



Essa Minor Hockey Association

April 19, 2012

Executive Meeting

Executive Member	Position	Assigned to	Present/Absent
Valerie Campbell	President/Ice Conveor		Present
Vacant	Acting Vice President	Heidi Chomniak	
Sean Gaudet	OMHA Contact		Present
Vacant	Acting Local League Contact	Sean Gaudet	
Heidi Chomniak	Treasurer		Present
Nancy Hoover	Acting Secretary		Present
Warren Cooper	Association Head Coach		Present
Trevor Bolt	Risk Management Director		Present
Roger Allain	Referee in Chief		Present
Vacant	Junior Coordinator	Sean Gaudet	
Vacant	Bond Director	Trevor Bolt	
Vacant	Registrar	Valerie Campbell	
Jim Malcolm	Public Relations Director		Present
Mike Meade	Equipment Manager		Present
Aimee Hodder	Fundraising Director		Present
Vacant	Timekeeping Director	Roger Allain	
Stephanie Barnes	Tournament Director		Present

Total Present	11
Total Absent	0
Total Executive	11

Carson Wyatt—outgoing Association Head Coach/Treasurer present at meeting

CALL TO ORDER:

The meeting was called to order @ 7:05pm by Jim seconded by Roger

REVIEW OF MEETING MINUTES:

The Minutes from the March 15, 2012 meeting were reviewed and accepted along with the bylaw and Roo changes attachment by Stephanie seconded by Sean—Carried

APPOINTMENT & ASSIGNMENT OF NEW EXECUTIVE:

Motion #1 April 19, 2012—to appoint Stephanie Barnes to the position of Tournament Director; Motioned by Warren seconded by Sean—Carried

Motion #2 April 19, 2012—to appoint Mike Meade to the position of Equipment Manager; Motioned by Sean seconded by Trevor—Carried

Motion #3 April 19, 2012—to appoint Aimee Hodder to the position of Fundraising Director; Motioned by Sean seconded by Warren—Carried

Motion #4 April 19, 2012—to appoint Nancy Hoover to the position of Acting Corporate Secretary; Motioned by Sean seconded by Roger—Carried

Motion #5 April 19, 2012—to appoint Jim Malcolm to the position of Public Relations Director; Motioned by Warren seconded by Trevor—Carried

Motion #6 April 19, 2012—to appoint Valerie Campbell to the position of Ice Convenor; Motioned by Sean seconded by Warren--Carried

Valerie assigned the following executives to oversee the vacant positions:

Sean Gaudet—Local League Contact & Jr. Coordinator

Heidi Chomniak—Vice President

Roger Allain—Timekeeping Director

Valerie Campbell—Registrar

Trevor Bolt—Bond Director

DELEGATIONS:

1) Bond Committee formed to make the final adjustments to the bond program and discuss the plan on executing the bond program for the hockey season...committee consists of Valerie, Trevor, Warren, & Stephanie— Open

2) Advertising Committee formed to execute the plan for promoting registration and advertising in the local newspapers...committee consists of Valerie, Jim, and Warren...Aimee & Mike for Base Borden --Open

3) Golf Committee formed to execute the details for the golf tournament in September...committee consists of Aimee, Warren, Jim, Trevor, & Sean. We will be sending out an email to the members to ask for volunteers to help with the committee—Open

CORRESPONDENCE:

1) Received letter of resignation from Sharon Dusome, Bookkeeper. She will continue to do the financials until the year end May 31, 2012.

2) Received a letter from an Essa Parent thanking the executive for the job that they do all year long and for sacrificing family obligations to help out all the players in Essa Minor Hockey.

UNFINISHED BUSINESS:

1) Warren completed the Loan Agreement Contract for Essa Equipment and Executive property. All members in possession of Essa Minor Hockey Equipment must sign an agreement – Closed

2) Barrie Fair update—Open

NEW BUSINESS:

1) The Treasurer responsibility will now cover all bookkeeping duties. We need to buy a software program for the finances. The Treasurer needs a laptop to complete the duties. Putting the finances on a personal computer is not in the best interest of Essa Minor Hockey. The laptop will be transferred from one treasurer to the next. The secretary laptop is outdated. This position needs a new laptop to complete the duties of the secretary position **Motion #7 April 19, 2012**—to purchase 2 laptops, one for the treasurer position and one for the secretary position. The laptops will be property of Essa Minor Hockey and will be transferred when a new executive assumes the duties of these positions. Both laptops with the programs needed (QuickBooks Pro, Microsoft office & a virus scan) not to exceed the amount of \$2000. Motioned by Valerie seconded by Trevor—Carried -- The old laptop and printer will be wiped clean of data and destroyed.

- 2) AGM Minutes were handed out to all executive members. They are to review the minutes for errors or omissions and report back to the Secretary by the next Executive meeting in May—Open
- 3) Valerie will approach Thornton Minor Hockey to discuss Essa Rep Eligible players playing in Thornton. We would like to see all interested eligible players be able to participate in Essa Tryouts the first weekend of October—Open
- 4) Coaching Criteria needs to be set for the coaching interviews. Warren will look over all the information from last year's interviews and bring the recommended criteria to the next meeting—Open
- 5) Discussed coaching applications due dates. **Motion #8 April 19, 2012**—to move the coaching application deadline for this season to August 15, 2012 Motioned by Roger seconded by Sean—Carried
- 6) Discussed the possibility of having a booth at the Base Borden Air Show the weekend of June 8th to sell water, pop etc. 10 to 15% of the proceeds will go back to the military. This will be a good opportunity to advertise Essa Minor Hockey and our registration during the event. Aimee is waiting for approval then a committee will be formed of executive and member volunteers for that weekend—Open
- 7) The President is requesting to have a portion of her cell phone bill paid by Essa Minor Hockey. She answers calls on her cell phone at all hours and she also gets Essa Email to her phone. The email uses data and almost all her emails that go to her cell are Essa Minor Hockey emails. Phone calls come in from the OMHA delegates and inquiries about registration come into her cell phone via email, calls, and texts. It is very important to our organization that we answer all calls and emails in a timely manner. A mobile device is required in order to do accomplish this objective. **Motion #9 April 19, 2012**—to pay a portion of the data up to \$30 monthly for the President's cell phone to cover the cost of doing business for Essa Minor Hockey. It is very important for Essa to be able to answer calls and emails in a timely manner. Motioned by Stephanie seconded by Jim—Carried Please see New Business #7 for detailed discussion of this motion
- 8) Timekeeping training was discussed—OMHA REM would like all centres to send members to be trained on how to fill out a game sheet during the games. She would like some centres to host the training sessions also. We will be sending approx. 3-4 people to be trained on timekeeping and they will train the rest of the volunteers. Sean will get information on the cost to Host and the cost to send members to be trained--Open

REPORTS:

STEPHANIE—Nothing further to report

ROGER—Nothing further to report

TREVOR—Nothing further to report

WARREN—I will be sending out an email to request that the coaches return the jerseys and banners.

SEAN—the OMHA AGM will be the weekend of June 8th. Details for executive courses will be coming out soon. Friday is the Golf Tournament, Saturday the training courses and Sunday is the voting. We will be helping at the AGM to set up the hospitality suite.....next year the OMHA round robin playoffs will be less games than this year. Teams that make the OMHA Playdown Semi Finals will be allowed to drop from the Georgian Bay Playoffs.....coaching clinics are now being posted on line. Please take a look at the OMHA website. If we would like to host a coaching clinic, we need to put in our request very soon.

JIM—Nothing further to report

CARSON—financials were discussed.....handed over all books and paperwork to the next executives. Sharon has all the financial information.

HEIDI—will send out an updated executive contact list for the new season.....handed out to all executives the executive code of conduct, please read this and you will need to sign a form at the next executive meeting.

NANCY—Nothing further to report

MIKE—I will try to get a link to Essa Minor Hockey put on the base website with all the rest of the links

AIMEE—we have permission to put our flyer in designated spots in Base Borden.discussed Golf Tournament; 2 spots have been chosen...Innisbrook and Bear Creek.....majority of the executive prefer Bear Creek so I will go back there to see if they will match the pricing of Innisbrook. We are going to need a deposit to hold our spot September 23, 2012. **Motion #10 April 19, 2012**—to give a deposit in the amount of \$500 for the golf tournament to be held September 23, 2012 to either Innisbrook or Bear Creek; Motioned by Roger seconded by Jim—Carried.

VALERIE—we will be holding our meetings in the summer at the Legion because the Arena is closed. May 24th will be our next meeting.for Local League next year the Game Period Minimums have increased. Peewee will be 10 10 15; Bantam will be 10 15 15; Midget will be 10 15 15.....registration will be opening up on May 1st. There have been many inquiries already.

MOTIONS:

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Motion #10 April 19, 2012—to give a deposit in the amount of \$500 for the golf tournament to be held September 23, 2012 to either Innisbrook or Bear Creek; Motioned by Roger seconded by Jim—Carried.

ADJOURNMENT:

The meeting was adjourned at 9:11pm by Mike seconded by Nancy

FUTURE MEETINGS:

May 24, 2012