



July 17, 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										
Angie Trotter	Secretary	P	P	P	P										
Bernice Tata	Treasurer				P										
Tiffany Hart	Ice Convenor			P	P										
Veronique Vandermeer	Registrar	P	P	P	P										
Vacant	OMHA Rep														
Kim Chittenden	Local League Contact	P	A	P	P										
Travis & Melissa Cox	Jr. Coordinator	P	P	P	P										
Robert England	Risk Manager	P	P	P	A										
Bertram Cronshaw	Assoc Head Coach	P	P	A	A										
Krystal White	Assoc Head Manager	on leave		P	P										
Ardra Scott	Director of Dev't	P	P	P	A										
Kayla Otten	Equipment Manager	P	P	P	P										
Kayla Otten	Fundraising Director	P	P	P	P										
Kirby Dickson	Bond Director			P	A										
Kerri Muerrens	Public Relations	P	P	P	P										
Adam Collins	Tournament Director	P	P	P	A										

CALL MEETING TO ORDER 7:06pm

Approval of June's meeting minutes tabled until August 8th meeting, as more details to be added in order to send to Adam Parent for the Head Coach appeal process.

CORRESPONDENCE

Bernice to reach out to Lauren McPherson to discuss her questions regarding being the Treasure for the executive committee and invite to meeting if interested in learning this position.

Adam Parent has requested the minutes from our June Meeting, as well he will want the coach selection interview sheets in their entirety from Bertram if the appeals are granted.

Adam confirmed step one is going to be requesting an appeal letter from each appellant to determine if the appeal is valid or not. They are required to defend their position in order for the committee to grant the appeal which according to our rules is because they feel the process was flawed or unfair.

Once the appeal is heard by the committee they will have three options: 1. deny the appeal and continue with the applicant as selected 2. grant the appeal and award to the applicant as listed in our rules 7.2e or 3. grant the appeal and convene a new selection board as listed in 7.2e. - **June executive meeting minutes and all notes from the coach selection interviews will be provided to Adam**

2 appeals recieved from U11 head coach applicants and 2 appeals recieved from U18 coach applicants.

DELEGATIONS:

Motion to nominate Bernice as the honorary Treasurer to continue to help fix the booking issues and to help train the new Treasure in this role. Motioned by Tiffany, seconded by Veronique - all in favour. Motion carried.

Motion to nominate Lauren McPherson as the new Treasurer. Motioned by Tiffany, second by Krystal - all in favour. Motion carried.

EXECUTIVE REPORTS:

President - Vacant -

Vice President (Acting President) - Tiffany Hart - Submissions to council. OPP update. Mouthguard clinic. New Parents Meeting, A general information session will be held each year prior to the 30th day of November. Updated ROOS, Bylaws & Policies. Trophy case. Trevor? Pro-North? Can we pre plan and schedule head coach and manager meetings for September? Referees. Future meeting dates... thursdays? Adam?

Secretary - Angie Trotter - Volunteers have been requesting information regarding VSC, need an updated letter from Rob to be accessible to members. - Kayla has uploaded to the Essa website

Treasurer - Bernice Bank account has been changed to "any 2 to sign" Veronique and Tiffany are the current signing authorities. We are working on adding Bernice. Tournament account to be opened soon.

Ice Scheduler - Tiffany Hart - Ice Update, tryouts, hitting clinics, logo at Center Ice - cost is \$500, Insurance. Do we have GBMHL and GBTLL scheduling meeting dates yet?

Registrar - Veronique Vandermeer - Numbers: U7 - 25, U8 - 22, U8 - 15, U11 46 skaters, 4 goalies, U13 - 22 skaters, 3 goalies, U15 - 19 skaters + 1 NRP, 3 goalies, U18 31 skaters, 2 goalies. Team numbers? Reminders will be going out soon to check RAMP account to ensure there is no outstanding balance. Need an updated letter for VSCs on the website ASAP

OMHA Rep - Vacant -

Local League Contact - Kim Chittenden - Nothing to report

Jr. Co-ordinator - Melissa / Travis Cox - What are the thoughts on U9 MD again this year? Do we have enough registration to fulfill this? Kim Power has agreed to continue to run Jr. Eagles and Jr. Development. She has requested a hard cap of 15 for Jr. Eagles. - There will not be a U9 MD team for the 2024/25 season

Risk Management- Robert England : Nothing to report.

Association Head Coach - Bertram Cronshaw - Once the appeal process is over, I would like to have a meeting with all coaches to set expectations for the season. I would also like to make sure they are getting the proper qualifications and what their status on a Silver Stick Tournament is. Colin Pickard has reached out to do development but I would like to meet with him personally before proceeding to recommend him for the season.

Association Head Manager - Krystal White - updated referee sheets- I believe Veronique had fixed them? if so may I please have copy. manager meeting for beginning of season- October usually for first but can separate and do rep earlier, then LL once those teams are made?. working on manager accountability spreadsheet, and folder with frequently used forms, welcome letter and job description for all managers to be given at start of season. would love feedback on a list of important dates- pic day, fee due date's I have most but any other important dates, especially ones related to managers. how are we doing referee payments this season? any changes already implemented?. Referee team funds need to be double counted, with tracking sheet. best when given at initial meeting. need another exec member to help to make the count and receipts for our files and the individual managers.

Development Director - Ardra Scott - Nothing to report.

Equipment Manager/Fundraising Director - Kayla Otten - Where are we at with financials? We need to put in a puck order ASAP and we will need to pay for screen printing on the U11 LL ATOMC jerseys. I am actively looking for other fundraising ideas. The first one being Halendas, as that is the most popular. I am also looking at Terra Cotta Cookies, Worlds Finest Chocolate (I will have an update at the next meeting so I can send out the options to members for choosing).

Bond Director - Kirby Dickson - Nothing to report.

Public Relations - Kerri Meurrens - Nothing to report.

Tournaments - Adam Collins - Nothing to report.

PREVIOUS BUSINESS:

Open Topics: Hockey Day in Essa, Hitting Clinic, Tryouts

Pro North - Tiffany to contact to see where financials are at

NEW BUSINESS:

Bernice met up with Lauren on Friday to explain the Treasurer position and what all would be involved and how many hours possibly a month being around 20. Lauren was still interested and will volunteer. Her experience in accounting and volunteering for other organizations will be an asset. Bernice recommended the executive to vote Lauren in as the Treasure so she can start to learning the position from Bernice while she is the honorary member and Lauren can carry on with this role as Bernice does not want to do it.

Updates from Bernice regarding the financial investigation - (\$67,000) transferred out of account - second bank account. There is roughly \$30,000 in expenses as we cannot find a record of where the money was transferred to . Bernice and Veronique will continue to work on finding out where those transfers went.. \$150,442 in account now, some of this is money brought in from tournament registration. Adam to open a separate account for tournaments and this money will be transferred to that account. October tournament has been reconciled. Overpaid for ice, so money was given back. \$21,000 transferred unknown from June to Sept. We still owe to \$60,000.00 to Weekend Hockey. \$20,000 will be paid June 26

Krystal to send out an email to all 2023/24 season team managers to get screenshots of any money sent to them either through the Essa bank account. Information to be sent over to Bernice to help with reconciling the money that was etransferred out of the Essa bank account in October. This may have been for referee money

Trevor Bolt is available to be a resource if the executive, if he is still needed during the financial investigation.

Can the Goalie clinic be held on a different day than the weekend? Possibly 6pm on Mondays at a cost of \$350 for 10 sessions twice this coming season? Discussion to be had regarding any issues from last season

Look into having Development on Tuesday nights at 5pm and Power skating. Tiffany to contact Ardra to find out how much ice will cost and do an online vote

Follow up with Bertram about what he has planned for tryouts

Dust Off's - Tiffany is looking into where we can find ice for Dust Off. Would like to have 4 Dust Off completed prior to school starting back up September 3rd, however, Essa ice won't be in until September 14th. Base Borden apparently has a camp taking place, but this will be looked into. Wasaga Beach has 2 ice pads still in. Holly has ice times 4 - 11 pm. Check with Creemore and Nottawasaga to see if they will have ice. Need to also confirm numbers, as we don't want to rent ice time for small numbers. Will there be a cut off in numbers since U11 has 41 skaters?

Veronique has confirmed that U18 cannot go wherever they want in their last year of Rep. ATMs for 3rd year Midgets was a pilot project from a few years ago

Can U13 AP for the U15 team if there is contact?

Investigate to see if we can have just 1 local league team or do we have to have a Rep team? - Must field a rep team first as we are a rep center. if we only want one ll team we would need to apply to the league for a single entry team.

Veronique to prepare a survey to send out by email to see who does / does not want to play contact on the U15 team. Kayla to follow up with a Facebook message to let U15 members know that the survey is coming and to have it completed and sent back in to Veronique (registrar@essaminorhockey.com). This will help determine if Essa will have a U15 Rep team.

Coach reimbursement will need to be looked into for distribution at the end of season

U13 Rep head coach requires D1 certification - Justin Oliver will require this training

VSC is good for 3 years. Kayla has posted an updated letter and instruction sheet onto the Essa website. All VSC's to be sent to Veronique (registrar@essaminorhockey.com) so she can upload

Krystal is working on updating the Ref sheets for the upcoming season. Are ref fees same this coming season?

Look into running a timekeeper clinic for youth looking to earn their school volunteering hours

Kirby to look into having executive meetings on base going forward. Meeting room is a big conference room with teams hooked up to speakers for anyone needing to call in.

It has been approved for the U18 team to use the gym in the winter months for warm ups. Kayla to follow up with a call

Reach out to Sarah Bonotto regarding a mouth guard clinic

ONLINE VOTES:

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

Motion by Tiffany - Appeals for Coach Selection

I motion to change ROO 7.2a for the U11 coach selection appeal committee to consist of Pres/VP, Kim will be involved as Local League and as we do not have OMHA or Head Coach able to participate I would suggest Veronique (Registrar) as the third member from the Executive who will chair the meeting. (Angie, Kirby, Bertram, Travis & Kerri from the Exec and Pam, Travis, Ian and Gavin can not participate as coaches as they have U11s)

If we receive an appeal from U13 I motion to change ROO 7.2a for the U13 coach selection appeal committee to consist of Pres/Vp, Kim can not be involved as she has a U13 so I would suggest Bertram in her place and then Veronique (Registrar) again as chair. (Kim & Rob from the executive and Justin Oliver & Pam Boyce can not participate as coaches as they have U13s)

I motion to change ROO 7.2a for the U15 coach selection appeal committee to consist of Bertram, Kim as Local League and as we do not have OMHA to participate I would suggest Veronique (Registrar) as the third member from the Executive who will chair the meeting. (Tiffany & Adam from the Exec and Shawn can not participate as coaches as they have U15s)

If we receive an appeal from U18 I would like to motion to change ROO 7.2a for the U18 coach selection appeal committee to consist of Bertram as chair, Kim will be involved as Local League and as we do not have OMHA to participate and Veronique has a U18 I would suggest Kirby as the third. (Tiffany, Veronique & Ardra from the executive and Ashton & Patrick can not participate as coaches as they are involved U18s)

Bertram sent out the unsuccessful candidate email on Wednesday, June 19th which means candidates have until Monday, June 24th to submit an appeal. I would suggest we wait until that time and then proceed with all appeals at one time.

We have 13 members with votes on the executive, I only vote in a tie, so there are 12 votes. Can you please reply to this email with a yes/no/conflict, please just list the age group and your vote so we can move forward, each person will submit 4 responses. I'll need a seconder and then if everyone can vote please.

5 can't vote for U11 so there are 7 active votes which means we need 4 yes votes to pass the motion

3 can't vote for U13 so there are 9 active votes which means we need 5 yes votes to pass the motion

~~2 can't vote for U15 so there are 10 active votes which means we need 6 yes votes to pass the motion~~

Motion by Veronique -

Since we have had no one apply for the treasurer position after it was posted, I motion that we appoint Bernice Tata to the role for the season. Second by Adam - Motion Passed

Motion brought by Veronique Vandermeer - We have switched the bank account back to needing 2 people to sign a cheque. Now we need cheques....

Bernice has gone through all account statements and confirmed that there are no cheques left so we will need to order more.

I motion spending no more than \$160 to buy 200 cheques.

There are no other updates on the rest of the financials until we meet with the OPP again (hopefully early next week).

Meeting Adjournment: 9:06pm

Future Meeting: August 8, 2024 @ 7pm Location: TBD