



ESSA MINOR HOCKEY ASSOCIATION
March 15, 2012
EXECUTIVE MEETING

Members Present	
Acting Pres./LL Contact/Ice Convenor	Valerie Campbell
Acting Vice Pres./Secretary	Heidi Chomniak
Acting OMHA Centre Contact	Sean Gaudet
Acting Treasurer/Acting Assoc. Head Coach	Carson Wyatt
Equipment Manager	Warren Cooper
Fundraising Director	Trevor Bolt
Tournament Director	Stephanie Barnes
TOTAL PRESENT	7

Members Absent/Vacant	
Acting Risk Management	vacant
Registrar	Beth Eggleton
Acting Jr. coordinator	Najette Goulard
Referee in Chief/Timekeeping Director	Roger Allain
Public Relations Director	Jim Malcolm
TOTAL ABSENT	4

CALL TO ORDER:

The Meeting was called to order at 7:08pm by Warren seconded by Carson

REVIEW OF MINUTES:

The minutes from February 23, 2012 were reviewed and accepted along with the bylaw and roo attachment by Trevor seconded by Carson-- Carried

DELEGATIONS:

1) Warren, Heidi, and Valerie met for the By-law and ROO Committee. Made some changes to bylaw and roos to be brought forward to the AGM. Changes to the order of presentation, change the bond director from an appointed position to an elected position, and revised some of the wording of the bylaws and roos. These changes will be posted immediately. See recommended changes attached.

CORRESPONDENCE:

1) Letter from the Midget Rep Team regarding the 2011-2012 hockey season was read and discussed.

PREVIOUS BUSINESS:

1) Discussion regarding Essa Minor Hockey property. How do we get it back from coaches at the end of the season and Executive staff leaving the executive? Warren will draft up an official contract that the coaches/executive need to sign listing all Essa Minor Hockey Property in their possession. It will be updated during the season as deemed necessary - **OPEN**

2) Graphic Apparel will be making the jackets for the Peewee LL team. The pricing is very reasonable. They would like to have the association pay for the 1 time digital set up fee. The association can use them for other apparel with no set up charge. **Motion #1 March 15, 2012**-to pay the 1 time digital set up fee for Graphic Apparel at a cost not to exceed \$100. This will provide Essa with a new apparel supplier. Motioned by Carson seconded by Warren - **Carried**

REPORTS:

Beth Eggleton - Registrar: Absent; No report sent

Carson Wyatt - Acting Treasurer/Acting Assoc. Head Coach: Financials were discussed

Heidi Chomniak - Acting Vice President/Corporate Secretary: Collecting the gate revenue from the managers as their season ends. Did not receive any more nomination forms for executive committee candidates.

Jim Malcolm - Public Relations Director: Absent; need to sign the contract for the adopt a highway program.

Najette Goulard--Acting Jr. Coordinator: Absent; no report sent

Roger Allain - Referee in Chief: Absent; on vacation. I have another referee to cover me while I am away

Sean Gaudet - Acting OMHA Contact: OMHA meeting is next week. Nothing further to report

Stephanie Barnes - Tournaments: Nothing further to report

Trevor Bolt - Fundraising: Nothing further to report

Valerie Campbell - LL Contact/Ice Convenor/Acting President: I will be sending out the last ice schedule this week.....Been working on the AGM presentation in power point this month.....the Georgian Bay LL AGM will be Tuesday April 3rd.

Warren Cooper - Equipment: I have worked on a sign in and out sheet for the equipment. I will work on one for the executive property.

NEW BUSINESS:

1) Went through the AGM slide presentation and made any recommended changes by the executive members.

MOTIONS:

Motion #1 March 15, 2012-to pay the 1 time digital set up fee for Graphic Apparel at a cost not to exceed \$100. This will provide Essa with a new apparel supplier. Motioned by Carson seconded by Warren - **Carried**

ADJOURNMENT:

The meeting was adjourned at 8:38pm by: Heidi seconded by: Trevor

ATTACHMENTS:

Revisions of posted By-Laws and ROO Changes for the AGM

FUTURE MEETINGS:

March 22, 2012 AGM---April 26, 2012---May 24, 2012

PROPOSED BYLAW AND ROO CHANGES FOR AGM MARCH 22, 2012

REVISED

Bylaw 8.2(f)

In the event of the resignation of the President or Vice President, the sequence of positions listed in by-law 11.1 will state the next Acting President or Acting Vice President. The next executive in line must qualify through the eligibility rule 8.1(a)v). If the executive does not meet the eligibility rule, the order will continue in sequence until an executive in sequence meets the eligibility rule and accepts the position.

Rationale: Add f to clarify the sequence of positions from the synopsis of change March 26 2009 for the President and Vice President

Bylaw 9.5(b)

When a vacancy occurs on the executive board, the President shall immediately assign a member of the executive board to oversee the duties of the vacant position until said position is filled. The position shall be listed as vacant until such time as the executive board appoints a member in good standing to fill the position.

Rationale: to list positions as vacant to indicate to the membership the positions available on the executive board
The current 9.5b will move to 9.5c

Bylaw 10.6 Quorum

A quorum for an Executive Meeting shall be fifty-one percent (51%) or more of voting Executive Members. No business of the Executive shall be transacted in the absence of a quorum.

Change to

A quorum for an Executive Meeting shall be fifty-one percent (51%) or more of voting Executive Members. **(The President or Chair shall be excluded when determining the quorum percentage.)** No business of the Executive shall be transacted in the absence of a quorum.

Rationale: To clarify the quorum rule. The President or Chair has no vote at executive meetings except to break a tie vote.

Bylaw 11.1 (k) Responsibilities of Officers

(k) Junior Coordinator

The Junior Coordinator shall:

- ~~i) Be responsible for the Initiation Program;~~
- ~~ii) Be responsible for the Tyke Division in conjunction with the Local League Contact;~~
- ~~iii) Have the right to be a member on the Coach Selection Committee with respect to the Initiation Program and the Tyke Divisions;~~
- ~~iv) have the authority to suspend any member of the Coaching Staff as deemed necessary until a meeting of the Executive Committee has been convened to discuss the matter of the suspension;~~
- ~~v) Work with the Ice Convenor, OMHA Contact and Local League Contact with respect to ice schedule;~~
- ~~vi) Ensure the EMHA Initiation Program conforms to the 'current' OMHA Rules, Regulations and Guidelines;~~
- ~~vii) Carry out other duties as assigned by the Executive Committee or the President.~~

Rationale: Eliminate the Junior Coordinator position. All responsibilities will be transferred to the Local League

Bylaw 11.1(e) Local League

- i) Act as the Delegate for all EMHA Local League Teams;
- ii) Have the right to be a member on the Coach Selection Committee with respect to Local League Teams;
- iii) Have the authority to suspend any member of the Coaching Staff as deemed necessary until a meeting of the Executive Committee to discuss the matter of the suspension;
- iv) Be responsible for allocation of game times to all Local League Divisions;
- v) Inform the Referee-in-Chief of all requirements for Game Officials and the Timekeeping Director of all timekeeping requirements;
- vi) Represent the Association at all meetings of the governing body, Local League and/or Referees;
- vii) Work with the Ice Convenor and OMHA Contact with respect to ice schedule;
- viii) Ensure OMHA requirements with regards to Roster and Player Cards are met;
- ix) Responsible for the Initiation program;**
- x) Responsible for the Tyke division;**
- xi) Carry out other duties as assigned by the Executive Committee or the President.

Rationale: Add the Junior Coordinator responsibilities into the Local League position

Bylaw 11.1 (o) Equipment Manager

- vii) Responsible to order apparel. The Executive Committee must first approve the apparel with a set budget;**
- viii) Responsible for the resale of the approved apparel. The Executive Committee must first approve the resale pricing.**
- ix) Carry out other duties as assigned by the Executive Committee or the President.

Rationale: add apparel responsibility to the equipment manager's duties. Renumber all subsequent duties.

ROO 7.1 (a) Selection of Team Coaches

Application for coaching positions will be called annually, by the Association Head Coach, for the upcoming season. All persons interested in Coaching must submit an Application, in writing, to the Association Secretary. A copy of the Coaching Application is contained in the forms section of the EMHA web site (www.essaminorhockey.com). Applications for coaching shall be submitted by April 30th **May 31st** of each year, for the following hockey season. **Applications for transfers (members moving in to our community & EMHA) will be accepted until August 15th.**

Rationale: Letting transfers apply until August 15th will give new families moving into our community an opportunity to apply for coaching positions.

ROO 7.1 (b) Selection of Team Coaches

The Association Head Coach shall form and chair a coach's selection after the May Executive meeting. The committee shall consist of:

- ~~i) Tyke & IP: Jr. Coordinator and Local League Contact~~
- ii) All Local League Teams: the Local League Contact
- i) All Representative Teams: the OMHA Contact
- ii) Plus two (2) to three (3) additional members for each of the above, selected from the executive.

Rationale: remove i) due to the elimination of the Junior Coordinator position. The Local League will be taking care of the junior levels

ROO 7.1 (e)

~~Coach Selection Committee members will be excluded from applying for a head coach position.~~ Coach Selection Committee members may apply for a head coach position. Any committee member who is also an applicant will be excluded from the interviews & selection process for that division.

Rationale: Allows Essa Minor Hockey to choose the best-qualified coach for the head coach position

ROO 8.3 (m) Representative Teams

Coaches are to utilize an evaluation form that identifies only the player number and color. ~~It is recommended that coaches contact coaches from other age divisions and work together to evaluate the players trying out for each other's teams.~~ **Evaluation committee must consist of the Association Head Coach or a designated alternate, one coach from another division and all division coaches.** All evaluation forms must be signed and turned over to the OMHA Contact.

Rationale: to conduct a fair tryout process to ensure our best competitive teams are put forth to the representative teams

ROO 8.3 (b)

All Representative Teams must dress at least ~~thirteen (13)~~ **ten (10)** players, including ~~two (2)~~ **one (1)** goaltender for each game. If a Representative Team cannot meet these criteria, the Coach or Manager must explain in writing the reason why, in order to receive the approval of the Executive Committee.

Rationale: change to reflect the smaller teams in Essa

ROO 8.3 (e)

Rep fees **are non refundable** and will be determined by the Executive and shall be paid to EMHA by Nov 1st of each year. Failure to comply ~~will~~ **can include loss of practice time or loss of OMHA Playdowns** result in ~~loss of extra practice time.~~ Rep fees provide for but are not limited to providing the team with additional practice.

Rationale: Rep fees are no longer used to pay for extra ice time. They are used to cover the additional cost of the rep teams OMHA Playdowns

ROO 8.3 (k)

Tryouts for Representative Teams will **be determined by July 1st by the executive for the upcoming season.** ~~commence the second or third week of August each year.~~

Rationale: Many people are on vacation in August during the tryouts and unable to attend. By changing it to the Executive will determine the date allows the flexibility to hold tryouts at different dates

ROO 12.2 League Play

~~d. All suspensions to players and Team Officials that were assessed during the last minute of the game may result in an additional suspension of one and one half (1 ½).~~

Rationale: Eliminate 12.2d. This is covered by 12.2c

ROO 12.3 Playoffs

e. All suspensions to players and Team Officials that were assessed during the last minute of the game may result in and additional suspensions of one and one half (1 ½).

Rationale: Eliminate 12.3e. This is covered by 12.3d

ROO 12.4 (b) Tournaments

All entry fees to tournaments will be the responsibility of the team. ~~Entry fees for tournaments along with complete tournament details to the appropriate contact who will arrange for payment of the entry fee against EMHA's account.~~ **The team will submit a tournament application form to the appropriate contact (Local League or OMHA) with a copy to the Ice Convenor. The appropriate contact will approve the tournament & give a "permission to attend form" to the team. Once approved, the team may obtain a money order (no personal cheques or credit cards) to pay for said tournament. A copy of the money order must be given to the appropriate contact. Teams may also submit their fee to EMHA and request an EMHA cheque to pay for the tournament.**

Rationale: Teams need to submit their money to the host centres quickly to guarantee their spot in the tournament. The money order is to ensure no personal cheques will bounce and reflect poorly on EMHA's reputation

ROO 12. 4 (j) Tournaments

ii) Complete **and submit to the OMHA contact** the OMHA APPLICATION TO TRAVEL OVERSEAS **along with a cheque payable to the OMHA for the appropriate fee as set out in the OMHA Manual under Policies and Procedures 6.1.** and; ~~submit the OMHA contact with a cheque payable to OMHA in the amount of \$1,000.00.~~

Rationale: The fee for overseas travel may change and is not set to \$1000 permanently.

Bylaw 11.1 (k) Bond Director

- i) Coordinate the distribution of the bond-qualified duties approved by the Executive Committee to the volunteer members.
- ii) Responsible for the record keeping of each member's bond points toward the fulfillment of their bond commitment each hockey season
- iii) Submit a status report to the President, Vice President, Treasurer and Team Managers bi-monthly. An update will be reported to the executive at the monthly executive meetings.
- iv) Carry out other duties as assigned by the Executive Committee or the President

Rationale: Add the position of Bond Director to coordinate all activities related to bond hours/points

Bylaw 8.1 (c) Elected Officers

The elected Officers will consist of President, Vice President, Secretary, Treasurer, OMHA Centre Contact, Local League Centre Contact, Referee -in-Chief, Association Head Coach, Junior Coordinator, and Risk Management Officer, **Bond Director** all of whom will serve on the Executive Committee.

Rationale: Eliminating Junior Coordinator. All responsibilities will be transferred to Local League Contact. Add Bond Director as a new position. The term will be 2 years as set out in 8.2b term of office
