

# GOLDEN AND DISTRICT MINOR HOCKEY ASSOCIATION

## MINUTES OF EXECUTIVE MEETING JANUARY 13, 2010

Present: Brady Knezacek, Diane Knezacek, Nichole Lussier, Donna Rintoul, Joanne Titus, Karen Jones, Bill Soles, Gloria Sime, Jody Cable

**Call to Order:** 6:30 pm. Brady chaired the meeting.

**Approval Agenda:** MOTION TO APPROVE by Diane, second by Bill. Carried.

**Approval of Minutes:** MOTION TO APPROVE by Bill, second by Diane. Carried.

### Old Business:

Website Update – There has been a delay, unknown launch date.

Jersey Update – Some jerseys are complete. Sponsor labeling has been changed to white. Remaining jerseys should be done soon. Team managers may sell old jerseys to players for \$10.00. Some discussion around donating old jerseys. Jody will prepare invoices for jersey sponsors. Once all jerseys are complete Brady will prepare a letter and newspaper announcement thanking for their support and a call for future sponsorship of the Novice and A/B jerseys next season. Off the Wall is donating two hoodies per team with the Rams logo for home tournaments. Brady will notify the managers.

Mini Olympics –Brad has organized the program and completed the schedule. Gloria will talk to Brad about a few scheduling changes. Some discussion around purchasing a chocolate pucks for all the players.

Torch Relay – Donna will call Brenda Bowle-Evans to find out if we need to do anything further for the Relay.

Legion Funding Request – The request was from a former year an apology has been sent by the Legion to Sally.

Foreign Student Update - Max has paid money. Diane will give Sally a list of forms still needed.

### Reports:

#### President:

Brady Knezacek

- Golden Minor Hockey is sponsoring the Rockets game during Minor Hockey Week (3<sup>rd</sup> week of January) 15 A/B players have been offered a 5 minute mini game between 1<sup>st</sup> and 2<sup>nd</sup> period on Saturday night. Brady will see if he can get free tickets to the parents of those players.
- Midget Tournament is cancelled due to shortage of referees at a loss of approximately \$2000

MOTION MADE BY Jody that GMH offer to pay for Level 3, 4 and 5 officiating clinics to local adults chosen at the discretion of GMH who will act as mentors during the 2010-2011 season. Second by Bill. Carried

#### Vice President:

- Position currently vacant

#### East Kootenay Rep:

Bill Soles

- Still waiting to hear if Golden can host another reffing clinic, but not likely
- A sponsorship lettering quote was requested from Off the Wall and Kicking Horse Embroidery. KHE at first couldn't prepare heat pressing but after the quote close date did advise it could be done therefore KHE may be reconsidered in the future. In the meantime the lettering will be carried out by Off the Wall.

#### Treasurer:

Jodie Cable

- Midget Team has handed in its financials for 2008-2009 hockey season. Donna still working on statement templates for all the teams.
- Accounting system is now set up and is keeping track of income and expenses per team.
- It was determined that "out of the till" payments shall only be for concession items needed on short notice and limited to a reasonable amount. A receipt must be left in the till showing the value of the purchase and reimbursement.

- For non emergency items, only the Concession Manager can be reimbursed out of the till upon providing a receipt and "z-slip" showing the value of reimbursement. Suppliers will not be paid out of the till under any circumstance.
- Suggestion made that for large out-of-town purchases GMH provide a cheque for an estimated value and necessary adjustments be made asap.

**Registrar:**

Diane Knezacek

- Team Picture Board is finally complete
- The \$1500 donation from RCMP and Rotary has been divided \$900 full registrations and the remaining \$600 has not yet been divided between the other 8 players (now 7 one has dropped out of hockey) Diane will prepare a letter to the families advising of the balance owing if not already paid.
- Hockey Canada Team affiliation deadline is December 15 if the list was started by November 15.

**Ice Manager:**

Gloria Sime

- Gloria is working with Lisa at town regarding Mini Olympic skate times
- Bantam Tournament used arena lounge for 1 hour for teams without enough time to haul gear back to hotel between games. Room was not booked by any other user group but the next group did come in early and flipped out. Gloria suggested that all the room be booked for the entire weekend for home tournaments.
- Need some guidelines on the issuance of tourney checks. Suggested that no tournament check shall be issued by GMH until cash collected from the team. Tournament entry funds pay for ice time, awards, snacks and other tournament expenses. Any money left over goes to GMH. 50/50 and raffle proceeds remain the property of the team and are to be accounted for accordingly.
- Purdy's campaign will be started earlier next season with deadline of November 2 to qualify for free product

**Referee in Chief:**

Kelly Dahlin

- absent

**Coach Coordinator:**

- position currently vacant

**Risk Manager:**

Dave Wan

- absent

**Equipment Manager:**

Joanne Titus

- Equipment lists for each time have been prepared. These must be completed and signed by the team manager/coach before equipment or jerseys are handed out. Bill will show her how to change the locker combinations to avoid cross team pilfering.

**Initiation Rep:**

Nichole Lussier

- Bill and Nichole are still working on training A/B coaches
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<p>MOTION MADE BY Nichole that the GMHA Clinic Reimbursement Policy for Volunteers shall be adopted into and form part of the GMH policy manual. A copy is attached hereto. Second by Donna. Carried</p>
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**Concession Manager:**

Karen Jones

- LP Christmas party netted \$513 profit
- The till is now itemized

MOTION MADE to adjourn meeting at 8:43 made by Nichole, second by Donna. Carried.

**Next Meeting:           Wednesday, February 10, 2009 at 6:30 p.m.**

# GMHA Clinic Reimbursement Policy for Volunteers

(Coaches, Managers, Safety Persons, Referees, Food Safe Concession)

Welcome to the Golden Minor Hockey Association 'Team of Volunteers'! Thank you for assisting GMHA in fulfilling our goal to provide our youth with the opportunity to play hockey in a safe and fun environment. GMHA relies on the dedication of our volunteers to provide an environment that will result in a positive experience for *everyone* involved in Golden Minor Hockey as well as for the visiting teams from other Associations!

1) Clinics that are eligible for reimbursement by GMHA (through BC Hockey or other approved institutions):

- Coach Hybrid
- Coach Dev 1
- Respect in Sport
- Official Level 1 – 5
- HSCP Level 1
- Food Safe

2) Mileage and Hotel Costs for out of town Clinics:

In some situations, mileage and hotel costs are eligible for reimbursement by GMHA. Candidates are encouraged to minimize mileage and hotel costs by carpooling and sharing accommodation. Reimbursement will not occur until written proof of clinic completion is submitted.

Mileage is paid at a rate of \$0.? per km

Hotel costs up to \$ ? will be reimbursed

3) Conditions for reimbursement:

Prior to submitting receipts requesting reimbursement, all clinic candidates must submit a copy of a document confirming full completion of their course requirements. If you are unsure of what your obligations are, please contact BC Hockey or a GMHA Board member to clarify (provide a contact?).

For *Coaching Clinics*: There are 3 phases to full completion: attended passed and certified. Being certified entails completion of the coaching Post Task assignment signed and approved by BC Hockey. Reimbursement will not be granted until coaches are CERTIFIED.

For *Officiating Clinics*, the requirements are: If the official is new (first time taking the course) then after course completion, they must ref 3 games without pay before being reimbursed their clinic fee. Referees that are re-certifying are reimbursed after course completion and written proof is submitted.

A copy of all the receipts requesting reimbursement must be submitted to GMHA and MUST clearly indicate the nature of the expense, amount, date and place.

**Please note that ALL requests for reimbursement will be approved or denied at the discretion of the GMHA Board of Executives.**

Receipts can be submitted to the Treasurer

Once again **THANK YOU** for Volunteering!

**The GMHA Executive.**

MOTION MADE BY Nichole that the GMHA Clinic Reimbursement Policy for Volunteers shall be adopted into and form part of the GMH policy manual. Second by Donna. Carried. January 13, 2010