



Attendees: Joel Bruce, Robbi Spady, Meghan Hubert, Cindy Fleming, Mikala McFie, Andrea Slipp, Bobbie Stewart, Nicole Dennison, Kallie Beaton

| AGENDA | |
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| 1 | <p>Welcome – Call meeting to order. President Bruce called the meeting to order at 7:05 pm</p> <ul style="list-style-type: none"> - Determination of Quorum – Met |
| 2 | <p>Approval of agenda</p> <ul style="list-style-type: none"> - Registrar Fleming accepted the agenda as presented. |
| 3 | <p>Review and approval of May 22, 2024, previous minutes</p> <ul style="list-style-type: none"> - Treasurer Hubert accepted the minutes as written. |
| 4 | <p>Reports from the executive directors</p> <p>4.1 President:</p> <p>Player movement:</p> <ul style="list-style-type: none"> - Player movement process is in the process of being changed. Official changes will take affect when the transfer of the organization with Hockey Alberta is complete. New process is as follows: Players who are coming into U13 will send requests for player movement to RMHA instead of their legacy home hockey board. - Several factors are considered when approving player movement including but not limited to if the player has played outside the organization previously, or if there are other family considerations. Each case is evaluated individually. - We have had 13 requests submitted to move; 12 have been approved, 1 has been denied. - Until new process is fully in place legacy transfer letter will be used and needs to be signed by all board presidents. Registrar Fleming will get the letter started and send to applicable parties via email. <p>Ice:</p> <ul style="list-style-type: none"> - We have received full ice schedule from all three towns. Will be able to start looking at scheduling. <p>Tournament coordinator:</p> <ul style="list-style-type: none"> - Recommend appointing a tournament coordinator for each group (U13, U15, U18) to organize the Christmas Break tournament. - Special Events Coordinator Stewart would oversee the group. - Volunteering as a tournament coordinator would full fill volunteer obligation. - Email to be sent to membership seeking interested parties. <p>MOTION: President Bruce moved to appoint a tournament coordinator for each group (U13, U15, U18) to organize Christmas break tournament. Carried.</p> <p>4.2 Vice Presidents: Presented by Vice President Spady</p> <p>IT Topic:</p> <ul style="list-style-type: none"> - New RMHA email accounts have been created and sent out. - New google suite workspace has been created. As a non-profit organization the use of google suite is free. Account administration has been set up under the Communications RMHA email. - RMHA web site has been updated. |

- Need to update the email in registration process so payment messages go to the Treasurer Hubert rather than the Vice President Spady. Treasurer Hubert needs notifications in order to consolidate payments.

4.3

Treasurer:

Balances:

- Current bank balance: \$110,511.68
- New account balance: \$0.00
- June team snap: \$49,227.61
- GIC: \$40,000.00 – matures in February 2025
- May transactions:
 - o +\$2.18 interest.

Bank Account:

- Community Spirit Bank account has been set up.
- Request to order cheques.
- Request to change transaction requirement of two signatures to one signature. Rational: most business transactions and payments are on-line, there is a need for a Visa Debit card and ability to e-transfer. This is not supported with the two-signature requirement in place. Account audit processes will ensure proper cash flow practices.
- Treasurer Hubert to work with Vice President Spady to update Team snap to new bank account.
- Team genius payment of \$1,400.00 due end of June
- Team snap payment of \$1,300.00 due in October

MOTION: Vice President Spady moved to remove requirement for dual signature on bank transactions. Carried.

MOTION: President Bruce moved to order cheques at a cost of \$75.00. Carried.

Mailbox:

- Fee for Canada Post mailbox renewal in Carstairs is \$191.00.
- Decision to cancel PO box in Carstairs and update RMHA mailing address to share with Crossfield minor hockey: Address Box 296 Crossfield. T0M 0S0.

Jumpstart and Kidssport:

- Need to update group with new name change.
- Remaining balances that are not covered by Jumpstart kids sport or other non-profit groups need to be paid by January 30, 2025. Options to cover remaining balances can include using the everybody plays fund.

MOTION: President Bruce moved that all outstanding balances not covered by a non-profit group to be managed by January 30, 2025. Carried.

4.4

Registrar:

- President Bruce to send follow up email to Carstairs, Didsbury and Crossfield minor hockey to ensure the new U13 families are aware of registration.
- Registrar Fleming to investigate access to HCR and team snap for Crossfield and Didsbury to monitor registration progress.

Numbers U13:

- AA, AAA 4 players, 1 goalie
- 37 players
- 3 goalies

Numbers U15:

- AA, AAA 4 players
- 18 players
- 3 goalies

Numbers U18:

- AA, AAA 3 players 2 goalies
- 22 players

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| | <ul style="list-style-type: none"> - 4 goalies - 2 out of zone resisters on wait list who played here last year. <p>Additional Conditioning Camp:</p> <ul style="list-style-type: none"> - U13 = 36 players - U15 = 21 players - U18 = 20 players <p>Checking camp:</p> <ul style="list-style-type: none"> - U15 = 12 - U18 = 6 |
| 4.5 | Secretary: No update |
| 4.6 | Motion to accept reports: <ul style="list-style-type: none"> - Vice President Spady moved to accept the reports as presented. Carried |
| 5 | Reports from committee positions |
| 5.1 | Coach Coordinator (Justin Fuhriman): No update |
| 5.2 | Ice Coordinator (Kallie Beaton): Information presented by President Bruce: <ul style="list-style-type: none"> - Discussion: A common feedback message received from all three towns was regarding communication of which division was scheduled at each site for weekend games. Depending on which division is playing dictates items such as flood frequency etc. Would like to investigate assigning a home ice slot for each team at one arena for the duration of the regular season. In essence each team would have a consistent game time at the same arena for the regular season. Topic to be re-discussed next meeting. - President Bruce to forward town contact information to Ice Coordinator Beaton. |
| 5.3 | Equipment Coordinator (Teal Hallaby): Information presented by President Bruce: <ul style="list-style-type: none"> - Would like to find vendors for apparel. Would like 3 quotes to be prepared and presented to the board for vote. - Need to add guidelines regarding team apparel and branding to the Hockey Operations policy. - Team supplies (pucks, pions etc.): Historically teams were provided the pucks and first aid kits from RMHA. Suggest going forward that each team is provided a RMHA embroidered duffle bag with team supplies. Increase team supplies to include a couple more items such as pions, hockey playboard etc. At the end of the season the duffle is to be returned. President Bruce to discuss with Equipment Coordinator Teal; pricing to be obtained and presented to the board for vote. Information presented by Vice President Spady: <ul style="list-style-type: none"> - Need to inventory storage rooms in Carstairs. Need current jersey sizes and numbers. - The winning RMHA design was given to vendor and a sample set of jerseys (one home and one away) was asked for. - Still need sponsors for jerseys. Asking each board member to recruit one sponsor. All sponsor logos need to be in by July 17, 2024. - Order for all new jerseys will be placed after next meeting July 17, 2024 - Pro-hockey life discount needs to be applied for. |
| 5.4 | Player Development Coordinator (Jason Jaskela): Information presented by President Bruce: <ul style="list-style-type: none"> - Meeting is scheduled for Tuesday June 25, 2024 to go over quotes. These will present to board next meeting July 17, 2025. |
| 5.5 | Safety Coordinator (Nicole Dennison): <ul style="list-style-type: none"> - President Bruce to send rink contact to Safety Coordinator Dennison. - Emergency contact information and rink emergency response plans need to be obtained. |
| 5.6 | Discipline Coordinator (Dean Nielson): No report. |

5.7 Referee in Chief (Chris Atchinson): No report.

5.8 Referee Coordinator (Jeff Callaghan): No report.

5.9 CAHL Director (Jeff Fleischer): Report sent via email.

2024/25 CAHL Season Critical Dates - updated May 15, 2024

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| Season/Playoff Dates | <i>See below for the specific age division details</i> |
| Tiering Break | November 15-17, 2024 |
| Christmas Break | December 23, 2024 to January 2, 2025 |

2024/25 Tiering round, regular season and playoff dates


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| U13 Tier 1 | October 12, 2024 (*if teams available) to February 16, 2025 <i>**No team movement after November 14, 2024</i> Playoffs - February 17, 2025 to March 23, 2025 |
| U13 Tiers 2, 3, 4 | Tiering - October 18, 2024 to November 10, 2024 Regular season - November 22, 2024 to February 9, 2025 Playoffs - February 14, 2025 to March 9, 2025 |
| U13 Tiers 5 & 6 | Tiering - October 18, 2024 to November 10, 2024 Regular season - November 22, 2024 to February 16, 2025 Playoffs - February 17, 2025 to March 23, 2025 |
| U15 Tiers 1, 2, 3 & NBC 1, 2, 3 | Tiering - October 18, 2024 to November 10, 2024 Regular season - November 22, 2024 to February 9, 2025 Playoffs - February 14, 2025 to March 9, 2025 |
| U18 Tiers 1, 2, 3 & NBC 1, 2, 3 | Tiering - October 18, 2024 to November 10, 2024 Regular season - November 22, 2024 to February 16, 2025 Playoffs - February 17, 2025 to March 16, 2025 |

2024/25 Information Deadlines

Please submit all forms and direct all questions or concerns with forms to admin@cahlhockey.net unless otherwise noted.

| <i>Deadline For:</i> | <i>Deadline Date & Time</i> |
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| <i>Association Contact Form - Form must have CAHL Director, President, Registrar (Admin) and Ice Scheduler to be considered complete. Electronic form to submit.</i> | 11:30 pm September 1, 2024 |
| <i>Initial Team Summary Form - Electronic form to submit</i> | 11:30 pm September 1, 2024 |
| <i>Governor Information Form - Electronic form to submit</i> | 11:30 pm September 21, 2024 |
| <i>Association Drop clock and Flood Declarations - Electronic form to submit</i> | 11:30 pm September 21, 2024 |
| <i>Team Declaration Form - Click HERE for form. Please submit completed form to admin@cahlhockey.net</i> | 11:30 pm October 1, 2024 |

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| | <p>Tiering Round Ice Submission - Contact Traci at scheduler1@cahlhockey.net for more information</p> | 11:30 pm October 1, 2024 |
| | <p>Team Contacts Form - Must have a coach and a manager for each team in association complete with emails and a phone numbers. Click HERE for form. Please submit completed form to dep@cahlhockey.net</p> | 11:30 pm October 1, 2024 |
| | <p>Data Entry Persons Contact Form - Submitted via email to CAHL Data Entry Coordinator at dep@cahlhockey.net. Click HERE for form.</p> | 11:30 pm October 5, 2024 |
| | <p>Team Rosters Submitted in File Format - Submitted HC Roster in new file format complete with jersey numbers to Submitted via email to CAHL Admin at registrar@cahlhockey.net by 11:30 pm October 5th, 2024 (see regulation (j)(iv)) If you are a "Tied-In" Association with Goalline, copies of HC roster still must be sent to League Registrar by this date, and anytime you make a change afterwards. Further instruction will follow regarding "Tied-In" Associations. Please inform League Registrar know if you change and become officially with Goalline. See Registrar's Handbook for further instruction.</p> | 11:30 pm October 5, 2024 |
| | <p>Regular Season Ice Submission - Contact Traci at scheduler1@cahlhockey.net for more information</p> | 11:30 pm October 27, 2024 |
| | <p>Tournament Blackout Dates By Team Form - Managers: Submit your blackout dates to your ice coordinator. They will compile and submit all your associations blackout dates and submit to CAHL Scheduler on your behalf.</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p>Ensure NO tournaments are entered during tiering round. Also, NO tournament entries are allowed for the first TWO weekends or the LAST weekend of regular season!</p> </div> | 11:30 pm October 27, 2024 |
| 5.10 | CAHL Governor (Andrea Slipp): No report | |
| 5.12 | Communications Coordinator (Robbi Spady): No report | |
| 5.13 | <p>Manager Coordinator; Special Events Coordinator (Bobbie Stewart): 3 on 3 tournament:</p> <ul style="list-style-type: none"> - Dates are Aug 30, 31 sept 1. Registrar Fleming has applied for sanction number, we are waiting on approval. - Want to open registration July 2, 2024. - Registrar Fleming and Special Event Coordinator Stewart to investigate a google form in an effort to improve the registration process and lessen confusion with registering a player vs a team. - Rules and budget will be sent out by Special Events Coordinator Stewart. - Need to apply for a 50/50 AGLC Liscence for RMHA. | |
| 5.15 | <p>Motion to accept reports:</p> <ul style="list-style-type: none"> - Treasurer Hubert moved to accept the reports as presented. Carried | |
| 6 | Old Business | |
| 6.1 | <p>Appointment of Committee Positions:</p> <ul style="list-style-type: none"> - Second CAHL Governor: Pending - Ice Coordinator: Kallie Beaton | |

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| | MOTION: Vice President Spady moved to accept Kallie Beaton into the role of Ice Scheduler. Carried. |
| 6.2 | RMAA Domain Change - New email address creation. Email with new addresses was sent June 6, 2024. COMPLETE |
| 6.3 | Follow up on change from RMAA to RMHA with hockey Alberta. - In Progress |
| 6.4 | Review Policy B: Hockey Operations - Policy draft was presented to and reviewed by the board. - Amended Player Development Coordinator to Evaluation Committee throughout document. - Review of section 2 through 6 is ongoing. |
| 6.5 | Review Policy D: Duties of Officers - Policy draft was presented to and reviewed by the board. - Review is ongoing. |
| 6.6 | Jersey design contest: - 266 Total votes: <ul style="list-style-type: none"> o Jersey 1 – 35 o Jersey 2 – 43 o Jersey 3 – 55 o Jersey 4 - 133 <div style="text-align: center;">  </div> <p>Jersey 4 will be accepted as the new Jersey for RMHA. COMPLETED</p> |
| 6.7 | Banner placements – need them placed. 3 banners coming from hockey AB. - Jeff Fleischer has the CAHL banners that were won in the 2023/24 season. Hoping to drop them off at all three arenas shortly. President Bruce to follow up with CAHL director Fleicher. |
| 7 | New Business |
| 7.1 | Community Grant applications: Presented by President Bruce: There are several grants that can be applied for <ul style="list-style-type: none"> - Crossfield community grant - UFA grant <ul style="list-style-type: none"> o President Bruce to send UFA grant info to all three towns asking for potential clock upgrades or other upgrades. |
| 8 | Next Steps |
| 9 | Date of Next Meeting: July 17, 2024 7:00pm location Crossfield. |
| 10 | Adjournment: Meeting was adjourned on June 19, 2024 8:48 pm |

Directors Signature:

Treasurer Megan Hubert: _____

President Joel Bruce: _____

Vice President Robbi Spady: _____