

# YELLOWKNIFE MINOR HOCKEY ASSOCIATION

## EXECUTIVE COMMITTEE

### Meeting Minutes

When: 04 March, 2008 @ 7:00 pm

Where: PSAV Room, Multiplex

Present: Nick Lawson, Kim Schofield, Colleen Zorn, Garry Burt, Alan Denroche

Regrets: Kevin McCormick, Laramie McKerrall, Rod Tordoff

#### 1.0 INTRODUCTIONS

#### 2.0 REVIEW OF AGENDA

#### 3.0 REVIEW OF PAST MINUTES

Minutes of February 6, 2008, moved by Colleen, seconded by Kim, all in favour, motion carried unanimously.

#### 4.0 BYLAW

The draft bylaw has been posted on the website inviting comments. No comments had been received to date. Special general Meeting to review and pass new bylaw set for April 10. Need a meeting room and posting of advertisement in newspaper and on website.

Action: Laramie

#### 5.0 LEAGUE PROGRAM

##### 5.1 Tournament

What would we do different the next time? What are the areas of improvement? The tournament planning guide will be amended to reflect these improvements. Nick will circulate the Planning Guide for comments to be sent to Kevin or Nick.

Action: Nick

#### 6.0 DEVELOPMENT PROGRAM

##### 6.1 Coach Development Plan (Kevin/Rod)

Rod and Kevin not in attendance – no discussion

#### 7.0 DEVELOPMENT TEAMS

##### 7.1 Record of Travel

Canadian North expects to see increased travel on their airline. We need a record of all team trips taken during the season and the means of transport. Need to send a request to all Governors and Development Team coaches asking them to provide a listing all trips and transportation used for tournaments.

Action: Colleen/Rod

## 8.0 SPECIAL EVENTS

### 8.1 Year-end Awards

Year end awards night for atom, peewee, bantam and midget set for April 17. Detailed planning to address all requirements listed in the planning guide needs to be initiated. Contact Governors for nominations. Initiation and Novice will have separate awards ceremonies to be planned by their governors.

Action: Nick

Unless digital photos are provided a minimum of two weeks in advance of the April 17 Awards night, the slide show will be cancelled.

## 9.0 ADMINISTRATION

### 9.1 Disposal of Old Uniforms

As Laramie was not present this item was not discussed.

### 9.2 Policy Exemptions

In recent weeks, we have had a number of requests for policy exemptions. It is not unreasonable to receive or consider such requests as policy statements can rarely address all specific circumstances. It is reasonable to assume that a legitimate case can be made for an exception on a case by case basis. It would be helpful to have a set of guiding principles which would help us consider these requests in a systematic manner. It was decided that guidelines or a policy on how to deal with special cases for exemption to policy should be developed.

Action: Nick  
Kevin

### 9.3 Disciplinary Review

The recent AWG Bantam incident was raised as potentially falling within the scope of the Association Code of Conduct. The incident is currently under Hockey NWT review. YKMHA may need to review the results of HNWTs actions with respect to this incident however nothing will be done until the YKMHA is apprised of HNWT decisions.

## 10.0 FINANCE

### 10.1 Tax Receipts

Tax receipts will be distributed to governors for distribution to members.

Action: Kim

## 11.0 SPONSORSHIP AND FUNDRAISING

### 11.1 Ticket Sales

Gary reported that ticket sales for this year's lottery raised approximately \$13,000.

### 11.2 Disposition of Lottery Funds

It would seem prudent to develop a policy statement with respect to the use of the lottery funds so that the ultimate use is apparent to all members. The first draft of such a statement is appended for review. Please provide comments to Kevin by email.

### 11.3 Contribution from the Canteen Owners

Canteen owners provided free meals to evaluators during AWG territorial trials. They provided a total donation to YKMHA of \$1000, approximately \$500 in meals, the remainder by cheque.

### 11.4 Team Sponsors – Agreement

In recent discussions between Kevin, Kim and Janet Toner it was agreed that it would be most effective to develop a five-year written agreement with each team sponsor – similar to our agreements with Canadian North and McKay. This arrangement may need to be phased in over a couple of years. It was agreed that Sponsors would be contacted to see if they are supportive. A draft agreement would then be drafted for review.

Action: Kim

### 11.5 McKay LLP Agreement

The agreement is complete but needs the signature of YKMHA President.

Action: Kevin

## 12.0 ORGANIZATIONAL ISSUES

### 12.1 Program Options – Member Survey

About 80 responses have been received to date. Kevin is currently completing an analysis of the results which will be posted on the website for member information. The analysis is not complete but the current draft is attached for information and review. Comments welcome.

### 12.2 Organizational Structure

#### a) Modifications to the Governance Page of Website

Dave has been preoccupied with other activities in the recent weeks. This will be completed when he has some spare time.

#### b) Position Descriptions for Directors.

The position descriptions have been approved by most directors via e-mail vote. These position descriptions should be posted on the website in advance of the AGM.

### 12.3 Year-end Surveys

The content of the year-end surveys were approved by e-mail vote. They will be sent to Polutnik shortly for posting.

Action: Kevin

The annual evaluation of Association programs will be distributed to all members and the evaluation of elected and nominated volunteers will be distributed to only the Executive, governors, coaches and other nominated volunteers. We will need a special broadcast e-mail for the latter survey.

Action: Laramie

It was decided that the surveys should be distributed at the end of March

Action: Kevin

## 12.0 REFEREE AT PEEWEE TOURNAMENT

There was some question about an incident involving a referee during the peewee tournament final game. YKMHA will investigate

Action: Kevin

## 13.0 SCHEDULING

It was noted that during a scheduled bantam game between Haks and Diavik, neither the referees nor the DIAVIK coach was present. This prevented a game from occurring.

## 13.0 NEXT MEETING

It was decided that the next Executive Committee meeting be held on 02 April.

Prepared by: Nick Lawson  
Approved: April 02, 2008