



## BRANTFORD MINOR HOCKEY ASSOCIATION

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P.O. Box 28034, North Park Plaza P.O.  
Brantford, Ontario N3R 7X5

Brantford Minor Hockey Association  
Board Meeting  
February 10, 2015 6:30 pm  
Wayne Gretzky Sports Centre, Brantford, Ontario

1. **Roll Call**

In Attendance: Jeff Belanco, Ennio Trignani, John Klunder, Terri Webb, Chris Foster, Paul McCaig, David Kempa, Dave Sweeny, Kevin Gooder, Ray Roach, Bryan Bibby, Paul Huigenbos, Chris Blank, David Fielding, Kevin Murray, Shawna Wilson, Sean McAfee  
Not in Attendance: Jim Ryan, Don Pancoe, Greg Josey

2. **Agenda**

New Business  
Associate Directors  
Tryout Dates  
Bauer Rebate  
Midget AAA  
Spring Hockey  
Motion to approve Agenda  
Motion: Chris Foster Second: Terri Webb CARRIED

3. **Declaration of Conflicts**

No Declarations of conflict

4. **Previous Minutes**

Motion to approve Minutes January 13, 2015  
Motion: David Kempa Second: Kevin Gooder CARRIED  
Motion to approve Minutes January 22, 2015  
Motion: David Kempa Second: Chris Foster CARRIED

5. **Email Confirmations**

Motion to ratify email motions  
Motion: Ennio Trignani Second: David Kempa CARRIED  
Correction John Klunder declared conflict on Minor Peeewe AAA coach and assistant coaches' motions.



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### 6. Director Reports

- a. General Manager Report  
Consider goalie clinics throughout the summer
- b. Treasurer  
Updated Bank information  
Paul has met with Kevin and will start reaching out for next years budget.  
Then will look at rates for next year. Goal is for March draft budget to finalize in April.  
Financials as of 10-Feb-2015 presented.  
Will work on a summarized financial report for future.  
Revenue is close to budget.  
Expenses will be up but still looking at for March.  
Teams are up to date on their ice bills  
Motion to accept Reports  
Motion: Ennio Trignani      Second: Chris Foster      CARRIED

### 7. New Business

- a. Refund Policy  
Discussion: Membership legislation related to Sports. Check with lawyers on compliance.  
Motion to accept House League Refund Request Form and Representative Refund Request Form  
Motion: David Sweeney    Second: Ennio Trignani      CARRIED
- b. Ice Allocation Bills  
Allotment applies as long as the team is playing.  
Between Christmas and New Years are not included in billing.
- c. Roles and Responsibility of Associate Director  
Motion to include the Roles and Responsibility presented into the policies  
Motion: David Kempa    Second: Sean McAfee CARRIED
- d. Tryouts  
AAA to be completed by April 27, 2015  
AA/A tryout dates, Kevin to talk to other associations.
- e. Bauer Rebate  
Rebate is from December 1, 2014 and expires March 31 2015  
Options Goalie equipment, Midget AAA, House league coaches.
- f. Midget AAA  
Alliance going to introduce that next season bottom 3 teams would need to put an



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application to play for the next season.

Overview

Consequence of running or not running Midget AAA.

We are behind having the program, but what are the costs.

Biggest threat to program is multiple Junior C teams in area.

We are currently subsidizing program.

Strength would be a coach, who is trained and can recruit players.

Successful Alliance teams have a strong coach and a major sponsor.

Junior B team would like to work with BMHA on the future of this team.

Requested a dedicated room from City of Brantford.

Caution against funding to remove from future development

Allow more sponsorship and sources of revenue.

Coaching needs to be in place earlier that can move with players.

Committee needs to be in place as soon as possible to get on track.

Needs to start with parents from multiple years to form committee

Motion to go into camera

Motion: David Kempa      Second: Terri Webb      CARRIED

Motion to go out of camera

Motion: John Klunder      Second: David Kempa      CARRIED

Motion Dan Culbert for Midget AAA coach for next season.

Motion: Greg Josey      Second: Bryan Bibby      DEFEATED

Kevin Gooder declared conflict.

8. **Next Meeting**

March 10, 2015

9. **Motion to adjourn**

Motion: David Kempa      Second: Sean McAfee      CARRIED



# BRANTFORD MINOR HOCKEY ASSOCIATION

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## Board of Directors Meeting Agenda

Tuesday February 10, 2015  
6:30 p.m.

Wayne Gretzky Sports Centre  
Brantford, Ontario

Chair: Paul McCaig  
Secretary: David Fielding

No.	Agenda Item	Lead	Goal	Timing
1.	<b>Call to Order/Roll Call</b>			
	Call to Order/Roll Call	PM/DF		
2.	<b>Approval of Agenda</b>			
	Approval of Agenda (Declaration of Additions/Omissions)	PM	M/A	
3.	<b>Declarations of Conflict</b>			
	Declarations of Conflict	PM		
4.	<b>Approval of Previous Minutes</b>	DF	M/A	
5.	<b>Confirmation of Email Motions</b>	DF	M/A	
6.	<b>General Manager Reports</b>	KM	M/A	
7.	<b>Director Reports</b>		M/A	
	a. <b>Treasurer</b>	PH		
	b. <b>Tournaments and Special Events</b>	SM		
	c. <b>Representative Teams</b>	BB		
	d. <b>Recreational Teams</b>	JR		
	e. <b>Sponsorship and Fundraising</b>	TW		



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No.	Agenda Item	Lead	Goal	Timing
	<b>f. Coaching and Development</b>	GJ		
	<b>g. Parental Involvement</b>	JK		
	<b>h. Risk Management</b>	JB		
	<b>i. Equipment</b>	CF		
	<b>j. Officiating</b>	KG		
<b>8.</b>	<b>New Business</b>			
	<b>a. Refund</b>	DS	M/A	
	<b>b. Ice Allocation/Ice Bills</b>	DS	M/A	
	<b>c.</b>			
	<b>d.</b>			
	<b>e.</b>			
	<b>f.</b>			
	<b>g.</b>			
<b>9.</b>	<b>Next meeting</b>	DF	M/A	
<b>10.</b>	<b>Adjournment</b>	DF	M/A	



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Date of Report: 10-Feb-2015

### Email Motions

January 20, 2015

Motion to approve the purchase of the Brant Sports Excellence (Bauer 800) Jersey package.

Motion: Chris Foster      Second: Jeff Belanco      CARRIED

January 24, 2015

Motion addition of Jim Kettlewell as head coach of the Minor Pee Wee AAA hockey team, effective immediately and for the remainder of this current hockey season

Motion: Greg Josey      Second: Jeff Belanco      CARRIED

January 25, 2015

David Kempa acting as chair. We have a two part motion being brought forward regarding the appointment of a new treasurer, Mr. Paul Huigenbos.

First Motion.

In order to satisfy by-law 8.1.8 which says someone seeking an officers position on the board must have at least (1) year experience on the board of directors, unless this requirement is waived by a 2/3 majority vote.

As per eligibility requirements set out in 8.1.8 or the association by-law. I would like to motion to waive the requirements as set out and described below

Motion: Paul McCaig      Second: Ennio Trignani      CARRIED

Second Motion.

As per 7.2.2 appointment of directors of the association by law. I would like to motion the appointment of Paul Huigenbos to the position of Treasurer to serve the remaining term of the vacancy

Motion: Paul McCaig      Second: Ennio Trignani      CARRIED

John Klunder declared conflict.



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January 27, 2015

Motion: That the nominating committee required for the purposes of section 7.4 of the BMHA By-Laws be comprised of Ennio Trignani, David Fielding, Attilio Notarandrea and Alex Nagy. For to the make-up required under section 7.4, the Past President is specifically named, the one current board member would be David Fielding, and the two association members would be Attilio Notarandrea and Alex Nagy.

Motion: Ennio Trignani      Second: Bryan Bibby      CARRIED  
David Fielding declared conflict.

January 30, 2015

Motion: Add Jeff Walsh and Jason Maisoano as Assistant Coaches to Minor Pee wee Staff.  
Police checks required.

Motion: Bryan Bibby      Second: Terri Webb      CARRIED

Respectfully submitted by: *David Fielding*



# BRANTFORD MINOR HOCKEY ASSOCIATION

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Date of Report: February 8, 2015

## General Managers Report

- **Alliance updates**

- The Alliance AGM is June 5<sup>th</sup> and 6<sup>th</sup> at the Oakwood Inn & Resort in Grand Bend. BMHA currently has 8 rooms guaranteed for us, with a possibility of up to 5 more. Please check your schedules to see if you are available to attend and let me know asap.
  - a. There are 10 notices of Motions currently on the table for the Alliance AGM. Increase in payment of Officials is the biggest motion on the table right now.
- Hockey Canada Goaltending Certification.
  - a. Each Member Association to recruit and identify their Association Goaltender Facilitator/Instructor. This person will attend training and become certified. This is a new certification with Hockey Canada which they have found that it is an area that Canadian hockey is falling behind in comparison to the rest of the world.
- Development 1 Coaching Certification
  - a. Tyler Tolton presented the Changes coming down from Hockey Canada on D1 Certification, 2009 to Present Coaches are required to take Making Ethical Decisions on-line course to be fully certified. Coaches who take the course starting in July of 2015 will be required to take the MED course and be evaluated during a practice. A one page document will come out from the OHF how to register and complete the MED course as well as steps to be evaluated at a practice. ALLIANCE Hockey will forward this information once received.
- HP1 Certification clinics dates and locations were announced. For the coming season.
- I attended a registrars subcommittee meeting in Kitchener on January 28<sup>th</sup>, the big topic was the implementation of the Parent Respect in sport program for all alliance parents with 2004 or younger age player. With BMHA having implemented this one year in advance we are ahead of the process a bit but HL is going to be the biggest issue. I have recently checked on the progress in HL and have sent out reminder to Novice and Atom Convenors, and made sure the select team are complete, John Klunder was Cc on these emails.
- ALLIANCE Hockey Awards Program:
  - a. Trainer
  - b. Referee
  - c. Coach





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d. Volunteer of the Year

- **BMHA Updates**

1. Final number are close on the Wayne and Walter Tournaments, we should have a good picture on the financial for both for the March meeting.
2. Alliance select Championship registration was closed Jan. 15<sup>th</sup> with a final count of 85 teams including BMHA teams. Schedule has been completed and final approved by the Alliance and the city. We will be using Gretzky, Lions Park Civic Centre and Paris rink for this weekend. We do have to share some Gretzky rinks with another program during this weekend.
3. Paul Huigenbos and I have worked on some of the number as Paul gets working on next year's budget process. Please remember to get Paul any of your budget needs when he asks for them.
4. 3 on 3 registrations will start Monday Feb. 9<sup>th</sup> I'm still looking for convenor. Jim Baxter and I have started working on the schedule and if we get the ice we have requested we will finish this year at the end of June instead of end of July.

This year's big rule change will be in implementation of the buzzer so all teams have to make player changes every minute, which will keep the playing time fair for all levels.

5. Body checking clinic for all Minor Bantam players that want to tryout for the AAA team in April. We will schedule the clinic before the first tryout tentative date April 8<sup>th</sup>.
6. AAA tryout will start Monday April 13<sup>th</sup> team will have 14 days to select their teams. BMHA will supply 6 tryouts for each AAA team. Tryout cost to be determined during the Budget process.

**Respectfully submitted by:**

*Kevin Murray*



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Date of Report: 10-Feb-2015

### Special Events & Tournaments Report

#### **RBC Minor Midget Showcase**

- Committee meetings at start of September 2015
- Confirm members and chair
- Send Invitation emails early April 2014
- Analyze last years financials, determine 2015 budget

#### **Wayne Gretzky International**

- Committee meetings mid September 2015
- Confirm members and chair
- Analyze last years financials, determine 2015 budget

#### **Walter Gretzky House League**

- Committee meetings mid November
- Confirm members and chair
- Analyze last years financials, determine 2016 budget

#### **Alliance Select Championships**

- Registration closed
- Prizes and Giveaways supplied by Alliance

#### **99ers Homecoming**

- Explore the possibility of having an awards banquet for recognition of previous season team achievements, player achievements and awards. Maybe a dance/fundraiser tied into banquet?
- Analyze last years financials, determine 2015 budget

Respectfully submitted by: *Sean McAfee & Shawna Wilson*



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Date of Report: 10 February 2015

### Director of Risk Management Report

- Concussion Management Program still active.
- Ongoing Assessment & Rehabilitation process available and provided as needed for representative and recreational players.
- Complete Preparation for Submission of Batch #5 Police Checks.
- Updating & Management of Police Clearance Log Database on-going for current 2014-2015.
- Complete scheduling of remaining representative & recreational teams for their Anti-Bullying & Harassment Seminars.
- Review and Implementation of proposed Respect In Sport Parent Program prior to upcoming registration.

Respectfully submitted by:

*Jeff Belanco*



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Date of Report: February 9, 2015

### Equipment Report

- House league tender has been rewarded to Brant Sports Excellence. The Bauer uniform order has been put in motion.
- Bauer has updated the Rebate Program that credits BMHA 10% of Bauer merchandise purchased. BMHA total to date is \$11,000. This can be put towards any Bauer team unity products.
- Some suggested products to use for the rebate are tryout jerseys, tournament items, coaches jackets, and midget AAA support.

Respectfully submitted by:

*Chris Foster*



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Date of Report: 10-Feb-2015

## Treasurer's Report

- RBC Royal Bank
  - Signing officers on chequing account have been updated per BMHA Bylaws
  - Investigating electronic banking solutions with RBC to increase frequency of statement download and reconciliation of account
  - Working with RBC to understand guaranteed investment options for cash reserves
- Fiscal Year 2015/16 Budget
  - New budget model implemented to help improve accuracy of estimates and understand profitability by profit center
  - Budgeting of variable revenues and costs for all profit centers are coming along well
  - Budgeting of fixed revenues and costs for all profit centers and cost center are underway
  - Directors can soon expect an email seeking estimates for their respective budget line items
  - Planning to share draft budget at March's Board meeting
- Year-to-Date Results and Projections
  - YTD results are current with the exception of January bank reconciliation; Waiting on delivery of statement from RBC
  - Planning to present a projected finish of total revenues and expenses in March
- Accounting and Reporting
  - Need to review financial reporting capabilities of accounting package to understand what improvements we can make to how results are presented at Board and adhoc meetings; More on this once budgets are complete
  - Need to review accounting policies and how they are applied with respect to internal reporting of financial results; More on this once budgets are complete

Respectfully submitted by:

*Paul Huigenbos*



## BRANTFORD MINOR HOCKEY ASSOCIATION

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Tuesday February 10, 2015

### Director of Parental Involvement Report

New concern(s) without initial meeting yet:

0

Ongoing concerns that have had an initial meeting but not yet resolved:

- 1 Midget House League – had 2 meetings and a 3<sup>rd</sup> meeting planned

Concerns that are resolved and a wrap-up letter has been circulated to relevant parties:

- 1 Minor Pee wee AAA
- 2 Major Atom A

Respectfully submitted by:

John Klunder



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### Officiating Report

February 09, 2015

- As a follow-up to the meeting with GROA in January a letter was written and submitted to all H/L Midget Teams in regards to excessive profanity and dirty play and how Officials will be dealing with it.
- Follow-up on various incident reports with both Player, Coaches and Officials.
- Ongoing referrals for new Officials and Time Keepers to the GROA completed for next season.

Respectfully submitted by:

*Kevin Gooder*



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Date of Report: 10-02-2015

### Recreational Hockey Report

- Playoffs upcoming, schedules are in the website
- Super Saturday meeting, we decided on Coaches gift, and trophies/medals for finalist and winners
- 4<sup>th</sup> referee added to Mid/Juv to stem issues of dirty play, and non-calls that we got complaints about, after meeting with Officials group & Kevin Gooder
- Investigation into incident Jan 25 in the hallway by Rink 2/3 ongoing, John Klunder has been involved and a meeting has occurred, further follow up needed
- HL evaluations planned for Feb 28<sup>th</sup> preactice dates, we will add results to existing data from September

#### Respectfully submitted by:

Chris Blank  
Asst Director Rec Hockey





## BRANTFORD MINOR HOCKEY ASSOCIATION

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Date of Report: 02-09-2015

### Director of Rep Report

- Minor Atom AAA- Team in Consolation round 0-8-2 last 10 games
- Major Atom AAA- 1<sup>ST</sup> round bye- down 1 game to 0 in round 2
- Minor Pee-wee AAA- 3-1 with new staff. 18 goals for 5 against
- Major Pee-wee AAA- Won 1<sup>st</sup> round 3-1 against Kitchener.
- Minor Bantam AAA-Team going to Consolation round. Improving
- Major Bantam AAA- Lost 3 games to none in round 1 againnst Waterloo
- Minor Midget AAA- In preliminary round
- Major Midget AAA- Ended with only 6 wins. Are tied 1-1 with first place Windsor in Quarter Finals.

- Minor Atom A –Went 4-6 in final 10 games (9 wins this season)
- Major Atom A – 5-5 in last 10 games (lost 3 in a row)
- Minor Pee-wee AA- 4-6 last 10 games . (Assistant coach left Team )
- Major Pee-wee A- Won single A division, went 8-1-1 in last 10 games.

Minor Bantam AA- Quarter Finals start Feb 10<sup>th</sup> against Woodstock will be good series.

- Major Bantam A- 5-2-3 last 10, playing Waterloo in Quarter Final
- Minor Midget AA- 2-7-1 Last 10 Games



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-Major Midget A- Playing Woodstock in Quarter Finals. Went 3-5-2  
last 10 games and did win 2 on Road after Christmas.

Respectfully submitted by:

*Bryan Bibby*



## **Brantford Minor Hockey Association – Director's Report**

P.O. Box 28034, North Park Plaza P.O., Brantford, Ontario N3R 7X5

**Date of Report: Feb-2015**

### **Development Committee Report**

**Committee:** T. Webb, D. Pancoe, R. Roach, D. Kempa, D. Dcan, G. Josey, B. Bibby, J. Ryan

**Player Development: Tyke & Novice Clinics near completion (under direction of R. Roach):**

- Power skating and puck handling (*Tyke and HL Novice* – Glen Hayhurst)
- Puck handling, passing and shooting (Rep *Novice, Atom* – Rob Crocock)
- A group of *Tyke/Novice* Goalies are included in both sessions – (Ray Roach)

**Coach Development:**

- HPI certification Update:
  - HPI discussions continue with mi Bantam – ma Midget coach applicants.
  - Currently BMHA has ...
    - 3 HPI certified coaches in system (Culbert, Kettlewell, Dedobbelael).
    - 2 coaches who have completed training; final evaluation outstanding (Nagy, Corpse).
    - 3 confirmed applicants for the 2015 HPI training sessions (acceptance outstanding).

**AAA Coach Selection:**

- Application deadline was been extended to Jan 30 (from Jan 5<sup>th</sup>).
- AAA coach interviews have commenced; 24 AAA applicants for 8 teams (3 to 1 ratio achieved).
- Advertisement in 2 zone newspapers for AAA coach applicants resulted in minimal response (1-2).

**Immediate Next Steps (Feb-Mar):**

**AAA Coach Selection:**

- Feb 20: Initiate coach application process for A/AA and MD coaches.
- Feb 30: Selection Committee to finalize AAA coach selection (endorsement for Board approval).
- Mar 10-12: Board Approval of AAA Coaches; Communication to all interviewees to follow.
- Mar 15: Initiate determination of Roger Neilson attendees.

**Respectfully**

Greg Josey



# BRANTFORD MINOR HOCKEY ASSOCIATION

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## REPRESENTATIVE TEAM Refund Request Form

Player Name: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_  
Postal Code: \_\_\_\_\_ Phone: \_\_\_\_\_ Division: \_\_\_\_\_  
Email Address: \_\_\_\_\_ Cheque to be made payable to: \_\_\_\_\_  
Reason for Refund: \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### REFUND POLICY

You **MUST** complete this form to receive a refund. Refund requests will **NOT** be accepted in any other format.

All refunds are subject to an administration fee. Tryout Fees are not refundable. Team Fees will be assessed separately and must be settled to the satisfaction of Brantford Minor Hockey prior to the refund being paid.

#### Pro- Rated Registration, Rep and Zone Fees Refund Schedule

- Prior to September 1 - Registration, Rep and Zone Fees less \$100.00
- September 1 to September 30 - Registration, Rep and Zone Fees less \$400.00
- October 1 to October 31 - Registration, Rep and Zone Fees less \$800.00
- November 1 or later - No refund granted unless for medical reasons
- Absolutely no refunds after November 30.

#### **PLEASE NOTE:**

1. Advising a coach, convenor or any other person at Brantford Minor Hockey of your wish to withdraw is not considered a formal refund request and will not be processed as such.
2. It is the responsibility of the individual submitting this form to request and receive a receipt confirming that the form has been received by the General Manager of Brantford Minor Hockey.
3. The date used to determine the refund amount will be the date this form is received by Brantford Minor Hockey.
4. Additional charges will be assessed if uniforms have been given out and they are not returned.
5. Registrations paid by credit card will be refunded to the credit card. All other refunds will be issued in the form of a cheque and mailed to the address given on the Refund Request Form.
6. Please allow 3 to 4 weeks for processing and receipt of your refund.
7. Request for special consideration due to a medical condition must be submitted in writing to the General Manager of Brantford Minor Hockey as soon as reasonably possible and prior to November 30. A doctor's note indicating that the player is unable to participate for the remainder of the season will be required as a precondition for such special consideration. Each case will be assessed on an individual basis and will be at the sole discretion of BMHA.

FOR OFFICE USE ONLY				
DATE RECEIVED	AMOUNT PAID	PAYMENT/REFUND METHOD	REFUND AMOUNT	DATE ISSUED



# BRANTFORD MINOR HOCKEY ASSOCIATION

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## HOUSE LEAGUE Refund Request Form

Player Name: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_  
Postal Code: \_\_\_\_\_ Phone: \_\_\_\_\_ Division: \_\_\_\_\_  
Email Address: \_\_\_\_\_ Cheque to be made payable to: \_\_\_\_\_  
Reason for Refund: \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### REFUND POLICY

You **MUST** complete this form to receive a refund. Refund request will **NOT** be accepted in any other format.

All refunds are subject to an administration fee. See chart below:

- Prior to 3<sup>rd</sup> Saturday in September - Full Refund
- 3<sup>rd</sup> Saturday in September to September 30 - Registration Fees less \$50.00
- October 1 to October 31 - Registration Fees less \$150.00
- November 1 to November 30 - Registration Fees less \$200.00
- December 1 to December 31 - No refund granted unless for medical reasons
- Absolutely no refunds after December 31.

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FOR OFFICE USE ONLY				
DATE RECEIVED	AMOUNT PAID	PAYMENT/REFUND METHOD	REFUND AMOUNT	DATE ISSUED