|  |  |
| --- | --- |
| **In Attendance:** | Kerri Emberlin, Donna Tune, Kevin Boudreault, Dwayne Schira, Kirsten Bell-Samson, Shelley Miles, Jason Hewitt, Bryan Thompson, Kirsten Thompson, Kurt Scott, Donna Laning, Scott McCracken, Doug Dwyer |
| Regrets: | Ryan Elliott,  |
| Welcome & Call to Order | 8:32 a.m. |  |
| Approval of the Minutes of Previous Meetings | 1. Change Regrets Kirsten Thompson to Kristen Bell-Samson
 | **Moved by:** Doug**Seconded by**: Kevin**CARRIED** |
| Business Arising | 1. Hamilton Bulldogs Update (as per Kevin’s email with poster, dates etc)

- we bought 350 tickets. We will be selling to make some money and the Bantams will be fully involved and receive a portion of the profits for their US tournament. Will need to be on the website and discussed at the parent meetings. IP will play ½ hour before game and Tykes will play during intermission. Novice and Atom Reps will be away at a tournament during this event. We will ask Intertown to not book games on December 11 if possible. |  |
|  |  |  |
| Dwayne Schira, President | 1. Need to pay McDonalds bill for the shirts. Kirsten has been provided the invoice
2. Meeting Thursday night with Mike Charlton. We are dealing with the issues and procedures around 2 deep rule and we are trying to keep up with the changes that are happening around issues with players/parents.
3. Drug and Alcohol policy – we need to look at that and the code of conduct and have all PeeWee, Bantam and Midget kids and parents sign off. **ACTION: Kerri to create sign-off form**
4. Meeting to be scheduled with Kory regarding role and changes in available ice time.
 |  |
| Kevin Boudreault, 1st Vice President (Rep Convenor) | 1. Jerseys – the jerseys will be ready next weekend but we are waiting for Bantam Rep sponsor. Yins has been waiting for representative to return from vacation. Donna L. should hear today. We may be able to have Procyk Farms to sponsor **ACTION: Kevin to follow up with Procyk if needed**
2. Old socks- we have bins filled with them. We can use them for practice socks.
3. Buying of jerseys – He has been approached by a few Rep Parents to buy their own jersey and have them custom made. They would like their own numbers. At the end of the season it may be possible to replace the jersey that they have worn throughout the season. **Motion: We don’t offer custom jerseys but if they would like to buy their own (not to be worn during games) they can speak with Donna T. First: Kevin Second: Dwayne Carried.**
4. The sound system was not working and Randy has fixed issues. The arena is responsible for the microphone. We would like to have all refs/time keepers in for training around equipment in the box and game sheet training. **ACTION: We will have a training night. To be scheduled between Donna L., Kevin B. and Ryan E.** We need to be aware of the heaters that don’t blow the breaker or warm up the ice in front of the box. There are 2 chairs that need to be replaced and Dwayne has 2 stools. The timekeepers also need to return clipboards on top of the team boxes.
5. If parents complain about not having music playing or names called we can ask a parent to come in to run the audio system while the timekeepers run the clock and update the game sheets.
6. Juvies: we had 12 Waterford players came out last night and we may get more from Port Dover cuts. We need a goalie and a head coach. Janine King will be manager. We need ice next Saturday and this is when we will make a final decision on Saturday, September 25th. Dwayne gave Kirsten ice time monies from the all skate.
7. Development – we are still struggling to get a plan submitted.
8. Jersey deposit – we need to develop a policy about deposits for jerseys to ensure that we are having them returned. **Motion: Give notification that if jerseys are not returned the player will not be able to register in the next season. Midgets will still be required to provide a deposit for their jerseys. If there is an issue this year we will make a procedure for org wide deposits. First: Kevin Second: Kerri Carried**
9. Our policy states rep tryouts must be attended for the 3 sessions. For the midgets we started too early as we may have had an opportunity to have players/goalies from other centres if we had of held off for a week or two.
 |  |
| Bryan Thompson, 2nd Vice President (Novice/Atom/PeeWee LL Convenor) | 1. LL moving along. We need a LL PeeWee coach.
2. We need a second Novice LL coach and ice as our numbers have warranted another LL team. We could use Riley H. and Aidan S. as helpers
3. We may have a bullying issue that we are keeping an eye on.
 |  |
| Shelley Miles, 3rd Vice President (Bantam/Midget LL Convenor | 1. Intertown meeting last week. We have 89 LL teams, Paris has now joined. Last year everyone played each other, this year each team will play 7 Home and 7 Away.
2. Final days March 11th B in Six Nations and 12th A - Ingersoll There are some discussions around changing dates from 2nd week in March and changing format of finals.
3. If we leave the tournament dates we may have 4 weeks gap between end of season and tournament.
4. Anyone under novice needs to use blue puck
5. New contact for oneDB – Linda Crab. Contact info to be provided to Kevin as well
6. Start of season is October 1 done Dec. 19 Second half: Dec. 29 – March 4
7. Delhi hosting Coaching clinic in October 1, Coach 1
 |  |
| Kirsten Thompson, Treasurer | 1. Just received bank statements
2. Currently have $129,000 in accounts and postdated cheques still need to be deposited
3. Issue with Nevada account and this caused issue with 50/50. Has opened an account specifically for 50/50. We now have 3 accounts. We have too much money in our Nevada account and Kirsten will see if money for jerseys has been transferred. There is $16,000 in the account. **ACTION: Next meeting we will discuss how much money needs to be spent and what needs to stay for the ATM.**
4. Ice scheduling is now being done by another new person and we are trying to work to have better understanding of how we are billed. At this time we have an invoice for $30000 but no information on what it was for. Bills are not itemized which can cause some issues.
5. Rob Welsh accountant is a coach and part of our organization and is giving great advice and helping Kirsten. **ACTION: Possible new accountant for next year.**
 |  |
| Kory Jolley, Development Director | ABSENT  |  |
| Scott McCracken, Tournament Director | 1. Tournament dates have been booked and Amanda has been a great help. Need to speak with Doug about the IP tournament at Christmas.
2. Scott will ask for assistance as needed
3. Will work with Kevin for ice time for the Friday night for the tournaments
 |  |
| Donna Laning, Operations Director | 1. All sponsor letters are out. There are extra letters for those who need them.
2. Needs a list of sponsors and whom they sponsor. List needs to be broken up LL vs. Rep as it is a different fee. **ACTION: KBS will send last year’s list to Donna L. and she will provide that information to Donna T. and Jason. We need to keep better record.**
3. Lots of 13/14 year olds doing training right now for time keeping and Ryan will come in as well to show them the game sheets. This should be done soon and we can do a write up the procedures and post in the booth as a reference.
 |  |
| Kurt Scott, Risk Management/Speak Out | 1. Police check forms will be handed to convenors to hand out at Parent meetings. We need a policy/by-law around police checks. **ACTION: KBS to draft.**
2. We need Kirsten and Jason to submit police checks
3. Need confidentiality forms signed by all exec members for next meeting. **ACTION: Dwayne to find confidentiality form and provide to all execs at next meeting.**
 |  |
| Doug Dwyer IP/Tyke Convenor | 1. Looking for approval of getting smaller nets for his division. **ACTION: Doug and Dwayne to discuss if it is possible to make our own or the cost of purchasing.**
 |  |
| Kristen Bell- Samson, Registrar | Registration: 241 (we had 264 with Juvies last year)– 34 new registered players62 paid users for RISIP - 28Tyke - 16Novice - 35 (We now need 2 Novice LL so need 9 – 10 am ice time on Sunday) Atom – 45PeeWee – 36Bantam- 32Midget- 48 + new goalie coming for Norwich- We need to have a cut-off date for registrations so we know numbers for tryouts. **Proposal: Open registration in July and close mid-August to be able to get numbers in. We can implement a late registration fee. Everyone would be emailed in February and a letter to go to all teams. We need to exempt IP/Tyke as they are not aware of processes and timing. There is a change needed in By-laws around late fees. Proposal to be brought to next meeting.**- Challenge around ice for Juvie and extra Novice team. We may need ice at another centre on a Saturday/Sunday. **ACTION: Dwayne, Bryan and Kevin to look at logistics for a Juvie team following this meeting.** |  |
| Shawna Cloet, Special Events | 1. 50/50 is set and will have tickets in a week or two – February 13th at 8pm for draw. Selling up until February 6th. **ACTION: Shawna to keep extra books with a sign-out sheet will be kept in the office.**

**ACTION: Kristen will put team lists up to make tracking easier.** We will be doing an incentive for selling of tickets as well. **Motion: Top seller gets one free general registration (rep fee not included) and every extra full book after your first book, your name will be entered into a draw for one free registration (rep fee not included). First: Shawna, Second: Shelley Carried**1. Bottle drive on October 29th. Novice rep will be in Paris but will help in other ways. Tyke and IP will hand out flyers. **ACTION: Shawna to call Hagersville, Simcoe and Port Dover beer stores to inform of drop offs.**

Suggestion: When we load trailers/trucks - have one for beer bottles, one for cans, one for wine/liquor bottles etc. Dwayne has a trailer that we can do another day drop off. Money goes directly to teams for tournaments. All teams must participate.1. Pictures – has not found a company yet. **ACTION: Dwayne will provide name of a company used by the Hericanes last year.** Tournaments to work around scheduling of pictures: November 18th -20th Atom?, November 24-27th Bantam. The first couple of weekends may work best. We will not use the company from the last 2 years.
 |  |
| Donna Tune, Media & Communications | 1. **ACTION: Donna will have the Atom Rep jerseys and socks to the team for their tournament next weekend.**
2. Socks – we have 80 in and final numbers have been received and more have been ordered.
3. Timekeeper/Ref module – still waiting for an answer from the webmaster. Service from them is difficult.
4. Not sure what sponsors for LL jerseys and Bantam Rep
5. **ACTION: When the names are assigned to teams they will be listed on website instead of LL1/LL2 etc. Donna T. must be provided the lists as soon as possible.**
 |  |
| Kerri Emberlin, Secretary | No report |  |
| Ryan Elliott, Referee in Chief | ABSENT Report per Dwayne – we are up with number of referees some are back and we have a few new ones. |  |
| Jason Hewitts, Equipment Manager | No report but will ask if help is needed. If you need to reach him, email is best as he works shifts. |  |
| **New Business** |
|  | 1. Girls dressing room policy needs to be addressed. We need to ensure that the girls dressing room is for females only. Moms can support girls who need help dressing. **ACTION: Dwayne will ask arena staff to assign the Visitor female dressing room as it should be. A sign “Females Only” will be posted on the Girl’s change room.**

It would be beneficial to have a locker for valuables in this room.1. Kevin: Upgrade to an electronic board has been requested by arena staff. Kevin looking for approval for money to move ahead. We have the t.v. to use but we need to provide the funds for the program. **Motion: Approve up to $500.00. Kevin first, Dwayne second carried**
2. Dwayne: Centre Ice. This is the last year of life for our centre logo. We need to replace – Jet Ice has done this previously. **ACTION: Dwayne to look at costs for replacing the logo and having an additional piece recognizing our 50th Anniversary for 2017**
3. Dwayne: Meeting October 1st. 125th High School Reunion in May we could do a Wing Ding Dance to raise funds both for the high school and for us as well. **Motion: Dwayne to put a proposal together. First: Dwayne Second: Kerri carried**
 | **Meeting adjourned 11:50AM** |
| **Next Meeting** | October 12th 6:00 pm followed by dinner |