



## IMHA Board of Directors Meeting

Sunday, March 5, 2023

**MINUTES – Approved April 2<sup>nd</sup>, 2023**

Present: Brooke Ross, Paul Walkom, Jeff Reid, Randy Sheaves, Andrew Ward, Chris Dixon, Kendra Bloomfield, Andy Marshall, Bill Stevenson, Mark Read, Jeff Sutherland, Pat Conlin,

Guest: Glenn McKinnon

Regrets: Todd Copeland, Kerri Dixon, Scott Parker

1. Andy Marshall agreed to chair the meeting in TC's absence.
2. JS made a **motion to begin** the meeting. 2<sup>nd</sup> by KB. Carried.
3. **2022 Financial Audit by Ford/Keast**

RS introduced Glenn McKinnon from Ford/Keast and thanked him for joining us to present IMHA's financial audit. Glenn reviewed the sources of revenue/expenses and the statement of our financial position as of June 30<sup>th</sup>, 2022. He noted the variances between the 2021 and 2022 season which is a result of the COVID disruptions in the 2021 season.

ACTION: RS will review if the information for the 50/50 draw in the revenue account matches the statements.

PW made a motion to accept the financials as presented by Ford/Keast. 2<sup>nd</sup> by JS. Carried.

4. KB made a motion to **approve the minutes** from the February 5<sup>th</sup> IMHA Board meeting. 2<sup>nd</sup> by CD. Carried.
5. **Execulink Contract**

-TC shared, via email prior to the meeting, a quote from Execulink to installation a dedicated internet feed that will allow IMHA to remotely manage the content displayed on the LED Message Centre on the new Scoreboard through a cloud-based software program. This feed could have an accession point installed to provide a dedicated wifi for ipads and live scoring of games through the Gamesheet app. This would address issues we have had with games not being uploaded to the cloud.

-The upfront cost for installation of a dedicated internet feed is \$125. The monthly fee is \$55.00. The service can be parked for up to 6 months. If we assume 7 month season it would cost us \$385 per year.

-RS shared his thoughts via email that he was in support of this and commented that the cost over the course of the contract is minimal and could be budgeted for.

-AM opened a discussion based on the information from the email communication.

-KB made a motion to move forward in installing a dedicated internet feed based on the quote presented. 2<sup>nd</sup> by AW. Carried.

6. **Rafflebox Update**

PC discussed possibilities of having one big playoff Rafflebox draw. There is not a flat rate cost to run a Rafflebox because they charge a percentage of the profit as their administration fees. It would be run different than previous years, with all profits going back to the organization rather than being put towards a credit to registration.

RS: With the timing in the season, we would not be able to offer a refund to registration based on how much players collect for the Rafflebox fundraiser and HCR and RAMP registration systems will not keep track of those refunds.

ACTION: PC will look into what the start date could be for Rafflebox this season and bring it back to the board members for further discussion via email.

## **7. Awards Banquet**

-BR: The Annual Awards Banquet is being held on Sunday, April 23<sup>rd</sup> at the Ilderton Community Center. There will be three separate ceremonies separated by age group, and equal number of players. We will be serving beef on a bun, hotdogs, chips, cookies and beverages. The cost will be \$15/family or \$5 for non-family members or individual players.

-AW has sent requests to all coaches to determine their individual player awards. These need to be in by March 27<sup>th</sup>, 2023 so there is time to get personal engravings done. The Graham Benedietti award nominations have to be reviewed and voted on by the board.

ACTION: KB will post the information about the Awards Banquet to the webpage and social media.

-JR made a motion to purchase personalized referee bags for all new referees who registered and took the course to be certified this year. 2<sup>nd</sup> by KB. Carried

ACTION: AW will send CD the names of the referees who took the course this year and will be awarded personalized bags. CD will send in the order to Pete's to get the bags made.

## **8. AGM**

BR- The Annual General Meeting will be held at the Ilderton Community Center on Sunday, April 30<sup>th</sup> at 7:30pm. The Volunteer of the Year award form has been posted to the webpage and all submissions must be submitted by March 26<sup>th</sup>, 2023.

ACTION: KB will post the date and start time for the AGM as an event on the webpage.

## **9. Coaching Review Process**

AM: In past seasons we have gotten about 40 submissions to our coaching review process. If we look into changing the process, or ask for submissions a different way, we might stimulate more submissions. Coaching reviews are important to give the membership a voice and a chance to give feedback. They can also be used as a guide to support and mentor coaches based on the feedback. They are not a complaint form.

ACTION: AM, BR and JR will look into SurveyMonkey as a platform to use to collect coaching reviews for next season.

ACTION: KB will communicate with JR and post a coaching review form on the webpage for this season.

## **10. Draft of Social Media Policy**

BR shared a draft of the Social Media Policy via email prior to the meeting. It will be added to By-Law and Rules of Operation to be reviewed for approval at the AGM.

ACTION: PW will share the draft of a revised Fundraising policy for the board to review.

## **11. IMHA Policy for Trying out at a higher Age Group**

AM: There is a grey area for player movement to higher age groups and we need to put a clear policy in place to guide and support the process of player movement.

PW: In the past we have moved around U5, U6, and/or U7 players to balance numbers but have never allowed U9 and above to move up two age groups.

MR: There has to be a criteria to even try out or there could be unlimited number of players who want to go to the tryouts of an older age group.

ACTION: BS will reach out to reps of other Local Leagues to see if there are any guides in place in other associations. BS will draft a written guide for IMHA players moving up an age group to present to the board at the next meeting.

## **12. U8/U9 sub committee**

BS has put forward AW's name as a representative from IMHA to be on the Lambton Middlesex Local League subcommittee that will be working to create a framework for the U8 and U9 aged players for next season.

### 13. Spring Tryouts for Girls

-Discussion took place about which Spring tryouts IMHA will be running this season with OWHA now allowing all U9 and older teams to have spring tryouts. We can use information from registration and previous year's numbers to help predict projections for teams in the upcoming season. With the free player movement of girls hockey, player want to know where they are going to be playing and if we leave the evaluations until the Fall we may lose some players.

-JR made a motion to run Girls REP team evaluations for U9, U11, U13, U16 and U18 in the Spring if we can get enough ice time and meet the pathways. 2<sup>nd</sup> by KB. Carried.

-JS made a motion to pick 2nd teams for U9, U11, U13, U16 and U18 in the Spring if we can get enough ice tie and meet the pathways. 2<sup>nd</sup> by KB. Carried.

-ACTION: MR will look into booking ice for Girls Spring tryouts.

### 14. Coaching Application

-Coaching applications will all be open immediately. The deadline for girls coaching applications to be submitted is April 15<sup>th</sup> so the committee can pick coaches before Spring tryouts. The deadline for boys coaching applications to be submitted is April 30<sup>th</sup>.

### 15. Registration

-2023/24 OMHA/OWHA Registration will open soon and close on April 30<sup>th</sup>, 2023. Anyone that registers after April 30<sup>th</sup>, 2023 would be considered a late registration.

ACTION: KB and RS will look at the financials to set a registration fee and present it to the board.

**Fundraising Cheques:** Many teams have not given in their fundraising cheques. Players who have outstanding cheques will not be able to register until they have submitted their \$200.

JR: There use to be fundraising reps on each team and this might be something to implement in the future.

### 16. Round Table

-BR shared: RS made a motion to approve the following **cheques for processing**:

- MMC \$39,870.37 (Ice Rental)
- MSC \$2,136.00 (Ice Rental)
- MCRA \$4,947.00 (Referee's)

2<sup>nd</sup> by MR. Carried.

-PW made a motion to try and get 8 hours for next season. 2<sup>nd</sup> by JS. Carried.

ACTION: MR will look into different options to obtain more ice time for next season.

-BS presented the information he presented to the board from the February 5<sup>th</sup> meeting at the Local League meeting. The feedback was that OMHA or Local Leagues cannot monitor how associations level their teams. IMHA can take this feedback to consider where we level our teams based on where we think they can compete, not just based on numbers. When leveling our teams, we can look at past years to help determine where those age groups might compete. We will continue to discuss this after registration.

### 17. Next Meeting: April 2<sup>nd</sup>, 2023

- Sunday, April 30<sup>th</sup> will be the AGM at the Ilderton Community Center.

18. JS made a motion to **adjourn** to meeting 2<sup>nd</sup> by CD. Carried

## Online Motions and Updates

### March 7th, 2023

- RS made a motion to approve the following **cheques for processing**:
  - *WOGHL*                      \$700.00 (*League Fee's*)2<sup>nd</sup> by CD. Carried.

### March 8th, 2023

- RS made a motion to approve the following **cheques for processing**:
  - *Registration Refund*    \$332.14. (*3/7 refund*)2<sup>nd</sup> by AM. Carried.

### March 19th, 2023

- RS made a motion to approve the following **cheques for processing**:
  - *Pete's*                      \$864.35 (*Ref Bags*)2<sup>nd</sup> by JS. Carried.

RS – Randy presented a quote for a one-time purchase price for hardware to support the new Scoreboard and wifi access for our iPads.

- Dream Machine (\$404), Access Point U6 Pro (\$215): Total \$619.00

This equipment was recommended in consultation with OES and our tech support. This equipment will allow us to network the led panel and a wireless accession point to provide dedicated wifi for our iPads.

- RS made a motion to purchase the Dream Machine and Access Point U6 Pro. 2<sup>nd</sup> by JS. Carried.

### March 23rd, 2023

- KD made a motion to eliminate IMHA's current volunteer credit program for the 2023/2024 seasons. In its place, IMHA will charge \$100 per child at registration for a fundraising fee up to a maximum of \$200 per family. In addition, families will be provided the option to sell 5 cash calendars per registrant (to a max of 10) at a cost of \$20 to help offset this fundraising fee. 2<sup>nd</sup> by KB. Carried.