



**Elk Valley Minor Hockey Association  
General Meeting Agenda  
October 30th, 2022**

**CALL TO ORDER**

The regular meeting of the Elk Valley Minor Hockey Association was called to order at 6:30 pm on October 30th, 2022 via Zoom

**ATTENDEES:** Shawn Speager, Jenna Kaus, Melissa Archembault, Stephanie Doratty, Jillian Doey, Crystal Tennant, Tiffany Rybachuk, Tanya Wagner, Jeff Pryhitko, Jeff Cytko, Stephanie Frieheit, Jennifer Cherney

**REGRETS SENT:** Jason Lui, Justine Bowen, Jenn Stevens, Nikole Sharpe.

**NO REGRETS SENT:** Jenn Attorp, Sky Johnston

**Guests Present:**

Motion to adopt the Meeting Minutes.

1s the motion

2<sup>nd</sup> the motion

All approved

**BOARD REPORTS**

**PRESIDENT'S REPORT- TIFFANY RYBACHUK**

**Submitted Report:**

**VICE PRESIDENT'S REPORT- Crystal Tennant**

**Submitted Report: Nothing to Update**

**TREASURER'S REPORT- Tanya Wagner**  
**Report Submitted:**

**Financial Report:**

Attached is the income and expenses for September 20<sup>th</sup> until October 25<sup>th</sup> with categories - not going to submit the Excel sheets since Quickbooks will do the same thing.

Bank Balances as of October 25th:

General Account - 105827.29

Gaming Account - 5101.16

Bonds - 5475.29

**Accountant Update:**

Accounts have been completed up to 2022. I have included a Year End report for 2022.

**Team Financial Tracking:**

Everything is working well - some teams are fully paid up and most are on their way to being done. Using them is definitely more work on my end, but worth it. Biggest reminder for managers is to ensure that their parents are including the following information in the memo: Player name, level and team, what the payment is for.

**Donation (Raiders):**

Elkford Bike Park, Toys for Tots, Emily Bryden will each receive a cheque for 880.44. Would the Raiders players like to give these in person or should they be mailed?

## October 2022 Financials

### Profit and Loss

September 20 - October 25, 2022

	Total
<b>INCOME</b>	
Combined Teams Income	284.50
Girls' Team Tournament Fees	950.00
Home Tournament Entry	12,900.00
Name Bars	440.00
Registration	0.00
Registration 2022.23	27,082.83
Try Out Fee 2022.23	250.00
<b>Total Registration</b>	<b>27,332.83</b>
U11 Tournament Fees	4,626.00
U13 Tournament Fees	1,157.15
U15 Tournament Fees	1,465.31
U7 Tournament Fees	1,134.07
U9 Tournament Fees	5,958.11
<b>Total Income</b>	<b>56,247.97</b>
<b>GROSS PROFIT</b>	<b>56,247.97</b>
<b>EXPENSES</b>	
Accounting professional fees	2,362.50
BC Hockey	10,468.20
Coaching / Course Reimbursements	72.50
Equipment, supplies, accessories	748.05
Ice - Elkford	1,108.54
Office expenses	49.28
Refrees	710.00
Team Tournament Entry	22,913.54
Tournament Fees	4,510.56
26 x 11.69 in Expenses	42,943.17
<b>OTHER INCOME</b>	
Interest earned	0.75
<b>Total Other Income</b>	<b>0.75</b>
<b>OTHER EXPENSES</b>	
Refunds 2022/2023 Season	1,103.20
<b>Total Other Expenses</b>	<b>1,103.20</b>
<b>PROFIT</b>	<b>\$12,202.35</b>

**2021/2022 Year End Financials****Profit and Loss**

May 2021 - April 2022

	Total
<b>INCOME</b>	
Banner Income	1,375.00
Combined Teams Income	1,434.29
Debit Reversal	3,260.00
Donation Rec'd	6,050.00
Fundraising	16,760.60
Fundraising Income	12,554.18
Girls' Team Tournament Fees	1,416.00
Home Tournament Entry	12,700.00
Ice Fee	371.66
Name Bars	80.00
Player Equipment	900.00
Registration	0.00
Registration 2021.2022	69,281.91
Try Out Fee 2021/22	100.00
<b>Total Registration</b>	<b>69,381.91</b>
Registration Refund 20.21	-1,153.54
Sales of Product Income	10.00
Team Fees	266.00
Tiering	3,611.47
Tournament Refund 2022/23	1,200.00
Tournament Refunds 2021/22	1,000.00
U11 Tournament Fees	6,007.00
U15 Tournament Fees	3,925.00
U7 Tournament Fees	825.00
U9 Tournament Fees	4,622.00
Uncategorized Income	1,590.88
Year End / Banquet	-1,400.00
<b>Total Income</b>	<b>146,787.45</b>

26 x 11.69 in

	Total
Legal and professional fees	100.00
Office expenses	291.07
Promotional	98.00
Referee Development	584.75
Refrees	6,885.00
Rent or lease payments	42.00
Sparwood Ice	25,747.40
Supplies	201.53
Team Profit - Reimbursement	357.05
Team Refund	13,448.88
Team Tournament Entry	27,476.11
Tiering Tournament Fee	3,470.97
Tournament Fees	8,929.48
Uncategorized Expense	318.62
Combined Teams	519.90
<b>Total Expenses</b>	<b>127,725.89</b>
<b>OTHER INCOME</b>	
Interest earned	108.80
Other Ordinary Income	28.00
<b>Total Other Income</b>	<b>136.80</b>
<b>OTHER EXPENSES</b>	
Jersey Refunds 2021.22	100.00
ProRated Refund	60.00
<b>Total Other Expenses</b>	<b>160.00</b>
<b>PROFIT</b>	<b>\$19,038.36</b>
<b>GROSS PROFIT</b>	
	<b>146,787.45</b>
<b>EXPENSES</b>	
Advertising	163.01
Bank charges	49.61
Banner Expenses	1,644.14
BC Hockey	5,280.30
Coaching / Course Reimbursements	959.62
Dues and Subscriptions	893.70
EMT Fee	11.25
Equipment	4,545.77
Equipment, supplies, accessories	78.27
Fundraising & Raffles	16,787.33
Game Cancellation Penalties	319.37
Goalie Refund	425.00
Ice - Elkford	6,253.76
Insurance	1,844.00

**EK REP- Jeff Pryhitko**

**Report Submitted: None Submitted**

**CROSS ICE COORDINATOR- Jenna Kaus**

**Report Submitted:**

- I've spoken with Jon from Burt and Macs and they have the Super Sport packages ready for pick-up. I'm wondering if anyone will be going to Lethbridge any time soon to pick them up?
  
- I hosted the scheduling meeting on Oct 14 for the U7 and U9 teams. The schedules have been made and I have sent them to Tiffany, Melissa and Eleanor. Lisa had a concern about High Twa days. She said she was unsure who had to pay for what when it came to the refs and the rep teams. She said there was confusion last year and was hoping it would be more clear this year.

**REFEREE IN CHIEF- Vacant**

**Report Submitted:**

**COACH COORDINATOR- JEFF CYTKO**

**Report Submitted:**

**EQUIPMENT MANAGER- Sky Johnston**

**Report Submitted: None Submitted**

**REGISTRAR- Stephanie Doratty**

**Report Submitted: Nothing to Update**

**PUBLIC RELATIONS/WILD WEAR- Jillian Doey**

**Report Submitted: Nothing to Update**

**ICE COORDINATOR- Melissa Archambault**

**Report Submitted:**

**RISK MANAGER- Jenn Attorp**

**Report Submitted: None Submitted**

**SPECIAL EVENTS COORDINATOR- Justine Bowen**

**Report Submitted:**

-Hugh Twa ice has been donated

-Picture day was a success, photos have gone to the lab for printing

-Will pick up when ready

**FUNDRAISING COORDINATOR- Stephanie Frieheit**  
**Report Submitted: None Submitted**

**FEMALE COORDINATOR- Jason Lui**  
**Report Submitted:**

Skills and drills participation has been well received. Additional female development session held on Oct 23, 2022 was well attended. Look to find opportunities in the future for more Female development sessions.

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U15 female participated in IIHF World Female Weekend thru Girls Hockey Calgary "Mission Exhibition". Great way to kick off the season with 2-exhibition games in Calgary. GHC covered 100% of the exhibition game cost. EVMHA Female will look to reciprocate thru exhibition games vs GHC U15 C division. A request to host 2-exhibition games on Nov 5 and Nov 6 has been submitted. Waiting for ice availability.

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East Kootenay district / BC Hockey provided clarification on rule 7.02 "Female players can dual roster meaning they can be rostered to a intergrated team and a Female team and affiliate to a team of a higher category":

#### **7.02 FEMALES PARTICIPATING IN HOCKEY**

BC Hockey supports female participation on integrated teams, the formation of female teams and will allow dual carding. (i.e. female players of minor age may participate on both a minor female team and a minor integrated team if selected following tryouts and female players of minor age may participate on a Senior female team and a minor integrated team where no female minor team exists.) BC Hockey continues to promote the participation of females in the NCCP, HCOP, HCSP and U7 program.

**EVMHA board has stated "NO Dual Roster for 2022/2023". However, no motion or vote was carried in the Sept meeting. Requesting EVMHA Board clarification.**

See Sept meeting minutes:

#### **Rostering**

**- Talking about dual rosters etc. some people feel we don't want to entertain dual roster rather AP. Stephanie asked if a player is AP's are only when need be. They need to play for their main team and they cannot miss league games to play for the**

**other team. Discussion that players are only able to AP to a higher-level team. It was discussed that there will be no dual rostering this year. AP will be allowed.**

New EVMHA Policy states (motion to be reviewed Oct 30):

"Dual rostering is up to the discretion of the EVMHA Executive.

The decision to dual roster a player will be based on the season's divisional structure and the number of registered participants."

Requesting Board clarification on this will affect females going forward. For example can a female dual roster on a U15 Rec team and a U15 female rec team?

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U15 Female head coach has reached out to U13 rec head coach to AP all U13 rec females. AP's will be used for missing, sick, injured U15 players and for exhibition/tournament games.

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U15 RMFHL tiering round scheduling has been week by week to ensure competitive balance and meaningful games. This has caused concerns from EVMHA scheduler due to late cancellation of ice. Learning opportunities and looking for feedback on ways to make this better go forward.

1st half of RMFHL regular season scheduling will be completed at the end of the tiering round (Oct 30). Expecting RMFHL schedule confirmation before Nov 11.

**RMFHL - November 11 – December 18, 2022 – 1<sup>st</sup> Half of Regular Season – U13 & U15 (6 Weekends)**

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U15 Female will be participating in Okotoks Tournament Nov 11, 2022

Several U15 teams (GHC, Okotoks, Lethbridge) have expressed interest in attending EVMHA female tournament. Attempted to secure block hotel bookings for Family Day long weekend 2023 to host teams. No Fernie hotel have enough rooms for a hockey team. Considering a request to move the U15 Female tournament to the end of March 2023 in hopes of more hotel availability.

**PLAYER DEVELOPMENT- Vacant  
Report Submitted:**

**Motion to accept Board reports.  
Jenna 1<sup>st</sup> the motion  
Melissa 2<sup>nd</sup> the motion  
All approved**



## **OLD BUSINESS**

### 1. Policies

-Motion to adopt the new Structure section, including the changes to Initiation U7 & U9, Recreation Hockey, Rep and Development Hockey and the addition of Female Hockey.

Tanya First  
Melissa Second  
All in Favor

Motion to change the language in the Policy handbook from Late fee to Early Bird Registration.

Motion to change the registration payments deadline from October 15th to September 1<sup>st</sup> for all registered players.

Motion to include fee reduction and late registration fee schedules in the Policy Handbook instead of the Bylaws.

Motion to use the early bird registration fee when calculating fee reductions.

Motion to accept the Division Guidelines Section, including the addition of Initiation, the use of Appendices, and updated information about forms.

Motion to accept the new Player Movement Section, including the information about affiliated players, roster sharing and dual rostering.

Motion to change the application date for player movement from September 1<sup>st</sup> to October 1<sup>st</sup>.

Motion to allow parents to stay in the arena during evaluations.

Motion to include all dressing room policies in the policy handbook.

Motion to make 50/50 draws are strongly encouraged for exhibition and league games.

Motion to increase the scholarship amount to \$500.00

Motion to make it mandatory for team managers to host a team meeting before November 15 of every season. The meeting agenda, meeting minutes and attendance should be submitted to the EVMHA Risk Manager.

Motion to accept the new Exhibition Game Section and Attending Tournaments Section, which includes updated information regarding the proper travel forms and payment options.

Motion to make it so that all team expenses are paid by sending the EVMHA Treasurer EMTS unless otherwise arranged with the EVMHA Treasurer.

Motion to accept the new League Games and Hisport/ Spordle section.

Motion to remove information about the turning point program as it no longer exists

Motion to Accept Fernie Minor Hockey Amalgamation

-Tabled until next meeting

Motion to Allow Team Fundraising

Motion to accept the EVMHA Policy Handbook

-Tabled Until next meeting

- Each policy that was updated was read aloud by Jenna and discussed. A few more changes were made and Jenna will update and bring back to the next meeting. Most were just wording changes. Once updated we will vote on the changes and fully update the EVMHA Policy Handbook.
  - Thanks for all your hard work Jenna.
2. Bench Staff Meeting (Coaches Smoker): Oct. 23<sup>rd</sup> via Zoom 6:30  
( Jennifer would like to suggest or urge a new policy to have this meeting occur well before Oct. 15<sup>th</sup> as sometimes there are Coaches/Bench Staff from other organizations who aren't aware of our policies such as cancelling their home tournament before Oct. 15<sup>th</sup>. I think the sooner the meeting the better so everyone can be on the same page)
    - Steph F mentioned that it would be helpful but try out teams were still not fully decided, therefore bench staff was not decided much earlier than smoker date.
    - Tiffany mentioned that the president can send polices out to new managers
    - Will try and schedule for the second weekend of October
  3. Proper motion for purchase of 2 Tablets for score keeping
    - discussed at last meeting and put in addendum that parents can use their phones no need for tablet
  4. Hugh Twa- who pays for what?
    - Ice donated by the District of Elkford and EVMHA will cover the reffing fees.
  5. Dressing Room Policy
    - addressed in new policies
  6. Grass Roots Grant: \$1000 received which needs to be decided as to how it is going to be spent. Renee gave the following information but I would prefer to make a decision together. They have some suggestions below.
    - There is no deadline for this, Tanya needs to send in a report later and we will table and discuss another time.

## New Business

1. Tournaments - if you host a home tournament the association covers one away tournament (maybe come up with a set amount as U7 tournaments cost way less then say a U11 tournament) Discuss if parents are able to have refunds if it doesn't come out of gaming funds from the tournaments? Wondering if the team goes to provincials can the profits that don't come from gaming be used to help pay for provincials? Basically tournament profit clarification. (Stephanie/Jennifer)
  - We cannot go against Gaming regulations, therefore we cannot refund any money to parents gained from gaming profits ie. 50/50 or raffle table
  - Jennifer asked why reimbursements cannot be given if there are profits above a raffle and or 50/50 such as funds coming in from the tournament registration. These funds are not obtained from gaming at all. Jennifer suggests parents be allowed to receive some money back for any tournaments they have already paid for for their player.
  - There was discussion that parents should not profit from tournaments
  - Jennifer agreed that no one should receive more money than they paid out for tournaments and that parents would not 'profit' they would be reimbursed.
  - If we give funds back to teams we need to be very clear as we cannot use any gaming funds to give back to teams as those are to be used for the entire association.
  - Suggestion was to have a team banquet at the end of the year. Or giving a reimbursement of an away tournament, which would not be allowed to come from gaming profits either.
  - Tanya will look into the exact gaming rules and work with Jenna on coming up with a clear policy and bring it back to the board.
  - A reminder to the board, any board members cannot purchase raffle tickets or 50/50.
2. Another signer for e-transfers-
  - By laws state that the Secretary can be another signer. Right now it is Tanya, Crystal, Tiffany, suggests to add the registrar, when we get to bylaw overview
3. In previous years you had to request \$400 up front for the raffle table for tournaments
  - Discussed that teams can purchase up to \$400 per team and be reimbursed with receipts, you don't need to request it first. If you need the cash up front just request from Tanya.
  - Motion to allow a loan of \$400 from EVMHA for raffle items if needed- Steph
  - 2<sup>nd</sup>- Jennifer
  - All in Favor
4. Hugh Twa

- Steph F. requesting clarity on who does the raffle table. Justine does, Steph F. will reach out.
5. Issues with Initiation (Stephanie D.)- not enough on ice helpers suggested having our older players out on the ice to help?
- Tiffany said anyone over 14 can help if they do their respect in sport. Practices are Elkford Tuesday 5:00-5:45 and Sparwood Weds 5- 5:45. Anyone interested can apply online to help out.
  - Stephanie D. brought up a list from BC Hockey of what ages can volunteer and what qualifications you need, you do not need Respect in Sport for younger players, she will clarify and post on FB looking for volunteers.
  - Initiation family asking for a refund, only came once, didn't realize they needed full gear and it isn't a good fit for them. Asking for board approval to refund the \$150 to the family.
  - Jennifer motions to refund the family
  - Stephanie F. 2nds.
  - All in favor to refund the Initiation family.
6. Dual Rostering for Females- Motion to allow this in EVMHA as per BC Hockey rules (Jason)  
Motion
- A discussion was had in August about how Dual Rostering wouldn't be used within EVMHA this year due to difficult numbers for teams. Allowing players to be on multiple teams could potentially leave on of the teams shorthanded and EVMHA wanted firm numbers going into the season.
  - There is a BC Hockey rule that females are allowed to dual roster, but local associations are able to make their own policies.
  - Jennifer stated that Jason was happy to read the policy proposed that reads it will be at the boards discretion to Dual Roster
  - The board used silence as acceptance when it was motioned for no dual rostering last month
  - Jennifer asked for clarification that if a parent or circumstance arised where they felt dual rostering wouldn't harm either team, could they come to the board to ask if they could dual roster? The problem is the RMFL will only allow enough APs to bring the roster back to its original number, meaning you can only use an AP if someone is sick or hurt (missing).
  - It was agreed that players who feel they are in a circumstance where they would not hurt a team could come to the board and ask to dual roster.
7. Request to move Female Team Tournament due to Family Day weekend (Jason)
- Jason called all hotels in Fernie and enquired about hotel blocks for visiting teams. Unfortunately, because of contractors and family day weekend there are no accommodations that will fit a whole hockey team
  - Any team can request to move their tournament if they let the ice coordinator know as soon as possible and more than 60 days in advance to avoid costs from the Districts.

- Jennifer will let Jason know to reach out to Melissa if he would like to move the Tournament dates
- 8. Can an email (through team snap) be sent to the association when we have another Wild Wear order? Many new players families were unaware of the ordering process and missed the deadline as it was only posted on facebook.
  - Early one done, but another one will be opened and Jill will let Stephanie D. will send a team snap email to all families in the association
- 9. New U13 Jerseys- too big and worn out from the name bars (Justine)
  - Jerseys are quite old and all agreed we need new ones.

Motion to purchase new Elk Valley Wild jerseys for U13 team - Jenna

2<sup>nd</sup>- Steph D.

All Approved

Tiffany will speak with Sky to get them ordered.

10. Old Timbits Jerseys

- Stephanie D. spoke with Sky and new timbits jerseys arrive every second year. Last year they didn't get used and they are all XL, for now using the old jerseys because they are too big (U7), they will be given to the kids to keep this year at the end of season.

Jillian Motions

Jennifer Seconds

All In Favor

11. Esso Fun Days (Jen Stevens)

- Approval to start process, Esso will pay for the ice. Can be used for any female, doesn't have to be in the association, just preregister for insurance needs. Jenn will find a date in a few months, and will connect with Jill to advertise.

Jenn Stevens Motions

Jill Seconds

All in Favor

12. First Shift

- Since we were late applying for First Shift, Tiffany is looking to host something for the goalies later in the spring, Jenn Stevens will reach out to Thomas to see if he can host something for goalie development. She will also look into something for the player development also. It will all be brought to the board.

13. EK Scheduling

- It was discussed asking the board to be reimbursed for those volunteers who have to travel for meetings for either gas or mileage
- Jeff P. said he does not think volunteers should profit by driving to meetings such as the scheduling meeting
- Stephanie D. agreed no one should profit but it should also not cost our volunteers to volunteer
- Motion to pay mileage for those who went to the EK Scheduling Meeting managers, coaches, Stephanie D. mentions to make sure it matches the mileage rate for Revenue Canada.
- Stephanie F. 2nds
- All in favor

14. Motion to purchase Full Right goalie gear up to \$1000

- Tanya first
- Steph Seconds
- All in Favor

**AGENDA FOR NEXT MEETING**

**ADJOURNMENT**

Tiffany will email with dates as an option for next meeting.

Meeting adjourned at 9:01pm by Tiffany Rybachuk as President. The next regular meeting will be TBA @ 6:30pm.

Minutes Submitted by Jennifer, Secretary

X DocuSigned by:  
*Tiffany Rybachuk*  
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Tiffany Rybachuk  
EVMHA President

X DocuSigned by:  
*Crystal Tennant*  
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Crystal Tennant  
EVMHA Vice President

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