

MINUTES
ESMHA - Executive Meeting
November 26, 2018 - 7pm Mezzanine

Present: Jason Baker, Danny F, Gina D, Janie C, Lorri A, Mike H, Natalie S, Paul A, Sarah H, Tracey A. Tracey J/B, Janice B. Andrew L.
 Absent: Ann B, Lynn H. (arrived - 7:18), Jason St. H, Rod T, Calvin O, Chelsea B, Carla M, Melissa A.

Item	Discussion	Action/Outcome
Opening remarks - Jason	Jason opened the meeting with welcoming those in attendance.	Jason noted that Pink Tape Day was a success. Pink tape was given out to teams both home and away. Photos were taken and will be shared to the website. It was a great day.
Coach of the month	Jason provided a brief overview of this initiative.	This will be posted on the website. Jason encouraged folks to submit nominees.
Registry/Joint stocks	Sara called RJS and payment has to be made to them and signed financial statements must be forwarded, as well as, the most updated bylaws, along with the memo. A hard copy must be submitted as well. Jason noted that the most recent updates to the bylaws have not been updated and the additions/amendments will have to be added to the bylaws on the website.	Sara and Janice will meet to work on inputting the most recent bylaws and ensure they are updated. Jason noted that a process must be in place for creating a more formalized document amending bylaws, moving forward.

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Development weekend	Paul noted that Gina Dunn and Craig Parsons, were helpful in helping with the schedule and coaching/trainers for the teams. Not all teams had ice time but the focus was on the teams who consider development a priority.	Moving forward, Paul would like to see all teams on the ice during development weekend. Paul would like to see coaches partake in the development weekend themselves. Jason noted that dry land training may also be included in the development weekend. Paul would like to also have input from coaches as to what they would like to see for development weekend, as the coaches bring lots of knowledge and experience to the table.
Thunder Hockey	Jason noted that Thunder will be hosting a comedy show/auction/dance in the bingo hall. Jason was approached by Thunder organizers regarding the Association's help to sell tickets. If so, 1/2 of what is sold would be kept by the selling player. A discussion ensued as to any conflicts with the Association's annual House Auction and Dance.	Jason will speak with Anne as to what her thoughts are as she is the Coordinator with the House auction/dance with which this may have a conflict.

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50/50	Natalie noted that things are rolling along and she will start to see submissions next week. Lorri sought clarification regarding whether fundraising excesses may be held and forwarded to next year's player budgets, if this year's budgets are not yet fulfilled.	Natalie advised that the 50/50 fundraising dollars must be used for this year's budget and commitments before carrying on to next year.
Approval of minutes		Motion to approve the minutes by Lorri, seconded by Danny Faulkner. Minutes approved.
Proposed template for minute taking	A discussion ensued regarding the current minute taking format as well as, the format for recording attendees/absentees.	Janice will ensure, moving forward, that the minutes contain a list of members both present and absent.
Governance Committee	A discussion ensued regarding a committee who will be reviewing all Governance and ensuring deadlines etc. are being met. Jason noted that a small group is all that would be needed to review pertinent documents. Andrew noted that a governance committee would be well used to focus on a specific are of policy etc. rather than review all content.	Any bylaw updates will be compiled by Janice and will be sent out 90 days prior to the AGM. Policy changes will be discussed at the Executive meetings. Any changes that are required shall be brought the executive and they will be channeled appropriately.

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Review of registration costs.	A discussion ensued regarding the cost of registration of Novice level players. A discussion ensued. Paul noted that there is a shock factor for players moving from Timbits to Novice due to the difference in registration costs. Paul noted that the issue seems to be surrounding team fundraising on top of registration.	Jason suggested that team managers need to be educated in the registration/fundraising process, moving forward, in order to be better prepared for sharing information and addressing questions at the beginning of the season. Jason advised that coordinators and managers must be knowledgeable in these areas in order to address questions and concerns or to be able to direct individuals to the appropriate person for answers. Carried forward to next meeting.
Setting meeting dates - Carla	Jason believes that setting future meeting dates, at the end of each meeting, is a good practice and a discussion ensued. Following a brief discussion, it appears Wednesdays are good meeting days as there are not many games.	The next meeting date will be January 9th at 7 pm - Jason will email members to advise them.

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<p>dressings rooms - Tracey A.</p>	<p>Tracey raised a concern regarding men walking in the female dressing rooms while the girls are changing. Tracey suggested that the female players, from opposite teams, have their own dressing rooms. A suggestion was put forth that a white board be placed at the entrance of the rink, where arriving teams could see which dressing room to go to. Tracey suggested that the first manager/ coach to arrive may be the ones to assign the dressing rooms. A discussion ensued. Tracey noted that there is no heat in the female dressing room. Andrew noted that there may be scheduling conflicts during Saturday nights during Thunder games or also at high school games. Andrew noted that work on the facility review was done last year and Sara should check with Joey before proposing new accommodations.</p>	<p>Motion set forth: A motion to make dressing room A the permanent home female dressing room, the current female dressing room be assigned as the visiting female dressing room, and the remainder of the dressing rooms be assigned to boys teams.</p> <p>Mike motioned that these changes be approved, Lorri seconded. Votes rescinded following further information coming forward.</p> <p>Janie will do up an interim schedule until Sara has an opportunity for a facility review.</p>
<p>Parade - Lorri</p>	<p>Lorri wanted to ensure that teams who are scheduled to play on Saturday, December 1st, are made aware that the roads are blocked off from 6-7:30 for the parade.</p>	<p>Jason will let the Jr. C. folks know of this.</p>

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conducting business via email	Andrew noted that by doing business via email has proven to be ineffective, in the past. A discussion ensued. Paul noted that interpretation is a potential issue for miscommunication, via email business. Paul indicated that voting should be always done in person. Sara questioned if there is a minimum number of meetings an executive member must attend. Gina noted it is in the bylaws.	Following a brief discussion, it was decided that online discussions, business items and voting should be discussed at the meetings and if something critical comes up in between meetings, a special meeting should be called.
changing of the policy manual - Janie	Janie sought clarification regarding policy changes and the issue surrounding no minutes to support the updated policy.	Jason clarified that this was raised for the purpose of discussion and the intent was to prevent folks from saying that votes for changes to policy did not occur.
Facility review	Gina sought clarification as to what a facility review entailed. Sara noted that checklist is on the HNS website. a discussion ensued regarding items which should be addressed/reviewed with Dale, such as the space between rubber mats, the defibrillator and netting.	Jason and Sara will meet with Dale to discuss concerns. All coaches and managers must have their necessary documentation by Saturday.
Meeting adjournment	Janice motioned to close the meeting. Seconded by Tracey A.	The meeting was adjourned at 8:45 pm

