



**Elk Valley Minor Hockey Association
Meeting Agenda
November 22, 2023**

CALL TO ORDER

The regular meeting of the Elk Valley Minor Hockey Association was called to order at 6:04pm on November 22, 2023 in Sparwood

ATTENDEES: Stephanie F. Stephanie D, Tanya Wagner, Shawn Speager, Amy Speager, Mike Kaus, Jolene Grace, Ashley Charette, Hailey Gagne, Justine Bowen, Sky Johnson, Sarah Wilm, Jennifer Cherney

REGRETS SENT: Jenna Kaus, Kyle Petovello, Christopher Cherney, Melissa Archambault

Guests Present:

Motion to adopt the Meeting Minutes from August 15, 2023

Justine 1st the motion

Stephanie D. 2nd the motion

All approved

Motion to adopt the Meeting Minutes from September 24th 2023

Stephanie D. 1st the motion

Sarah 2nd the motion

All approved

Discussion on October Meeting Minutes

BOARD REPORTS

PRESIDENT'S REPORT- Stephanie Freiheit

Submitted Report:

VICE PRESIDENT'S REPORT- Sky Johnston

Submitted Report:

- There are four functioning calendars that are displayed on our website and can be subscribed. 1. EVMHA Master: All board members can edit this calendar. 2. Elkford EVMHA Practices: Melissa Archambault and Sky Johnston can edit 3. Fernie EVMHA Practices: Melissa Archambault and Sky Johnston can edit 4. Sparwood EVMHA Practices: Melissa Archambault and Sky Johnston can edit
- I have assumed control of the player@evmha.ca account until it is assigned to a new board member.

- The Hockey Canada Medical Information Sheet is stored in our google drive in the Hockey Canada folder.
- I will be finishing a fillable pdf for the Fair Play Code as well. You should find it in the Hockey Canada folder as well.

TREASURER'S REPORT- Tanya Wagner

Report Submitted:

Treasurer Report

Balances as of November 8, 2023

General: 129827

Gaming: 223.37

Three Bonds: 5510.88

Provincial Account: 2008.94

Outstanding payments for October Ice from both DOE and DOS not reflected in accounts.

See the attached PDF for all financial transactions in the general account.

Elk Valley Minor Hockey Association

Profit and Loss

May 1 - November 8, 2023

	TOTAL
INCOME	
Debit Reversal	5,300.00
Donation Rec'd	6,450.00
Fundraising	3,780.00
Home Tournament Entry	26,900.00
Ice Fee	1,500.00
Name Bars	680.00
Raiders Repayment	550.00
Registration 2023.2024	81,383.01
Tiering	2,893.35
U11 Dev Team Tournament Fees	6,152.00
U11 Tournament Fees	3,398.87
U11B Tournament Fees	3,965.00
U13 Tournament Fees	7,242.00
U15 Tournament Fees	715.00
U18 Tournament Fees	924.00
U7 Tournament Fees	2,995.80
U9 Tournament Fees	4,177.60
WK Fee Income	500.00
Year End / Banquet	1,098.00
Total Income	\$160,604.63
GROSS PROFIT	\$160,604.63
EXPENSES	
Accounting professional fees	2,362.50
Advertising	262.61
Bank charges	83.75
BC Hockey	12,569.09
Coaching / Course Reimbursements	288.75
Donation	55.00
Dues and Subscriptions	264.00
EKMHA Fees	3,559.00
Equipment	7,152.00
Evaluator Gifts	800.00
Fundraising & Raffles	71.25
Ice	4,332.19
Office expenses	999.74
Referees	5,882.45
Team Refund	2,605.00
Team Tournament Entry	38,100.00
Tiering Tournament Fee	797.02
Year End / Banquet Expenses	3,537.10
Combined Teams	1,089.00
Total Expenses	\$84,810.45

Elk Valley Minor Hockey Association

Profit and Loss

May 1 - November 8, 2023

	TOTAL
OTHER INCOME	
Interest earned	4.60
Total Other Income	\$4.60
OTHER EXPENSES	
Graduate Scholarships	1,000.00
Mileage	365.04
Name Bar Expense	946.00
Player Development	2,100.00
Refunds 2022/2023 Season	50.00
Registration Refund 2023.2024	1,928.44
Total Other Expenses	\$6,389.48
PROFIT	\$69,409.30

EK REP- Christopher Cherney

Report Submitted:

East Kootenay meeting was held November 5th @ 8pm

-October minutes approved

-Reports

Leean - BC Hockey Operations first meeting, updating some wording on BC Hockey forms and some broken links on the East Kootenay site.

Reminder to associations that if you leave our district for a tournament that you need to do the travel request form, submit 2 to 3 weeks in advance. Email the Tuesday before the weekend if you haven't heard back.

Minor Committee, October 16th, not much to report, U13 and U15 pathways were released this summer, we should review to see if we're aligned.

East Kootenays U9 to U11 policy is being used by other districts, small adjustments might need to be made.

Discipline. Majors need to be on game sheets and need incident reports, any 10 minute game misconduct.

Zones. Season underway, U15 is in the middle of the pack so far, U18 is leading. Planning around ice time in Cranbrook.

Female. Funding requests due by December 15th. 3 grants are left. Upcoming Skills Sessions for Coaches pushed back due to U18 nationals.

No Ref Coordinator

Coach Coordinator. Reminder of Dev 1 dates

-New Business

Glacier had an overage request approved for a Goalie. The player is a first year U15 moving to their U13 team 2 recreation. The goalie at U13 had quit and there was no one else to replace them on that team.

Scheduling Review. Discussion about how things went this year, ice conflicts have occurred with different age divisions and Cranbrook booking Canal Flats but not designating who is the home team. Tournaments and Exhibition games causing issues again for League scheduling, reminder that League is priority. Discussion about syncing league schedules up with pathways. Reminder also about teams going to Provincials that playdowns will need to be scheduled in February, keep your schedule open for this. Cranbrook only had one person to book ice at the scheduling meeting, all Managers and Ice Schedulers from the associations should be present at the Scheduling weekend. Complaints about December 23rd games in Glacier, complaints came to the EK, EK does not dictate the schedule, reminder that it's the Team Managers who schedule ice, if there are any complaints they should go to your Team Managers or Associations.

Reminder that Home Teams are responsible for Clock and Scoreboard and own penalty box. Visitors are responsible for their penalty box.

No Fines in the last month

No Updates yet for the Dressing Room Policy for minimum attire.

I asked about the Ref Coordinator position, it hasn't been filled for 2 years, there would be more support for our ref's if there was a coordinator for the EK in place. Evaluations for refs is something that the coordinator has done in the past.

Next meeting December 3rd at 8PM.

CROSS ICE COORDINATOR- Jenna Kaus**Report Submitted:**

I hosted the U7 and U9 Scheduling meeting via Zoom on Oct 22. The schedule is completed and has been approved by all the ice coordinators. They have already played a few of their exhibition games.

I have ordered the ESSO award packages for the initiation and U9 groups for their year-end awards.

The District of Sparwood is completing a "Facility Optimization review of all of the usable spaces within the Leisure Complex to determine their current and potential usage." I submitted a letter to Dave Wilks regarding the new Hockey Canada Dressing room policies and how the dressing rooms in the arena make it very difficult to adhere to the new standards. I don't know if anything will come of it, but at least they know our concerns.

The super sport packages for U7 and U9 have arrived and delivered to the managers.

Sarah requested photos in front of the Elkford boards we use for U7 and U9. I don't have any photos of the U7 or U9 in front of the boards in Elkford, but I have contacted the managers and requested that they take one for the Elkford Project Society.

REFEREE IN CHIEF- Vacant**Report Submitted:****COACH COORDINATOR- Hailey Gagne****Report Submitted:****EQUIPMENT MANAGER- Jolene Grace****Report Submitted:**

Socks have arrived and been handed out. Accidentally ordered 2 colors for u7 and U9, one color was handed out and the other will be saved for next season.

I had extra pucks stored away in the equipment room so I could fill the practice bucket as needed or if someone's travel bucket got short I could give them more. There's no way those pucks should already be gone and teams should be low in travel buckets. Pucks should not be taken out of the practice bucket to refill teams travel bucket. This leaves all the other teams short during practice.

I'll be ordering more pucks and storing them at home. If team needs any let Jolene know.

REGISTRAR- Stephanie Doratty**Report Submitted:**

- Overall, our numbers are pretty consistent to the 2022/23 season

- Elkford Initiation really low. Previously discussed offering half season: starting after Christmas to the end of the season. Should we offer this for Elkford? Advertise it as “Get Ready for U7” (Sparwood Initiation full).
- Most rosters ready for approval, awaiting bench staff to sign waivers, complete requirements, etc.

PUBLIC RELATIONS/WILD WEAR- Sarah Wilm

Report Submitted:

- Wild Wear clothing order has been submitted in a bulk order. Thanks to all teams who placed orders this month. Excited for items to arrive & for the athletes to represent the Elk Valley in their new gear. A few teams ordered outside of the association reducing the amount of orders placed through our distributor.

- Melissa will add me to the weekly DOS & DOE arena ice schedule email so that I can post weekend home games.

ICE COORDINATOR- Melissa Archambault

Report Submitted:

I attended the scheduling meeting on Oct 29th. All league schedules should be complete.

The 6-7pm on Fridays is still open. I will start asking teams weekly if anyone wants extra practice.

RISK MANAGER- Ashley Charette

Report Submitted:

Nothing to Update

SPECIAL EVENTS COORDINATOR- Justine Bowen

Report Submitted:

Picture night was a success, but I had to go over the helmet rule with almost all teams. Multiple teams showed up with no helmets on some kids didn't even bring their helmets to the rink. Emails we sent with the rules for having kids wearing helmets on the ice getting to the bench. There was also one team with a player who skated around the rink with no helmet on. And then were upset when that player was yelled at by myself, after all the coaches tried to speak to him and he didn't listen. We are liable if something happens to that child on the ice and it should have been taken more seriously by the bench staff.

I also spoke with a team asking them not to come on the ice through a door because the photographers equipment was there and was told “no they would be coming through there and they would just walk over the cords or pick them up. I also had a team show up undressed at the time their photo was to start

I am frustrated with the lack of reading emails, when being asked to please do something, telling me no when asking teams to please not enter the ice near the expensive photography equipment.

I will be sending an email to managers once I have had a day or two to come up with something, but quite a few managers and coaches are board members so I would appreciate if they could please talk to their coaches and managers about how even when doing local hockey things like picture night we are all still representing elk valley minor hockey and we did not do a great job tonight.

FUNDRAISING COORDINATOR- Amy Speager
Report Submitted:

FEMALE COORDINATOR- Sky Johnston
Report Submitted:

- Need EVMHA Board approval to commence our 2023/24 U13/U15/U18 Female Shinny
- Proceed with motion to form a female development committee that was tabled at the previous meeting.

PLAYER DEVELOPMENT- Vacant
Report Submitted:

EVALUATION COMMITTEE (Jenn Stevens, Mike Kaus, Steph F.)

Report Submitted:

Evaluations are now Complete

Motion to accept Board reports

1st the motion

2nd the motion

All approved

OLD BUSINESS

- 1) Parent Meeting and Session- Sky to take care of this – removed as per Sky, will look at it at the beginning of next season**

2) October Motions (No quorum)

2.1 13 EV Rec Goalie

EVMHA20231101

Tanya Motions to allow 3 to 5 U11A players to AP the U13 EV Rec team

Mike K, seconds the motion

All approved

2.2 Refund player who did not attend Torjager camp due to death in family (REFUND ALREADY ISSUED)

Jennifer motions to refund a family for the Torjager Hockey Camp registration fee for compassionate circumstances.

-Leave as is. Already taken care of.

2.3 Refund for player who did not attend Torjager (EMAIL ALREADY SENT stating no refund)

Jennifer motions to not issue a refund for the second family who's schedule conflicted with the camp

Seconds the motion

-Left as is. Already taken care of.

2.4 Female Committee

EVMHA20231102

Stephanie F Motion that a Female Development Committee be formed for the 2023/24 season. It shall consist of members of the EVMHA executive committee and be open to allow Fernie Minor Hockey and CNP Minor Hockey and members to join. Ideally it would consists of members representing each age division.

Stephanie D. seconds the motion

All in Favor

2.5 Name Bar discrepancy

Tanya Motions to have the board absorb the \$2 discrepancy for this season for name bars (costing approximately \$70).

Jennifer Seconds the motion

All in Favor

2.6 Refund for 3 year old Initiation player in Sparwood. ALREADY REFUNDED

Left as is, already taken care of.

3) Mini Manuals for Each Board/Volunteer Position

Jennifer suggests we do manuals for each position to help for future board members- **Work in Progress**

New Business

1. Budget Check In (Tanya)

Just a quick temperature check on the approved budget and how things are going. Some things are still a learning curve – ie: registration budget needs to account for “take” from TeamSnap

Income:

Registration: 11245.95 below budgeted

Expenses:

BC Hockey: 1570 over budgeted

Equipment: 7848 under budgeted

Referees: 4117 left of \$10000 budgeted – MOST teams have their league ref fees already; however, with the number of games requiring travel this is likely to end up over budget

Evaluator Gifts: 200 over budgeted

Ice: Too early to tell where we are sitting with this

Overall – still have a positive balance of 54000 without any gaming income/tournament payments accounted for the remainder of the season without going into the deficit of 12541 that was approved.

2. EVMHA Google Drive (Jennifer)

Jennifer will upload the agenda and Meeting Minutes as a PDF.

3. Ice Scheduling Calendar/Tournaments (Jennifer)

-Jennifer asked if the board would be agreeable to booking both arenas for all tournaments, and Friday evening ice for the tournaments at the beginning of next season.

-It has been a challenge making ice work for many teams when planning tournaments and we'd like to have as much ice available ahead of time.

-discussed that all managers would be given the deadline to cancel their ice if they don't need it 60 days in advance.

-all agreed we would like the ice coordinator to book Friday evening ice and both Sparwood and Elkford Ice for all tournament Weekends beginning next season when practice ice is being booked.

4. Wildwear

- Noticed that a couple teams ordered their own Wildwear
- It is against our policies to order outside of the association
- Will bring it up as awareness to all managers and moving forward we will try and get it earlier in the season so that teams do not have to wait until Christmas to receive.

5. Volunteer of the Month (Stephanie D.)
 - Start in December, would be great to have nominations for hard working volunteers.
 - Put a little write up on FB and highlighting our members, and players
 - Decided to email out a form for people to nominate volunteers
 - Will have 2 per month for the rest of the season, and this will be discussed for 10 min at the beginning of each meeting moving forward
 - 2 x \$25 each gift cards, 2 volunteers each month

6. Fundraising Coordinator (how to divide up donations)

\$7650 in donations for all teams
\$965.25 per team will be given towards tournaments
Some Donatees would like to only give to one tournament, discussed and all felt this was ok as long as every child at that tournament was included.

7. Change Policy of having to ask the board to approve APs at meetings
 - Jennifer wondered if we had to bring Aps to the meeting
 - Policy says it needs board approval, but we could email Stephanie F and have her approve the Aps, if there is a concern it can come to the board by email
 - concern was about coaches from both teams being informed, so noted to speak to all coaches and have their approval first
 - Aps must be rostered by Jan. 15th

8. Referee Payments (Tanya)
 - reminder that managers need to pay refs at end of game, there was a suggestion from a team manager that they should not have to be in contact with the refs if they are not happy with how the reffing went. All agreed it was the responsibility of the team to pay the refs and if they want to pay at the beginning of the game instead of the end they could do that also.
 - suggested e-transfer but that would be a large job for the treasurer and all agreed that cash was the best option

9. Bumper Costs
 - Stephanie F. motion to spend up to \$1200 on bumpers per arena on each arena
 - Tanya Seconds the motion.

 - Discussion about more equipment came up
 - Jolene will purchase more pucks
 - Will look into Jerseys for U13 as last years jerseys were too big. Still sitting in bags brand new, was discussed to wait and see if they will fit next year's team before ordering new as it only takes a couple weeks to get in.
 - reminder to add the stop signs on the back of all the jerseys as those jerseys are missing them. Jolene will order iron on stop signs to add to those jerseys.

10. Intro to U7 (Stephanie D.)
 - Post for Elkford to enhance Initiation numbers in Elkford
 - \$100 for the rest of the season
 - Will advertise as Intro to U7 in hopes to attract more players

11. Refund U18 (Jennifer)

- U18 player was charged \$50 so they could come and try the team but decided not to come and parents requested a refund.
- Amy suggests that we hold the \$50 fee for their other child to put towards next season
- All Agreed

12. Discussion on EV Girls Hockey

- Sky would like to go back to the idea of booking Shinny for U13-U18, much discussion on allowing younger kids to join.
- Sky is concerned about volunteers for the younger age group as no one has come forward to volunteer.
- Sky would like to see it alternate between communities however Elkford has not been booked for Friday evening ice and then the Sparwood ice would sit unused every second week.
- It was agreed to try and make the shinny program work with the ice already booked in Sparwood on Fridays from 6-7pm.
- Sky will reach out to BC Hockey to see if we can amend to include young kids if we don't get a minimum 10-12 kids U13-U18
- Will open up registration until Dec. 7th to see how registration is looking and begin ice on Dec. 8th
- After Dec .8th we will open it up to U7-U11 if the minimum isn't reached.
- Sky is to discuss with Melissa the possibility of booking ice in Elkford.

13. Request Melissa book March 16th ice for Female Hockey Jamboree- U7-U15

- Justine and Jenn Stevens will organize

ADJOURNMENT

Meeting adjourned at 8:10pm by Stephanie Freiheit as President. The next regular meeting will be in January 2024 @ 6:00pm in Elkford

Minutes Submitted by Jennifer Cherney EVMHA Secretary