

# Banff Minor Hockey Association

## Board Meeting

### Tuesday May 23, 2023

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In-person attendees: Chris Hughes, Debra Kapitzke, Fred Lambert, Jeremy Morin, Andrea Howie, Daryn McCutcheon  
Alison Burger, Dave Petch, Chris Lamothe,

Not present –John Doherty, Colin DeBaie

Minutes by Alison

18:32 Call to order  
Chris H. to chair the meeting

#### 1. Approval of Agenda

**MOTION:** Chris H., to approve agenda  
Andrea seconds  
All in favour, motion carried

#### 2. Registration Dates and Fees

##### ❖ POND

- Will decrease pond to one day a week (Wednesday) from October 18 thru December
- Price will be \$275 for one day a week, cap at 12 players; ages 9-13.
- Pond registration to close September 15
- Will run try-it program every Monday in November
  - Want to try to increase awareness of hockey with New Canadians
  - Work with BES and TOB to get the word out; need face to face conversations
  - Have representatives speaking with parents while kids are participating in the try-it program
  - Pond name needs clarification on marketing materials

##### BOARD GOAL:

To grow participation in pond through the try-it programs.

Best case would be such an increases in numbers that we could run two days a week January thru March

##### ❖ U PROGRAMS

- June 1 registration to open
- June 30 registration closes, except U7
- 2023 BMHA team offerings, numbers (waiting list starts after caps noted below) and fees:
  - U7 No Cap - \$450
  - U9 RHL – 28 player cap - \$700
  - U11 RHL – 18 player cap - \$800
  - U13 RHL – 18 player cap - \$825
  - U15 CAHL – 18 player cap - \$825
- Admin. fee of \$50 will be applied to any registration accepted after June 30

### 3. Tournament Fees

- Presented by Andrea (document available upon request)
- Possibly combine U13 & U15 into one tournament
- Reach out to hotels for deals to send out with tournament registration packages

**MOTION:** Chris H, to accept registration and tournament fees as presented  
All in favour, motion carried

### 4. Review of Financials

- ❖ 2022/23 Financial review
  - To be done at AGM
- ❖ 2023/24 Budget
  - Andrea will amend base on pond discussion
  - To review at AGM

### 5. Player Movement

\* Daryn recuses himself due to conflict of interest and leaves the room

- ❖ Player movement to higher division policy amendment
  - Original - PLAYER MOVEMENT TO A HIGHER DIVISION  
All players must register in their own age division. BMH guideline for player movement to a higher age division will only be considered if the player is evaluated in the top third of the highest category. If the player makes a higher division, applicable fees must be paid. All player movement is subject to approval by the BMHA Executive Board. Any player movement between divisions for the purpose of structuring a team requires the approval of the BMHA Executive Board.
  - Revised - PLAYER MOVEMENT TO A HIGHER DIVISION  
BMH guideline for player movement to a higher age division will be considered if the player is deemed to be at an exceptional level for his/her age group and would rank in the top third of the level they are wishing to join. Extenuating circumstances may also be considered on a case by case basis. If the player makes a higher division, applicable fees must be paid. All player movement is subject to majority approval by the BMHA Executive Board. Requests must be made in writing to the President of BMH.

**MOTION:** Debra, to amend the player movement to a higher division policy for the purpose of clarity  
All in favour, motion carried

#### ❖ One submission for player movement

- From: Daryn McCutcheon  
Sent: March 20, 2023 10:49 AM (email available upon request)  
Requesting Willow be moved up to U11
  - Willow started with a group of girls in U7, we would like to keep the girls together in a male dominated sport

**MOTION:** Chris H., to allow Willow to register for U11  
All in favour, motion carried

\*Daryn is invited back into the meeting

6. Paid Admin./Tournament Coordinator position

- Someone to help:
  - provide support to team managers
  - Go to person for tournament ordering
  - Helping with team tournament registration
  - Focus on revenue generation
- Andrea would take on training

**ACTION:** Debra, Andrea and Alison to draft a job description to be reviewed at the AGM

7. New Business

- A. Policy and Procedure working group updates - discussion points
  - We want an easy to follow Policy & Procedures layout
  - We have started the process of updating ours
  - We will add a coach, player, parent pledge to this years registration
- B. Coach/Manager application process – discussion points
  - Will have a deadline to apply for coach and manager positions this year; July 15 – August 15
  - Will have a committee to review the applications and assign positions
  - Would like to have a coaches/managers meeting in late September early October
- C. Review director roles and positions
  - Summer project
- D. Logo and apparel
  - Summer project
  - Will look into cost /budget of hiring a graphic designer to help
- E. Association growth; Pond and U7 specifically
  - Discussion was had during registration fees, see above
- F. Website updates
  - Summer project
- G. AGM agenda
  - Will use the BMHA template
- H. Miscellaneous
  - Outdoor hockey rink – long term goal for the BMHA Board

**MOTION:** Debra, to drafting a letter for future consideration of an outdoor hockey rink in Banff  
All in favour, motion carried

**MOTION:** Chris H., to Adjourn at 20:44  
Alison seconds  
All in favour, motion carried