



Meeting Minutes for Executive Meeting September 21st, 2023

Start: 8:30 pm, End: 10:00 pm

Location: EH Sportsplex

Regrets: Chuck Livingstone

Attendees: Chris Baylis, Brett Garden, Amelia Pennington, Greg Heard, Cathy Spencer

Agenda Items

1. Call Meeting to order: 8:30
2. Approval of Agenda
3. *Approval of Previous Meeting Meetings: In Favor 5, Opposed 0 – Motion Carried*
4. Discussion with Scott Tanner for Photo's
 - *Order online & Payment in cash or e-transfer*
 - *Ready before Christmas*
 - Used to have printers outside of the province, now he brought it in-house to make his own hockey cards with his own digital press which speeds up turnaround time
 - All done off-ice, so we don't eat into team times
 - Coaches get team photos & each manager gets a mangers binder, all digital photos are provided for team
 - If we have a local AAA team that makes a final, they'll come out and do it
 - 30-45 mins to take team photos
 - *If a player or team is away, they'll do a make up day*
5. *Cheque Date for Jesey Deposit*
 - *Dates to deposit cheques is 6 months from start of season*
 - *Next year we'll ask for teams to have Jersey volunteer and association to provide Jersey Bags for the team*



6. *File Storage*

- We have box.com for storage
- Ask Webmaster to move everything for us and set up on Google Drive. Anything past 2019 that isn't financial related should be removed
- Cancel Box.com contract

7. *Budget Updates*

- It's easier to get numbers from GrayJay which will help with budget updates
- If development doesn't have the attendance, we will look to reduce the hours. This year we will have U7 development
- Fall Development did really well
- Insurance cost per player went up from \$59 to \$73 per player, 26% jump
- Ref Fees are staying the same
- For any provincial league team, the budget will be set by the executive
- New budget forms are ready to be posted. This year all MISC budgets will need to be approved at the detail level by the association

8. *Bookkeeping*

- We reached out to a local bookkeeper, Jen Tilly. She has agreed to take us on. She'll train Courtney to get everything set up and then can support us remotely. We use QuickBooks Online. Likely 3-5 hours per month to reconcile the books. They were an EHMHA family until their kids aged out. Cathy, Chris and Courtney will meet with her next week

9. *Rafflebox*

- Greg to sign the contract, set up Courtney with Rafflebox & connect with Grayjay
- Chris will help with Lottery License

10. *Dormant 50/50 Accounts*

- Through the process of entering the \$47K worth of 50/50 credits to GrayJay, we have a lot of families who haven't used their 50/50 credits because their kids have left the association. If the account has been dormant for 12 months, we will transfer them to another account.

Motion: After 1 year of leaving the association, if you do not use your 50/50 credits funds it will be transferred to the fund to help kids who need help. 5 In Favor, 0 Opposed, - Motion Carried

11. *Manager & Coach living in the same household*

- If someone has an issue with the coach, they are supposed to go to the manager but it's a conflict of interest if they live in the same household. If we change this policy, this will protect the coach, the manager, and the parents.

Motion: The head coach and the team manager can not live in the same house. 5 in Favor, 0 Opposed – Motion Carried.

- Aaron will put this in the coaches policy

12. *Tryout Schedule*

- AAA will start tomorrow



- Ice is a challenge everywhere
- U11AA is Oct 2,3,4
- Oct 6,7,8 is U11A, U15A, U13AA/B, U9
- REC Balancing will be on the Monday the 9th. The season starts the weekend of the 15th. Les will have the schedules done soon.
- U13AAA has specific games when they need to play
- We had over 80 kids for U13 which requires us to have AA
- The U18 group is small, U15 is the smallest so far. Aaron is working through the list.
- The U11 group is 57 (AA,A, Rec). We only 4 goalies registered.
- We have Coordinator for all levels

13. Tournaments

- Nicole Gillis will lead the IP Jamboree & there are a team of volunteers.
- We don't have a U15AA team and Aaron will confirm with Chuck if we are running the Bannister tournament

14. Team Bank Accounts

- In progress, Chris has sent in all the information
- Credit Union will be our Bank for team accounts, they were the only bank who could do everything the association needed
- Managers & Treasurers will fill out forms online

15. Team Emails

- We don't want volunteers to have to use personal emails for communication
- Invite treasurers to the Managers meeting
- Webmaster, Dan, has all the accounts set up for all teams (Managers, HC & Treasurers. This is the only the association will send them information)
- We will post them to the website
- Dan needs the list of all the people & their email address to set them up

16. Adjourn 9:41pm

