



November 14, 2024

Executive Meeting Minutes

| Executive Member | Position | April 11 | May 9 | June 13 | July 17 | August 8 | August 22 | September 12 | October 10 | November 14 | December 12 | January 9 | February 13 | March 13 | Total Absent |
|----------------------|----------------------|----------|-------|---------|---------|----------|-----------|--------------|------------|-------------|-------------|-----------|-------------|----------|--------------|
| Vacant | President | P | | | | | | | | | | | | | |
| Tiffany Hart | Vice-President | | | P | P | P | P | P | P | P | | | | | |
| Angie Trotter | Secretary | P | P | P | P | P | P | P | P | P | | | | | |
| Lauren McPherson | Treasurer | | | | P | P | P | P | A | P | | | | | |
| Tiffany Hart | Ice Convenor | | | P | P | P | P | P | P | P | | | | | |
| Veronique Vandermeer | Registrar | P | P | P | P | P | P | P | P | P | | | | | |
| Mariale Schrobback | OMHA Rep | | | | | | | P | P | A | | | | | |
| Kim Chittenden | Local League Contact | P | A | P | P | P | P | P | P | Ph | | | | | |
| Vacant | Jr. Coordinator | P | P | P | P | A | A | A | P | | | | | | |
| Robert England | Risk Manager | P | P | P | A | A | P | P | P | P | | | | | |
| Vacant | Assoc Head Coach | P | P | A | A | A | P | A | A | | | | | | |
| Krystal White | Assoc Head Manager | on leave | | P | P | P | A | P | P | P | | | | | |
| Shannon Rowlandson | Director of Dev't | P | P | P | A | | | | P | P | | | | | |
| Kayla Otten | Equipment Manager | P | P | P | P | P | P | P | P | P | | | | | |
| Kayla Otten | Fundraising Director | P | P | P | P | P | P | P | P | P | | | | | |
| Kirby Dickson | Bond Director | | | P | A | P | A | A | P | P | | | | | |
| Kerri Muerrens | Public Relations | P | P | P | P | P | P | P | Ph | P | | | | | |
| Adam Collins | Tournament Director | P | P | P | A | A | A | A | Ph | P | | | | | |

CALL MEETING TO ORDER at 7:09 pm

Approval of October 10, 2024 Meeting Minutes

https://docs.google.com/spreadsheets/d/1yIlp_kKZ9ZrTGz5jUHTODYHM7U1qMI66KVBz5YQ5s/edit?usp=drive_link

Motion by Angie, Second by Krystal - passed

CORRESPONDENCE

Jr Coordinator letter of resignation

Head Coach letter of resignation

COC issued to a U11 parent - Rob to reach out to make sure everything is going ok since email was sent out and follow up with executive. Team has not had any issues since this issue was addressed

Email from Bill Hutton and Brandon Boone to Tiffany clarifying MS appeal

Email from Adam Collins re Head Coach position

Email from Adam Collins re conversation with RIC and how much we pay Refs - EMHA is running the risk of having to cancel games due to not having enough refs on the docket. Ref's don't want to come to Essa due to the way parents are treating refs (especially younger refs) - Refs can give a 7 game suspension for this behaviour. Alliston is paying \$10 more plus millage, need to look into raising the rate for the Refs - \$10-15 more then we pay. Rob - RIC was going to attend tonight's meeting to discuss rates but was unable to come. Another issues is that the (3) 10 min periods are ok, but cant do (4) 10 10 15 in a row. U18 require a different set of refs and the U15 local league should be 4 man rule

DELEGATIONS:

Adam Collins for Head Coach - Adam will be Acting Association Head Coach until such time another person requests to apply for this position or until the AGM when it will be voted on. If there is an issue within the U15 team that Adam is Head Coach of, the team should go to their head manager and/or Kim

EXECUTIVE REPORTS:

Vice President (Acting President) - Tiffany Hart - At our July meeting "Coach reimbursement will need to be looked into for distribution at the end of season". We had paused reimbursements as a result of our financial position which has changed. We can resume following 9.0 SUBSIDIZATION in our Rules of Operation.

9.1 Courses

a. All required OMHA mandated modules and qualifications, specifically as they relate to the Team and category for which the member has been accepted as a Team Official, for all team officials, will be subsidized 100% by EMHA, provided the following criteria has been met:

ii. The participant has successfully passed the course;

iii. The participant has previously completed at least one full season in EMHA as a member in good standing.

b. In the case of Coaches and Teams Officials directly responsible for players in the Initiation Program, the requirement for completing at least one full season in EMHA as a member in good standing, is waived.

c. Participants are responsible for paying any fee associated with attending an approved course /module and will be reimbursed by EMHA on successful completion.

MOTION: Reinstate Rule 9.0 SUBSIDIZATION - Motion by Tiff, Second by Angie - (11 YES) - Motion PASSED

Secretary - Angie Trotter - Nothing to report

Treasurer - Lauren McPherson -

1. October Financials Update (P&L Report, Oct Bank Statements for circulation) Month End October Balances: **Tournament account: \$111,450.73** (Matches Bank Statement & Transaction Reconciliation in Wave) **Main Account: \$149,714.14**
2. Stripe Account – We should not have any large balances sitting in stripe for more than 30 days - money belongs in the Association's bank account not sitting in cyber space. Stripe account had many incorrect information on our account and I have updated with the proper Executive listing as they check against the Ontario Business registry. All funds have been cashed out as of Nov 8 and money is being deposited directly into the Tournament Account. I would recommend cashing out once a week, if anything has been collected.
3. Updated the Ontario Corporations Act with our current Director Listing – Legal Requirement as a Not-For-Profit Association (I've opened a Service Ontario One Key Account to do this online) Account was out of compliance since 2019.
4. Dance Profit was \$1414. We still have a lot of snacks left over from the expenses from this dance so the purchases for the Jan dance will not be as expensive.
5. E-Transfers INTO main account for Tournament funds = \$4985. **MOTION: to Transfer \$4985 from Main Account to Tournament Account - Second by Veronique - PASSED (10 YES)**
6. Tournament Expenses should be paid from Funds from the Tournament Account. 2024-2025 Tournament Expenses to date (Wave Accounting - also including 2023/2024 Season Jan-Oct) \$22,129.93 **MOTION: To Transfer \$22,129.93 FROM the tournament account into the main account to cover expenses thus far. - Second by Veronique - PASSED (10 YES)**

Ice Scheduler - Tiffany Hart - 2024-2025 Season requirements - Ice breakdown, budget, Wasaga Ice. - Ice is not in at Base Borden. Teams can use base if paying for ice with sponsorship money as long as coach and trainer is present. Eastview has available ice and is good ice - Tiff to call Eastview regarding availability

Registrar - Veronique Vandermeer - I motion to refund the B family \$180 x 2 as they have decided to register for both sessions of power skating so have paid the combo price on top of the single session price. Second by Angie - PASSED (10 YES)

All team rosters have been approved. I am working with families to complete the Jr Eagles roster and will be working with coaches to complete the volunteer roster.

Why a mid season survey when we are not at mid season? We have done nothing to support managers or coaches, nor have we audited power skating so how is it fair to these people to have only the unhappy members fill in a survey right now?

Can the slides for the coaches/managers meeting be shared so that we can add items if needed. I will be there as a manger, but need to make sure the information being presented is accurate. Krystal to share power point presentation to see if anything needs to be added for the meeting.

Email responses need to be improved. If you don't have an answer right away, admit that and work to find the answer with the appropriate person. Tiff does not need to be asked about trainers....

Executive code of conduct review. What is discussed / passed in our emails is not public knowledge until the minutes have been approved and posted. Executive members need to be held to a higher standard and not speak negatively about coaches or other members. Team refund issues. Rep fees outstanding from 3 players - Notice to be given to 3 players to be paid by November 22nd

Vulnerable Sector checks missing for the following executive members: Krystal, Angie, Lauren, Shannon

OMHA Rep - Milly Schrobback - GBMHL meeting Nov 12th update - all items repeated as per Kims notes from the LL meeting. Additionally we were advised to remind coaches to NOT play a suspended player until their suspension has been served in full. There have already been a few incidences of this happening and the coach has received a suspension for playing the suspended player.

Local League Contact - Kim Chittenden - GBTLL meeting Nov 5th update: OHF wants everyone reminded, if you are waiting on your VSC from the police, as soon as you receive it, you must upload it as a PDF. Rosters, have managers use the approved rosters to ask each parent listed if all the info is correct and report any errors to the registrar and have people update their HCR profiles, if necessary. Reminders - Roster deadline Dec 1st, AP deadline Jan 15th, last day to add a **new** player Feb 10th, OMHA AGM is June 14th. Hockey Canada may be increasing fees next season by \$12-\$15 per player, this is still in discussion and OMHA is trying to stop this very large increase from taking place. **All on-ice help besides having a valid VSC must have helmets on and fastened, this includes 3rd party providers.** LL first season ends Dec 21st, 2nd season ends Feb 9th, round robin will be 6 games and completed by March 9th. Timekeepers are still making mistakes in general and OMHA is encouraging that we train them or they take the online course. Review of game sheets by coaches/managers is lacking, it is important to verify the information and ensure the correct bench staff are noted and signed. U7-U9 scheduling meeting was a little hectic as this was the first year. It is suggested that moving forward centres have even numbered teams for U7 and U8 in order to have better match ups. The main concern was many centres came with home game times and did not want to travel. Inputting the schedule took longer than expected and the OMHA scheduler hopes it will be smoother next year. I was approached by our arena staff regarding an issue from Friday Nov 1st. This involved some of the U15 rep players staying at the rink after their game to watch the U18LL game. Unfortunately there was some unbecoming behaviour, this was discussed with Milly. We had communication with the U15 rep coach and he addressed his team. Currently this issue is closed. OMHA RIC has advised our current ref fee schedule does not follow the criteria for OMHA. This information was passed on to our RIC, Rob for review.

Jr. Co-ordinator - Kayla Oten (Acting) - The U7 and U8 have been divided evenly. I have been at all skates from 7:00am-10:00am on the weekends. U7 and U8 teams got their jersey and socks on Sunday, October 20th. U9 got their socks and jerseys on Tuesday, October 22nd. Communication to managers for U7-U8 has been sent out to let them know how to register for our jamboree. U7-U9 teams all got first aid kits and pucks on November 2nd. 60 more blue pucks were ordered as I forgot to account for U7 Development and Jr. Eagles. Santa Claus Parade this weekend, U7-U9 teams participating. The U8 Red Team has done an amazing job organizing everything. U7 and U8 refs? I can see refs are scheduled for U7 and U8...are we paying for refs for U7 and U8? If not, can we please have Rob cancel these assignments. At our meeting on Thursday, March 14th a motion was passed "Motion to spend \$10,000 for half ice boards (we can sell what we currently have to recover some money)." Considering what we found out at the AGM, we put this on hold. I would like to put this motion forward again as we are in a much better place. Being a U9 Manager season last year, I know we are the only centre who still has the black pads. I will find out if the Alliston Soccer Club is still willing to purchase our old ones. I will also get the exact measurements. This would be a great thing to contribute to our U7-U9 teams.

Risk Management - Robert England - Nothing to report

Association Head Coach - Vacant -

Association Head Manager - Krystal White - Coaches and managers meeting is this upcoming Monday Nov 18th. previous email to executives regarding attendance at meeting mostly unanswered, if you want to attend all welcome, but please provide me with info to add to presentation if you have something you wish to bring up/present at the meeting. all teams have received referee funds- except U8 teams. (maybe under Jr coordinators)- U7 have scheduled referees, I don't recall this occurring previously- quite a financial burden, when coaches have been used traditionally- I have received the funds (minus \$500 given to development for goalie clinic payment, received \$300 for Santa Claus parade. picked up treats for float participants to hand out. Dec 6th tree lighting at angus arena, attendance of players in jerseys would be great. Will send email to managers with date and time.

Development Director - Shannon Rowlandson - Nothing to report

Equipment Manager/Fundraising Director - Kayla Otten -

Rep jerseys and socks have been handed out. A cheque for \$423 from Entripy came - gave to Lauren on November 1st. \$830 made from selling LL socks - given to Lauren November 1st.

We will need to order more LL socks before the start of next season as I'm running low. We will also need new tryout jerseys for next season so we are not scrambling to get different sizes and numbers.

Essa Swag supplier update:

Fundraising items have been handed out. A second order was placed for NRP players, Wasaga players and late registrations.

I was thinking of organizing a food drive on behalf of EMHA. I could collect items for a week, maybe make a challenge for teams? They win Essa stickers/number stickers for their whole team if they collect the most items.

Our dance had 213 kids, making a total profit of \$1414. We had quite a bit of leftover snacks, so I will only be spending \$600 next time on snacks/prizes. Our next dance is on January 17th, Neon Dance Party Theme.

Barrie Colts Suite Tickets - January 11th - **MOTION:** I think it would be a great idea to have the U18 graduating players get the Barrie Colts Suite on January 11th. We can accommodate the 8 graduating players, then 4 bench staff per team - **second by Adam (10 YES) - Tiffany to block dates so no games for U18 going to Barrie Colts.** Our March suite tickets will be for the team who sells the most Barrie Colts tickets for our night in February - more info to come.

I am waiting on an invoice for the HDIE ribbons.

Bond Director - Kirby Dickson - 2 Emails send to Managers about Bond. (Oct 16th and Nov 7th) After my original Email I have only received 1 teams bond cheques. (U13 Rep). My follow up email on Nov 7th was to Managers stating that I will be present during the up coming Coach/Managers meeting on 18 November and will be requesting an update from Managers on the status of parents bond points thus far, as well as I will be collecting all post dated cheques at this time. If Managers are a no show and have not communicated with me prior to 18 Novemeber, nor has given me an update, then I will be requesting from the executive to have all players on that team to have their \$200 Fee added to Ramp for the following year. For Children that are U18 and aging out, if they have not completed their bond points or have no intention to, a discussion will have to be had with the Executive to talk about further action.;

Public Relations - Kerri Meurrens - Nothing to report

Tournaments - Adam Collins - October Fall Classic was a success, bio steel was there for Saturday offering free sample and 30% off coupons to all Essa players. 77 teams (3 from Essa) we will be getting an RFF (Request for Funds) which needs to be paid out to Weekend Hockey (Lauren to update regarding tournament account) moving forward Lauren and I will be working to try and rectify Stripe into categories so that we can filter between tournaments to have a better understanding of which teams have paid and how they paid. Next item on agenda is HDIE. I need executive volunteers since all the normal helpers have either been pushed off executive or quit. The registration/souvenir desk is already spoken for by Kayla and Veronique. I will need at least four to six executives to be on ice with me for 3 hour slots (2 age groups) executive need to be present at this event and noticeable - **Adam to look into possibility of Executive being on ice with helmets and shoes on.** Special surprise hopefully coming for the Friday night teams but who be open to all teams. Proposed schedule for HdIE to follow in the next couple weeks. Ideas for player give away (did towels last year) thinking water bottles this year will be slightly more costly but we could sell the excess ones. March tournament filling fast. All Essa teams have been registered and details will be sent out to teams via Krystal and myself regarding payment and roster/travel permit submission. U7/U8 jamboree filling fast. Will be capped at 12 teams per division. Each team will get three half ice games. Dog tags will be ordered again once I have final numbers for the amount of players. Please ensure gym is booked from 7-6pm both days and ice is booked from 8-6pm both days. Will the U18 rep team be volunteering their time again to help with clock, barriers and lunch give out? Kerri please check in with little ceasers again Regarding pizzas. **Kayla to reach out to see if Kim will be doing her own thing with the kids - Olympics.** **MOTION: to pay 50% of John Prince Memorial for LL, second by Kerri - PASSED (10 YES)** **MOTION: to pay 50% for U7/8 Jamboree (\$2000), second by Kirby - PASSED (10 YES).** Information to be sent out that money is

PREVIOUS BUSINESS:

Hockey Day in Essa - January 4th, 2025 - **OPEN**

COC tracking / monitoring - Rob to reach out to give reminders of COC from previous years that carry over to the next year - **OPEN**

Township Proposals - waiting for September council meeting to find out about Timbit fee reduction and 10 free uses for our meetings - **(Request to increase our - 10 free meetings - up to 12 meetings, add other for summer months).** - **OPEN**

2022-2023 & 2023-2024 Finances - discussion - **OPEN** -

Timbit Jamboree - February 15-16, 2025 - **OPEN**

Phone call from U13 Rep re: Parry Sound Tournament re: lack of hotels due to team last year - **Tiffany to reach out to the Grand Tappattoo Resort** and explain the situation that there was a family from Toronto that caused the disturbance at the pool after the pool closed and the U13 team was already in bed due to having a game first thing in the morning. This family told the resort they were with the EMHA. This was explained to the manager of the resort, but is no longer with the resort. - **Follow up - Adam reached out and all has been resolved that this was not the EMHA involved in the incident that took place - U15 Hurricane team caused the issue - CLOSED**

Suspensions: Follow up - Veronique sharing information with GB as she is the team manager - **this has been done VV,** and Rob reminding MS and AT of their suspensions - **CLOSED**

Email from Base Borden re: account - Tiffany will reached out the accounting department on base to see if they have or will be cashing the cheque from last season and if our account still has an outstanding balance - We have an outstanding balance of \$21,379.60, finally received the invoice on November 14th, 2024 from the 2023-2024 season. - **Follow up - Tiffany reached out to Base Borden and the cheque was never cashed. Tiffany will require the account to see if we still owe this money**

Email from GB on October 6, 2024 re TG - Rob to get a statement from TG and interview witnesses regarding this situation and report back to the executive

Communication from Essa Township October 7th - "Could you please send out communication to coaches that all warm ups must be done outside and cannot be done in the hallways of the recreation centre. If the gym is available to use, then the warmups can take place in there. Warmups cannot be done in hallways due to patrons being in the facilities." - **Tiffany to email Township to see if warm-up can be done upstairs or in the gym once the weather changes to prevent injuries during warm-up - Abbey is going to confirm, I hope to have an update by the meeting on Monday.**

Revision to By-Law Number One 8.5c - Absence - Any member of the Executive, who misses two consecutive regular meetings of the Executive without just cause, may cease to be a member of the Executive. The presiding Executive Committee shall determine just cause. Revision: Any member of the Executive, who misses two consecutive regular meetings of the Executive without just cause, may cease to be a member of the Executive. Any member who missed two consecutive regular meetings of the Executive with just cause will have their vote suspended until they attend a regular meeting. Meetings can be attended online using a program like zoom or by calling in using a phone in circumstances that make it impossible for the individual to be in physical attendance for example: sickness, work travel, vacation, etc. After the second meeting unable to be in person, members vote will be suspended until they attend a regular meeting in person. The presiding Executive Committee shall determine just cause. - **OPEN for further discussion on how to ensure executive members are available to attend meetings when taking on these volunteering positions. Referee in charge to be invited to meetings.**

Meeting to be scheduled for all coaches in the near future. Looking into options for our coaches to improve their training. Dates to be provided to the Executive of coaches meetings and try to overlap with Manager meetings so information can be shared - **UPDATE: Meeting has been scheduled for Monday Nov 18 in the gym at the angus arena from 7-8:30pm - CLOSED**

Question for Kim to ask Adam Parent - Is it possible to have 2 teams until January for half ice, then merge into one team for full ice? Adam Parent said no. Kim has reached out to Nita to see what other centres have 1 large team (that way we could split our team in half and play games on both sides). All centres have been emailed asking if they also have 1 large team - waiting on responses. **CLOSED**

Information Session - As per By-Law Number One 7.2 a general information session will be held prior to the 30th day of November. - **UPDATE: Meeting to be held on November 21st in the gym from 6:30 - 8pm - CLOSED**

Executive Committee Job Descriptions - OPEN - Needs to be reviewed for each position, missing job description for Director of Development

End of Year Banquet - April 3rd - OPEN

Annual General Meeting - April 10th - Compile a list of By-law revisions, must be sent out prior to March 7th, 2025 - OPEN

Photo Day Friday, November 15th 5-10pm, **Photo Retake Day** Wednesday, November 20th 5:30pm-7:30pm - **CLOSED**

Figure out pricing for U7/8 refs so managers have money to pay refs this year - **NO Refs - Rob to cancel assessments - CLOSED**

First Aid Training for all Trainers - Rob volunteers his time to instruct a Stop the Bleed course for all trainers. - **OPEN**

First Aid kits now require personal hygiene products for female players to be in each bag. Members of the executive have volunteered to donate products for each first aid bag - **OPEN Rob**

Goalie App Netminder - EMHA has very little goaltender training. This app gives lesson plans for goalies, and help with Mental health of goaltenders. This app will be provided to coaches to help goalies. Can it also be available for parents, goalies, etc. **Rob to follow up with fees and confirm if every year fee or a one time fee. Once all the information is gathered and shared, it can be put out as an online vote**

Discussion about how to eliminate cheques for Bond due to the cost of buying cheques that are not cashed. - Change date for completing bond hours from February to January, fundraising and bond - switch so don't have to have so much money all up front. **OPEN Kirby**

Rob suggested for next season a Goalie dust off - **OPEN**

Letter to members of association regarding finances - **OPEN**

NEW BUSINESS:

Stripe account was outdated since 2019 - Lauren went on to update information such as executive names in order to get the \$50,000 released. An amount should be set to transfer over to main account and only leave some in for refunds when withdrawing from a tournament. Lauren can ask for a motion at the time of transferring

Will there be enough for 2 sessions of Jr. Eagles? Won't know until it's opened up. Can we sustain them on a Saturday. Some moving up from U7 to Jr Eagles. We can start with the Tuesday and ask Kim if still 15

For Power Skating next year look into HCR (or another system) for registration since there is less control through ramp.

Looking for donations of games + toys to keep while kids busy that are in tournaments. Tiffany to ensure gym is booked until 7pm during the tournament

If an event comes up that interferes with the Jr. Eagles time slots, we need to make sure to notify them so they don't arrive at the arena unaware of the changes.

ONLINE VOTES:

MOTION to Motioned by: ?, Seconded by: ?. **CARRIED/DEFEATED.**

MOTION: Motion by Veronique, Second by Kayla - Passed (10 Yes - 1 no answer) I just had a refund request come in from a player who registered with us to obtain an NRP. They paid the full registration fee instead of selecting the NRP/PTS package...

I motion that we refund 100% of the fees paid as he never stepped foot on Essa ice.

MOTION: Motion by Kayla, Second by Kristal - Passed (8 Yes - 1 Abstain, 2 no answer) After getting survey results from the parents 8-8 for having 1 large team or 2 small teams, I would like to put forward the following motion:

I motion we have 1 large U9 team for the 24/25 season.

Since the U7-U9 age group isn't zoned, we will do our best to have them play other large centres so we can have 2 half-ice games going at the same time. This will allow them to get ice time during half ice and be efficient for full ice with one larger team.

MOTION: Motion by Veronique, Second by Kirby - Passed (5 Yes - 2 no answer - 5 Conflict)

ROO: 5.4e. Head Coaches shall only use A/Ps where the number of skaters (excluding goalies) available from his/her team, for any given game, is less than 13.

Policies:

The number of players used in a game must NOT exceed the number of players rostered to a team prior to the addition of the Affiliated Players unless the roster is less than 13 skaters and 2 goalies.

MOTION: Motion by Shannon, Second by Kayla - Passed (10 Yes - 1 Conflict) Jr Eagles have been running for a few weeks now. Our Tuesday program as taken on some additional skaters from the U7 program to benefit the kids. I have 3 skaters that have moved from the U7 program to the Jr Eagles program. There is a \$50 cost difference from one program to the other. \$100 for a 10 skate season for U7, \$150 for a 10 skate program for Jr Eagles.

I would like to motion waiving the \$50 increase to the 3 families this effects.

MOTION: Motion by Krystal, Second by Kirby - Passed (10 Yes - 1 no answer) I have a motion in regards to the Santa Claus parade, which would be too late if I waited until our meeting.

I motion a \$300 budget for the Santa Claus parade.

This would be used to purchase lights and Christmas decorations to be used yearly going forwards. And for the purchase of candy canes and treats to be handed out for this year.

I will go out today and get mini chocolate bars, as they are now heavily discounted from Halloween. 50 mini bars for \$5. But I would like to buy candy canes also.

Meeting Adjournment: 9:50 pm Motion to adjourn by Angie, second by Kayla

November 14, 2024 @ 7pm - Location Angus Arena - Gym

Future Meetings: December 12, 2024, January 9th, 2025, February 13th, 2025, March 13, 2025 (Banquet Hall - after November 14th meeting)

