to participate in the 2025 Block Party, Beef and Barley Days Parade and Ball Hockey Tournament. The Board determined that they would like to participate in the Block Party and Beef and Barley Days Parade. President Atchison to survey Board to identify who is available to assist.
- Recommendation to split the role into two positions: Special Events Coordinator and Tournament Coordinator. Board will consider following AGM process.

MOTION: Executive Director Sjodin moved to approve Special Events / Fundraising Coordinators report as presented.

Carried

Referee in Chief J. Callaghan: No Report

RMAA Representative President Atchison: No Report

NEW BUSINESS

a) Policy I and Policy J

Hockey Alberta has recently provided notice to Minor Hockey Associations that the registration process as it relates to first time registrants and player movement releases will change in advance of the 2025/26 season. The Board provided direction at the March Board of Directors Meeting to amend Policy I and J to prioritize members that regularly register their players with the Association and to create clarity on how members that leave the Association are eligible to be reinstated for future seasons.

Moved by Director Crandell that Policy I be amended as presented.

Carried

Moved by Director Metcalfe that Policy J be amended as presented.

Carried



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b) Fundraising Deposit Process

Treasurer Stackhouse has developed the attached Pre-Authorized Debit (PAD) Form which would enable members to no longer provide a cheque for their volunteer deposit.

Moved by Director MacNeil that the Board authorize the use of a Pre-Authorized Debit Form to fulfill requirements for a volunteer deposit beginning for the 2025/26 season.

Carried

Next Meeting Dates:

Annual General Meeting
Board of Directors Meeting

May 14th 2025 – 7:00 PM
May 21st 2025 – 7:00 PM

ADJOURNMENT The April 16th 2025 CMHA Board of Directors Meeting was adjourned at 7:52pm