

MINUTES

ESMHA - Executive Meeting
October 11th, 2018 - 7 pm, Mezzanine
Absent: Anne Bennett, Melissa Arnold

Item	Discussion	Outcome/Action
Replacement of Development Coordinator	Jason noted that Paul Anderson has expressed interest in filling the vacant position of Development Coordinator, since Doug Gallant has stepped down. Sarah Holmans has expressed interest in filling the position of Risk Manager, in place of Paul Anderson, should he be voted in as Development Coordinator.	Jason put a motion forward to vote Paul Anderson for Development Coordinator, Gina Seconded the motion. The vote in favor was unanimous. Jason motioned a vote to nominate Sarah Holmans as Risk Manager, Gina seconded.. Unanimous vote in favor of Sarah assuming this role.

Item	Discussion	Outcome/Action
Budget Review	<p>Lynn circulated a review of the current ESMHA budget/financials. Lynn indicated that nearly \$26,000 in refunds have been issued to registrants. Lynn expressed concern for the Association's ability to sustain, at the current operating expenses, if the amount of losses continues, at this rate, in years to come. Expenses & teams remain the same but the numbers of players is what is affecting the Association's income.</p> <p>Expenditures are going to have to be monitored closely and recruitment for new players will have to be a priority. A discussion ensued regarding having a deadline for next year, for conditioning camp. There has also been an increase to several costs. Danny noted that numbers for hockey registration are down in most associations.</p>	<p>It was decided that new player recruitment prioritization and refunds for conditioning camp, will be looked at for next year. Jerseys for Peewee and Bantam will not be purchased this year as a result of the low funds. Jason noted that that the Association will need to be creative in using resources which are less expensive.</p>

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Team Rosters	<p>Janie has inputted all team rosters. The head coach and manager can now print their roster and apply for travel permits. Travel permits are required for tournaments outside of our zone but travel permits, for exhibition games, are required within our zone. Each team can name a head coach and up to 3 asst. coaches on the roster. Volunteers who are rostered required CRC, CAR and Respect in sports certification. Coaching course participants need to be done asap as December is the deadline for the online portion. Jason advised that dressing room supervision is required at all times. Andrew advised the Hockey Canada's policy required 2 qualified monitors to be present in the dressing rooms at all times. A discussion ensued regarding the importance of dressing room supervision and options to put this in place.</p>	<p>This item will be carried forward for future discussions.</p>

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Socks & Jerseys	<p>Tracey noted that there was an issue with ordering the yellow socks, which were the choice voted on, for the Association. Mike H. advised that the black socks are the best option this time. Natalie suggested holding off on Association-wide sock for this year. Tracey noted that there are 5 teams which will have the older style jersey and the yellow socks will not match. Tracey A. suggested that those five teams choose what works for them, for this year. A discussion ensued regarding sponsor/name bars.</p>	<p>Carla put forth a motion that the association-wide sponsor/name bars would be black with white letters, for both sets of team jerseys. Tracey seconded the motion. The vote was unanimous in favor.</p>

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Fundraising	<p>Natalie Stevens advised that nearly all associations do not allow fundraising dollars to be utilized for payment of hotels or team parties. Natalie went on to indicated that the community is being asked to contribute to the team “extras”. Natalie advised there is currently a \$100 player fundraising allotment in place and all extras should fall under this player allocation. Year end parties , apparel, parties, team buildings, awards, trophies, socks etc. A lengthy discussion ensued. Natalie noted the importance of having a concrete number, for player “extras” allocation, as well as for hotels.</p>	<p>Natalie proposed the following amendment to the current fundraising policy:</p> <p>*amendment to budget sheet:</p> <p>Natalie motioned a vote that the fundraising policy be amended to read that players are limited to \$130 per hotel stay, be one night per tournament, and that the maximum fundraising allotment be no more than \$400 per player, per season, for hotels.</p> <p>This was seconded by Carla and the vote, in favor, was unanimous.</p> <p>Janice motioned a vote that a fundraising budget be amended to read that a maximum of \$100 would be allocated for the apparel component and listed on the team budget sheet, and all extras (parties, trophies, socks etc.) fall under this allocation. Mike Humphrey seconded this motion. Calvin opposed.</p>

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50/50	<p>Natalie noted that each team needs to have a 50/50 Coordinator who is responsible for handing out, recording, receiving tickets back, taking staples out collecting money etc. The monies at the end of the season must be made payable to the Association. There will be 5 draws. The money that each player raises initially goes to the base amount of fundraising (no hotels) and the base amount of fundraising has to be done before the February draw. Surplus ticket sale money must be returned to the association as it was raised under the association umbrella.</p> <p>Calvin asked if any 50/50 can be done outside of the association-wide lottery. Jason indicated that draws can be done outside of game times ie: auctions etc.</p>	<p>Natalie advised that there will be a spreadsheet breaking down the specifics of the 50/50 fundraiser, showing how the money coming in and going out. Carla inquired as to what occurs if the account for a team is not sufficient to cover winner payments . Natalie suggested that a draw not occur in the month of March as hockey is winding down and it may be difficult to finalize things so late in the season.. Next Thursday evening, at 7pm is the meeting for the Treasurers, Managers and 5050 coordinators, in the bingo hall. Coordinators are to please ensure this is communicated to the appropriate people.</p>

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Transfer of Registration payments	Lynn sought clarification regarding how to process cheques received from KidSport and other similar assistance program, which were applied for, by registrants, while registered with the Association but since have made the High School team.	It was agreed that Natalie will seek clarification of this transfer process and bring forward at the next meeting.
Cleve's Kick Back	Jason advised that \$604.20 is the kick back total from Cleve's association purchase reward program. Jason noted that this credit must be utilized as soon as possible. Tracey suggesting using the credit to purchase new socks for the 5 teams who still are wearing the old jerseys.	It was decided that this credit amount could be used by a team who is planning to purchase items for Cleve's in the near future and that the team could then give the same cash value back to the Association. Team Coordinators will look at upcoming purchases.
Minutes	Jason noted that there is a gap, in note taking/minutes, from past meetings, over the last few years and that minutes containing Policy changes, which were voted on, cannot be located.	Jason noted that there should be a committee who completely reviews the current policy. Jason will send out the proposed policy changes as they stood, during the meeting in question, for review by Exec. members.
Minute approval	Carla noted that the minutes should be approved at the beginning of each meeting.	It was agreed that minute approval will be added to the agenda, at each meeting, moving forward.

