



Minutes of CDMHA Board Meeting – September 9th, 2009

Present: Scott Brownell, Carol Edwards, Dale Collier, Amanda Myers, Sue Annett, Michele Anstett, Lise Diebel, Doug Clause, Christine Fletcher, Lori Rogers, Jamie McMaster, Gary Davis

Regrets - Jyoti Nagpal, Rob Leary, Wray Uimonen, Brian McBride,

Absent: Brad Clause, Rachelle Clause, Anne Marie VanSickle.

1. Guest Speakers – Jim Rogers and Dennis Edwards – **Background** -The role of a Development Committee Chair on the Board is currently vacant. Jim and Dennis were asked by the former Development Committee Chair to put together a plan to try to engage Coaches and obtain their feedback to help shape the CDMHA development program. **Presentation** - Jim and Dennis made a Presentation to the Board which they called “Coaches Roundtable” – goals of the program are to create a forum to allow coaches to share information/ideas. Also to open the lines of communication with the Board for coach input on player development and the policies that impact players and coaches. The meetings would be open to all past, current and future coaches and their staffs. It was asked if attendance would be taken and if attendance would be considered in future coach selection. Jim commented that in his opinion, the willingness of a coach to want to grow and learn would be one aspect he would look at if it were him but that he felt that should be left to the Board to decide. It was also asked if they thought there could be any perceived conflict of interest since they were both coaches. The response was no, since they were just helping facilitate and would also be participants who were learning as well. They hold no power for review of individual coach performance or recommendations for future coach selection so there should be no issue. The question was asked as to whether a Board member should attend the sessions. It was decided no, that Jim and Dennis would seek direction from the Board when needed and would report back on a regular basis. It was felt that the coaches might be more open to share if it was just coaches and some may be intimidated with a Board member present. The Board gave Jim and Dennis unanimous approval to proceed with the understanding that any budgetary items would be brought back to the Board for approval.

2. Motion by Michele Anstett to approve the August Minutes – seconded by Doug Clause – All in favour, none opposed, motion carried

3. Motion by Amanda Myers to accept Jamie McMaster as Novice Local League Convenor – seconded by Dale Collier – All in favour, none opposed, motion carried

4. Ice Scheduler Report – Mike Gladysz – September has now been sorted out – some prior commitments were made but not finalized with Haldimand County - Doug and Amanda assisted with a Sept. needs analysis – going forward it will be a lot smoother – Nexus is a very good program and a good training session was provided - lots of data up front needs to be entered but then it will be very powerful – there was delay in the lap top retrieval but Mike has it now – all prior data was cleaned off – the October main ice contract has been received and Mike will work on it – we were not given enough hours in a row on Tuesday nights by Haldimand County to fit in three Rep. games as required by Southern Counties so we had to trade that night - gained two hours overall per week by giving up Tuesday night – Rep. / AE game nights will therefore be as follows:

Wednesday Novice Rep - 6pm Clark

Wednesday Atom Rep - 7pm Clark

Wednesday Pee Wee Rep - 8:15pm Clark

Wednesday Midget AE - 9:30pm Clark

Thursday Pee Wee AE - 6:30pm Almas

Thursday Atom AE - 7pm Clark

Thursday Bantam AE - 8pm Almas

Thursday Bantam Rep - 8:15pm Clark

Thursday Midget Rep 9:30pm Clark

5. Action Items – Carol Edwards reviewed some Action Items from prior Minutes – a few may still be outstanding and are being brought forward – in future any outstanding Action Items will be brought forward to the next month's meeting to ensure they have been handled:

ACTION: Scott Brownell to provide Mike Gladysz with an outline of expectations and what his report each month to the Board should look like

ACTION: Lori Rogers and Carol Edwards to review the issue of the “opt out” clause on the registration forms

ACTION: Jyoti Nagpal to contact Deborah Edwards re: hotel booking proposal

ACTION: Board members are to see Jyoti in order to volunteer for roles at the BBQ

6. Policy and Procedures Manual – Carol Edwards brought forth a few additional updates that do not align with current practice and need to be updated:

These changes to By-Law 1 are made under Section 20 (b) of the Constitution.

- Section 4, second paragraph, first sentence will be amended as follows:

For the Local League, the VP of Local League and the applicable Division Convenor will make the coach selection for each team.

Rationale: The Board trusts that the VP of Local League and the Convenor of that division are in the best position to select good coaches. The Board does not need to approve each one.

Motion by Doug Clause to accept this change to the 2009-2010 Policy & Procedures Manual – seconded by Michele Anstett – all in favour, none opposed, motion carried

- Section 9, sections d) and e) are hereby deleted

Rationale: This is not our current practice. The Treasurer and Gate Coordinator work together to carry out these functions

Motion by Doug Clause to accept this change to the 2009-2010 Policy & Procedures Manual – seconded by Michele Anstett – all in favour, none opposed, motion carried

- Section 17, third paragraph will be amended as follows:

At the end of each season, the Coaches are encouraged to complete a standard skills rating form.

Rationale: Previously said the Coaches were “required” to do this. It is difficult to “require” that this be done as the follow up and filing of this documentation poses a significant challenge.

Motion by Doug Clause to accept this change to the 2009-2010 Policy & Procedures Manual – seconded by Michele Anstett – all in favour, none opposed, motion carried

- Section 21 (g) (i) will be amended as follows:

The player in question will attend the evaluations in the division they are registered in. If an evaluation session is not available the best effort will be made to evaluate the player from prior experience.

Rationale: Previously said the prior year's skill rating form would be used - see above – skill rating form no longer a requirement

Motion by Doug Clause to accept this change to the 2009-2010 Policy & Procedures Manual – seconded by Michele Anstett – all in favour, none opposed, motion carried

- Section 14, paragraph 2 will be amended as follows:

A Code of Conduct Agreement will be signed annually by each player, parent and member of a Coaching staff. Parents acknowledge their agreement to follow the CDMHA Code of Conduct Agreement when they sign their child's registration form. The current versions can be found as Appendices to this Manual.

Rationale: Updated to reflect current process regarding parent Code of Conduct Agreement on the registration form

Motion by Doug Clause to accept this change to the 2009-2010 Policy & Procedures Manual – seconded by Michele Anstett – all in favour, none opposed, motion carried

- **ACTION:** It was noted that Section 11 requires a full review to determine current and best practices – this will be brought forward to a future date

7. Motion by Carol Edwards that advertising for team fundraising events be permitted on the web site but in a designated area so as not to clutter the home page – seconded by Gary Davis – 10 in favour, 2 opposed, motion carried

8. Motion by Christine Fletcher that the CDMHA email distribution list be utilized only for announcing CDMHA items and events, not individual team events, seconded by Sue Annett – 9 in favour, 3 opposed, motion carried

9. BBQ and Dance Update – Lise Diebel and Scott Brownell advised that all is in order – we are awaiting more information from Jyoti Nagpal regarding the road hockey event at the BBQ

10. Business Update – Amanda Myers and Scott Brownell presented for Brian McBride - sponsors are coming in slower than previous years but all is in order – Koocher tournament at Christmas – need a volunteer to run it from start to finish or will be cancelled for this season

11. Motion by Lori Rogers on behalf of the Auditors that the Audited Financial Statements for the year ended April 30, 2009 be approved, seconded by Doug Clause – All in favour, none opposed, motion carried
Lori Rogers also talked about the possibility that we may be able to go back and claim some GST due to our charitable designation – **ACTION:** Lori to obtain some additional information on this and report back to the Board

12. Carol Edwards, on behalf of Brent Burnell, Chair provided an update on The Challenge Cup – all is going well, finalizing the teams, sponsorships and fundraising the most challenging piece – food will be a joint effort with the Lions with Michele Anstett volunteering to help coordinate for CDMHA – will need lots of volunteers from Jyoti Nagpal's group – first year with expanded format a learning experience but we are confident in a good final outcome – Committee members are Brent Burnell, Dan Edge, John Kichinko, Amanda Myers, Dennis Edwards, Carol Edwards, Lori Rogers, Doug Clause, Brad Clause, Greg McCartney, Bob Salac, Brad Rennick, Michele Anstett

13. Doug Clause, VP of Rep. Update – 9 teams will be entered in Southern Counties at the upcoming meeting – league dues will be \$80.00 per team - goalie equipment rules are now in effect - signature sheets no longer required at tournaments

In Camera 8:32 pm
Out of Camera 8:37 pm

14. Scott Brownell advised that Kent Roy would not be moving forward as an Assistant Coach for the Pee Wee AE team - Motion by Doug Clause that we accept Greg Salter as Assistant Coach for the Pee Wee AE team – seconded by Dale Collier, 11 in favour, one abstained, motion carried
ACTION: Doug and Rob to review coaching rosters to ensure that all is in order and that the Board has approved all of the coaching staff members for the Rep. / AE teams

15. Other Business:

Great Tricycle Race – Haldimand Motors – September 18th – need to advertise on web site and by email – **ACTION** – Lise to provide Carol with wording for web site

Question from Jamie McMaster – What does the Board feel is acceptable for number of tournaments, extra development, dry land training, budgets, etc. for our centre? Should coaches obtain approval for budgets, extra practices, exhibition games, tournaments beyond the permitted three? **ACTION** – Board members to give this some thought and to seek input from the Coaches Roundtable – tabled for next meeting

Question from Lise Diebel – What is the role of the new Parent Liason? – is it a volunteer coordinator role or a parent liason role between the coach and parents to assist with issue resolution? – it was confirmed that it is solely a volunteer coordinator role – we already have a robust Issue Resolution process in place per the OMHA guidelines

Tyke Program update – free skate – Gary asked if he could split the ice. Yes, Gary can handle as he wishes – Gary noted that the CHIP program will be required for any on ice volunteers this year

Team Involvement by Board members - Carol Edwards, Christine Fletcher and Sue Annett declared that they are all assisting teams in some capacity. Motion by Michele Anstett to approve their involvement – seconded by Dale Collier – all in favour, none opposed, motion carried

Referees – Michele asked if Mike Gladysz is aware that he needs to provide a copy of the schedule to Kevin Burtis to ensure referees are booked **ACTION** – Scott to ensure Mike is aware of this

16. Motion by Michele Anstett to adjourn the meeting, seconded by Doug Clause - all in favour, none opposed, motion carried