

Minutes
Oct. 22 2012@ 1830 hours
New Liskeard Old Council Chambers

Attendance: Allan Legros	Fred Rivet	Lisa Taylor
Hugo Rivet	Julie Pouliot	Cory Siermachesky
Sylvie Bailey	Nancy Presseault	Don Lajoie
Julien Cote	Trevor Desrosiers	

Regrets: Kelly O'Reilly, Terry Pedersen, Dyna MacDonald

Late: Mike Kidd, Marc Robillard

1. Call to order by Allan Legros at 6:32pm
2. **Motion by Don Lajoie and seconded by Hugo Rivet to adopt the agenda with addition 8.14 Tykes participating at Cubs games and 8.15 Novice C and Bantam C players to play in House League CARRIED**
3. **Motion by Don Lajoie and seconded by Trevor Desrosiers to accept the Minutes from August 21/2012. CARRIED**

Motion by Cory Siermachesky and seconded by Nancy Presseault to accept the Minutes from September 4/2012. CARRIED

Motion by Nancy Presseault and seconded by Trevor Desrosiers to accept the Minutes from September 18/2012. CARRIED

4. **Treasurer's/Administrator's report: Administrators/ Treasurer Report**

Registrations 2012-2013

We have 2 registrations left to complete and have postdated cheques from these people. They are awaiting cheques from Kidsport.

Nevadas

We have completed our rotation for Buster's Convenience for Nevadas. We are awaiting the October Bank Statement to complete the report and apply for another license.

Financial Review

I have contacted Kemp, Elliot and Blair regarding the financial review. They are expecting things to be completed by the end of October.

NOHA Tournament of Champions

We will need someone to commit to those weekends and sit on those committees. As we have applied to host a number of events and have been successful, we still need to make them happen. Fred Burrows usually takes care of 1 arena, and we need someone to take care of the other.

You will be representing the NOHA and taking care of scoreboards, disputes, complaints, checking rosters and getting the teams and players to sign in. Gathering and distributing the score sheets. Fred Burrows is always a phone call away to help with this.

Please look at your schedules, and see if you can commit.

Pewee OHF

Allan Legros volunteered to be the Executive member on this committee. Tammy Caldwell has agreed to be the chairperson for this event. Rooms have already been blocked off for the event.

Administrator Duties

Fred Rivets suggested that one Executive member be trained at the same time as the new administrator is trained so as to ensure that a member of the executive has an idea on how each job works within the administrator position. It was decided that one member would volunteer for a job identified below and a schedule set up for training with the administrator.

Below is a list of the responsibilities:

Administrator -

- Working the office hours
- Getting the mail and distributing accordingly
- Check drop boxes
- Distribute emails accordingly
- Liaison between membership and executive
- Invoice all sponsors
- Answering Emails and Phone
- During the hockey season, anywhere from 30 to 40 emails per day, plus various other phone calls and inquiries.
- Prepare monthly reports for the executive meetings
- Get all various forms signed by the signing authorities
- Weekly scoresheet collections and distribution to appropriate leagues.

Ice Scheduler -

- Responsible for booking all ice for TSMHA
- Preparing practice schedule
- Preparing calendars and allocating ice to various teams for scheduling
- Responsible for getting all tournament dates from local teams before allocating ice
- Attend all scheduling meetings
- Responsible for sending weekly schedules to arenas.
- Responsible for sending weekly game assignments to referee in chief
- Responsible for checking monthly ice invoices for accuracy
- Communicate with all league schedulers

Treasurer -

- Responsible for all funds
- Deposits
- Paying Bills
- Responsible for updating all team accounts and sending updates to teams.
- Responsible for referee payroll and checking payroll against schedule
- Responsible for tracking all cheques and deposits in spreadsheet for various accounts
- Bank Reconciliations (3 accounts)
- Preparing quarterly statements of receipts and disbursements
- Prepare floats and control sheets when dealing with events where there is money involved
- Sending out team applications for tournaments
- Reimbursing all TSMHA coaches for completed clinics

HCR/NOHA Rep -

- Responsible for all NOHA registered players

- Completing various forms for transfers and Residential moves
- Entering all data
- Getting required documentation from members that are missing info
- Rostering of all teams in HCR
- Responsible for affiliation lists for all teams (19 at large)
- Responsible for notifying coaches/teams that are missing qualifications
- Responsible for team applications, applying for new teams.
- Apply for NOHA TOC and OHF's
- Responsible for applying for all team tournament permits through the NOHA Web Portal, and distributing these permits to various teams.
- Responsible for distributing all paperwork to all teams within the NOHA

ITSportsnet/OWHA -

- Responsible for all OWHA registered players
- Completing and submitting various forms for player releases and transfers
- Entering all data
- Aplying for teams and respecting deadlines that deal with provincial bonds
- Respecting deadlines for signed waiver forms and payments (Oct 1st)
- Responsible for applying for permission for girls to play in boys leagues.
- Responsible for distributing all paperwork to all team with the OWHA

Volunteer Coordinator -

- Answering emails
- Scheduling
- Tracking completed hours
- Returning cheques or issuing refunds
- Reminder emails for upcoming events
- Preparing job descriptions and sign off sheets for events

Fundraiser

Nevada

- Responsible for applying for licenses
- Completing reports
- Paying commissions and invoices, deposits to Nevada
- Photocopying all documents for reports
- Only ice bills can be paid from this account

Car Draw/Raffles

- Applying for licenses
- Get quotes from dealers
- Tracking all tickets
- Control sheets for tickets
- Reminder emails
- Completing reports
- Only Ice bills can be paid from this account
- Photocopying all documents pertaining to licenses
- Applying for waiving credit requirements for licenses

Blanket Raffle Licensing

- Responsible for all team raffles and fundraisers
- Presenting Team fundraising request to the Executive
- Reporting to the executive team fundraisers
- Applying for blanket raffle licenses

50/50 Draws

Managers Binders and Meetings –

- Prepare binders for upcoming season

-Responsible for booking meetings with the managers

Registrar –

-Responsible for all registrations of players

-Preparing spreadsheets with all registered players and payment methods

-Advertising on the radio and in the paper

-Working with Kidssport programs

-Working with members for payment schedules

Tournaments-

-Preparing all schedules

-Preparing special events for tournaments

-Handling all team registrations, and verifying rosters and travel permits on Day 1 of tournament

-Finding sponsors for special events

-Ordering supplies for tournaments (drinks, gifts, etc..)

-Preparing all info packages for the executives that are in charge of the arenas.

-Hang Banners from Sponsors

-Get scoreboards from AECOM and post in arenas.

CORRESPONDANCE / MEMBERSHIP CONCERNS

NONE

Fred and Natalie Rivet would like to take this opportunity to thank TSMHA for giving them the opportunity to administer the association. It has been a pleasure working with each and everyone of you.

Fred Rivet reviewed the duties for the upcoming tournament. A \$200 dollar float for each arena would be available. 50/50 ticket sales would be set up per shift at the New Liskeard arena only.

5. *Correspondence/phone calls*

6. *Business arising from the previous minutes:*

6.1 Neonet/website upgrades-Terry Pedersen, Trevor Desrosiers, Hugo and Fred Rivet-Differed

6.2 Approve forecasted budget for the 2012/13 season-Differed

6.3 Telephone Legal Expense Insurance-Cory Siermachesky indicated that this insurance is for legal advice over the telephone that can be accessed as needed. The NOHA has this insurance as well as other Associations. It was decided that TSMHA would continue this Insurance and paid the fee for the 2012/13 season. Hugo Rivet suggested that the need for this Insurance be discussed further for the upcoming season.

6.4 Wish List for different portfolios-All

6.5 Fundraising ideas for upcoming tournaments-All-Allan suggested that 50/50 tickets be sold at the door.

6.6 Girls hockey program and policies-Cory Siermachesky presented the information below:

Girls Hockey with the TSMHA Puckhounds

1. A player can only be on one active NOHA team roster and can only play with one NOHA team for the year. That player can be affiliated with a higher level or higher division team for the year as per the NOHA affiliation policy. The AP can play all games with the higher team. After January 10th, the AP is only allowed to play 5 league and/or playoff games. If he plays a 6th game after January 10th, that player will not be allowed to play with the original team and will be part of the higher team for the rest of the year. Exhibition games and/or tournament games which are not part of regular league games or playoff games are excluded from the number of games. The AP can go to all the practices for the year with the higher team. It is up to the higher teams coach to invite the AP out to practice and charge a fee or follow the association's policy on this issue.
2. A girl can only be on one active OWHA roster and can only play with one OWHA team for the year. The girl can be a pick up player for a higher girls team for OWHA sanctioned tournaments; OWHA exhibition and OWHA league games. The pickup player is allowed to practice for the year with the higher team. It is up to the higher teams coach to invite the pickup out player out to practice and charge a fee or follow the association's policy on this issue. Currently we have 1 girl that fits under this scenario.

(Technically if a player gets picked up or Affiliated it could look like they are on two teams but in reality they aren't because they are on one roster and a pick up or AP on another.

3. How is it possible for a girl player to be on a boys NOHA roster and then practice with an OWHA team for the year? First, the girls coach would have to agree and allow the girl to practice with the girls' team. Second, for insurance purposes, the practicing girl would have to be on an Active OWHA roster for the hockey year. The girl has to be registered in the OWHA to be allowed on the ice with the OWHA team for practices of games. So for example, if a girl is playing on a boys team within TSMHA under the NOHA and wants to

practice with the girls team under the OWHA, they need to be on the OWHA roster and the OWHA considers them a Female Development Player (FDP). TSMHA is allowing this and charging a \$125 fee (AP policy) for girls who practice more than 5 times for the year on the TSMHA funded practice. They are only allowed to play any games when one of the original rostered OWHA players are absent from injury or sickness or away. This girl does not pay a second registration fee, volunteer fee, car raffle fee and if applicable a travel fee. Currently we have 2 girls in TSMHA that fit under this scenario.

4. How is it possible for a girl player to be on a boys NOHA roster and then be on a girls OWHA roster as well in the same hockey season? It is allowed and it is done by many girls in Ontario. First of all, both coaches have to be in agreement of allowing and making sure that girl is good enough to make their team. Second, this girl pays two registration fees, 2 volunteer fee's, 2 travel rep fees, 2 car raffle ticket fees and possibly two team fee's to play on two hockey teams. We have 6 girls in TSMHA that currently do this. 1 that plays on two TSMHA teams; 2 that plays on another associations boys team as well as a TSMHA girls team; and 3 that play on a TSMHA boys team and another associations girls teams. All 6 players pay two registration fees.

In all scenarios the coaches have the final say. 1. On whether they want to have AP or pick up player on their team. 2. Whether they want a girl to play on their team. 3. Whether they want a player to be on their team if that player is with another team. TSMHA picks the

- 6.7 *Executive member needed to liaise with TOC Committee-Allan Legros indicated that he will be the Executive member that will liaise with the Peewee TOC. Dyna MacDonald indicated that she is also willing to participate in TOC.*
- 6.8 *Photographs-Hugo Rivet indicated that he helped Kelly O'Reilly send out the request for quotes. 2 quotes were obtained one from Fotoshop and one from Photographics. Fotoshop quoted on what was requested from TSMHA last year. Photographics quoted on available possibilities. Hugo indicated that he would obtain quotes from Photographics as requested from TSMHA last season. Fotoshop's price is \$5, 55 per shot. Hugo indicated that he would request quotes for similar products from both Fotoshop and Phtographics and make a decisions.*
- 6.9 **Administrator position-Motion by Cory Siermachesky and seconded by Hugo Rivet to go in camera. CARRIED**
Motion Trevor Desrosiers and seconded by Hugo Rivet to go out of camera. CARRIED
Motion by Don Lajoie and seconded by Trevor Desrosiers that Dwayne Charland be hired to fill the administrator position for TSMHA for the remainder of the 2012-2013 hockey season. CARRIED
Allan Legros inquired if any members had any objections to paying both Dwayne Charland and Fred Rivet until the end of Nov/12.
Motion by Julie Pouliot and seconded by Nancy Presseault that TSMHA continue to pay Fred Rivet through the transition period ending November 30th 2012, in addition to the new administrator. CARRIED

Motion by Mike Kidd and seconded by Marc Robillard that TSMHA pay \$15 000 per year for the administrator position. CARRIED

7. Reports of Committees: None

8. New Business

8.1 Time Keeper rates-Fred Rivet indicated that TSMHA is short time keepers this year. Fred suggested that rates be standardized across the board to make it fair. Fred suggested \$12 for one hour games and \$16 for 1hr and 20min games. **Motion by Cory Siermachesky and seconded by Nancy Presseault that time keeper rates be set at \$12 for 1hr games and \$16 for 1 hour and 20min games. CARRIED**

8.2 Potential funding opportunity (deadline Nov. 15/2012)-Fred indicated that the Claire Hendrikx from the Temiskaming???? indicted that The Calgary foundation has funding available for sports for youths at risks. Fred indicated that currently Kidsport has provided support of approximately \$400 and currently only 2 cheques are yet to be received. Allan indicated that there is an outstanding fee this year of \$500 for a child who would like to play hockey. TSMHA has not allowed the child to play due to the outstanding balance. There has been a request for this child to play this year in the Pee wee division. Allan indicated that TSMHA will pursue the kidsport avenue for this child and also attempt to apply to the Calgary Foundation. Hugo Rivet suggested that we get the child registered and keep the debt so that the parents can pay small amounts at a time if funding cannot be accessed. **Motion by Mike Kidd and seconded by Trevor Desrosiers that TSMHA approve registration for a Pee wee house player, that due to special circumstances we will allow him to play before prior NSF cheques have been settled. CARRIED**

8.3 Funds for Halloween for Tykes program-Julie Pouliot requested that TSMHA approve funding for Halloween candy for the Tyke program.

Motion by Hugo Rivet and seconded Julien Cote that Tyke program receive \$300 to fund a Halloween event. CARRIED

8.4 Ice dividers for Tykes Program-Julie Pouliot indicated that the ice dividers are not being used by the coaches in the Tykes division and therefore it was decided that new dividers would not be purchased. Mike Kidd indicated that there are many 4 year olds in the Tyke program and therefore it was suggested that an extra ice times be considered.

8.5 Goalie Development Program-Kelly O'Reilly-Differed

8.6 Tem Vet Services fund raiser request for bottle drive (Oct. 21/2012)-**Motion by Cory Siermachesky and seconded by Hugo Rivet that TSMHA approve a fundraiser bottle drive for Tem Vet Services for Sunday October 21/201 (approved by TSMHA Executive via email 2 weeks earlier) CARRIED**

8.7 Allocated dollars going to teams that do not have a local tournament-Cory Siermachesky indicated that currently teams who do not have a local tournament are credited \$200. Cory suggested teams be given more since attending another tournaments would cost more. A discussion was held and it was decided that \$200 was a fair amount given that these teams also do not host tournaments, not bringing in revenue.

8.8 Teaching referee course at TDSS-Allan Legros indicated that John Zubyck has a class of approximately 22 students. John would like to have this class taught the referee course. John is requesting that TSMHA offset some of the cost. Cory did not feel this would be beneficial and thought this may be costly for the Association. Allan Legros will recommend that John provide TSMHA with a cost of this potential project.

8.9 Team pictures-Kelly O'Reilly-See 6.8

8.10 Imports-Hugo Rivet-Differed

8.11 Goaltender ice time/Jim Rowe proposal-Cory Siermachesky indicated that Jim Rowe suggested that he be allocated 2hrs of ice time to take out all the goalies in the Association that are willing to attend to review various goalie drills that can be practise by the goalies with their team during the season. **Motion by Cory Siermachesky and seconded by Hugo Rivet that TSMHA approve 2hrs of ice time for a goalie practice, Gatorade will be provided for goalies and 8x8 lumber. TSMHA will pay for 2 ice times for this goalie practice. CARRIED**

8.12 NDHL report-Julie Pouliot indicated that the Novice East Nipissing team is very strong. Discussions are happening regarding potentially putting this team in a higher division. Julie indicated that the schedule may potentially need to be revised. There is a concern regarding a Kirkland Lake House league Novice team that may need to be moved up to a higher level. Richard MacDonald is the contact person to monitor the need for movement in the league. Allan Legros indicated that Julie Pouliot being involved with the Tyke Program and the NDHL is a bit much and therefore he suggested that Julien Cote take over the NDHL portfolio. Julien Cote was agreeable.

8.13Peewee House Issue-**Motion by Don Lajoie and seconded by Julien Cote to go in camera. CARRIED**

Motion by Trevor Desrosiers and seconded by Hugo Rivet to go out of camera. CARRIED

8.14 Tykes participating at Cubs game-Allan Legros suggested that a Tyke game for 6 or 7 min. between 1st and second period at the Cubs game be considered. The children would be admitted free but the family would pay. Further discussion with the Cubs Executive is needed to implement this suggestion.

8.15 Julie Pouliot indicated that a player on the Novice C team would like to go play in the house league division. Allan Legros indicated that a Bantam C player would like to go play in the house league team as well. Hugo suggested that the players be put in the weaker team for the particular division. The coaches of the players need to be in agreement before any player can be approved to move down.

Next meeting Monday November 26/2012 at 630pm at the New Liskeard Old Chamber Council Chambers.

Motion by Nancy Presseault and seconded by Marc Robillard to adjourn the meeting 8:25pm.

Written by
Sylvie Bailey
Secretary