



# HMHA AGM

**2023-2024**

**Thursday, April 18th @6:30 PM - 9:00 PM**



**2023-2024 HMHA  
BOARD MEMBERS**



President	<b>MICHELE SNOW</b>
Vice President	<b>SARAH HENKEL</b>
Secretary/Social Media	<b>JENNIFER DUNCAN</b>
Registrar	<b>ALICIA COX</b>
Ice Scheduler	<b>NICOLE KIRKPATRICK</b>
U7-11 LL Director	<b>CARA MCQUEEN</b>
U13-18 LL Director	<b>JAIME RUDGE</b>
Development Director	<b>QUINN SCOTT</b>
Referee Director	<b>BRETT MCCULLOCH</b>
Minor Officials Director	<b>PENNY WILDER</b>
Sponsorship Director	<b>TAMMY MCDOWALL</b>
Head Trainer	<b>JOE CREMER</b>
OMHA Rep	<b>LYLE BULLEN</b>
Rep Director	<b>Vacant</b>
Equipment Director	<b>Vacant</b>
Tournament Director	<b>Vacant</b>



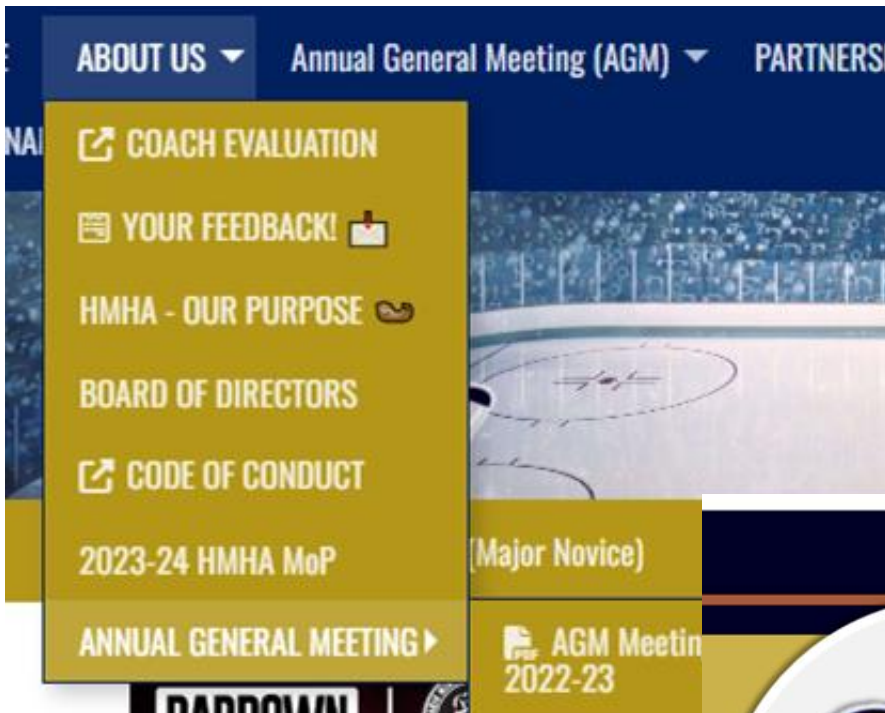
# 2023/24 ANNUAL GENERAL MEETING AGENDA

1. Call to Order
2. Confirmation of Minutes last season
3. Officer Reports
4. Nomination of Officers and Directors
5. Financial Report
6. Motions / Comments
7. Election of Officers and Directors
8. Other Business - Open to the Floor
9. Adjournment

**Motion to approve agenda as is: Dan and Adam**



# CONFIRMATION OF 2022-2023 HMHA AGM MINUTES



## Quick Overview

- 82 member attended LY AGM
- 430 total hockey registrants
- Registration was opened May 2023 and closed August for planning

## Motions from the floor

- Standardize fair & equitable player/team selection process
- Utilize Burks Falls ice
- Regulate suspension process - OMHA

**Motion to Approve and Second Jay C and Dan V**



# PRESIDENT

## REPORT

Welcome to the HMHA 2023-24 Annual General Meeting. I call this meeting to order.

On behalf of the HMHA board, I want to thank the club for another great year of hockey. It wasn't without challenges, but that's to be expected with a lot of new members learning new roles. I want to thank the families who have been patient and supportive with each of us as we certainly experienced a unique year.

Your board worked hard this year:

- Started My First Jersey program with Tim Hortons
- Improved Website
- New lighter, slimmer Rep Jerseys
- Visibility to full team schedules early in the year to help families plan and support officials and time keepers
- SportsHeadz was used to keep families informed over the season and a great resource to foster team communication.
- Sports Lab Partnership on Concussion prevention
- Created a new Purpose, Vision and Mission statement that aligns with today's youth.
- Created a Feedback Portal for players or members on their hockey experience. You don't have to wait to the end of the season to let us know what's going on.
- Created a Coach Evaluation Survey to gain insights and feedback on the support your player received all year long from their Head Coach and Bench staff
- BBQ Fundraiser with one of our team sponsors Meat the Butcher
- Enter the Santa Claus Parade with an extraordinary turnout from the U13 D team along with some U9, U11 and Timbit players.

Cont.



# **PRESIDENT**

## **REPORT**

We are certainly not perfect, the season wasn't perfect. Everyone sitting up here was all committed to making the hockey season a positive and enriching one for our kids. If you have questions, thoughts, ideas please send them our way. In doing so, please be respectful. We all volunteer a great deal of our personal time to make each season better than the last.

Thank you Head Coaches, Assistant Coaches, Trainers, Ice Helpers, Timekeepers Officials, our incredible sponsors and countless volunteers that dedicate so much of their own time to help our hockey programming.

It's not an easy feat communicating to 400+ members, so another special shout out to our Team Managers who stepped up and took on the role of communicating pertinent information to our hockey families.

Good volunteers are hard to find, and we had such a tremendous support system from so many people this year - THANK YOU! We couldn't do it without you and we wouldn't want to.



# SOCIAL MEDIA REPORT

Facebook **38%** increase in followers → 377 (2023) vs 520 (2024)

Instagram **115%** increase in followers → 208 (2023) vs 447 (2024)

# REGISTRAR REPORT

462 Initial Registrations

**433 Rostered Players**

**114 Rostered Bench Staff/ Volunteers**

Registration increased by **23%** over the last 2 years

8% increase from year prior to COVID Pandemic

Hope to launch 2024-2025 Registration by end of May or Early June.





# ICE SCHEDULER REPORT

Huntsville & South Muskoka have the largest associations in all of Muskoka/Parry Sound and Georgian Bay Area making scheduling difficult for our 2 centres. Ice is based on the Towns Ice Allocation Policy, ice availability as well as the registration fees that pay for the ice. Below is a breakdown of ice for all Local League (LL) and Rep ice over the 2023/2024 season.

## ICE SUMMARY

**Total Teams = 27**

- Rep Teams 8
- LL Teams 19

**Total Ice Slots = 1036**

- Rep Tryouts = 11
- Practices = 782
- Exhibition Games = 30
- Regular Season Games = 178
- Post Season Games = 35

**Approximately 1096 hrs**

## ADDITIONAL ICE

**Development Skills Clinics:**

- 2 Goalie Clinics
- 1 PEP Clinic (PowerEdge Pro)
- 1 Rep Advanced Skills Clinic
- 1 LL Development Clinic
- 3 Development Skills Clinics (LL/Rep)

**MPS LL Championship - U11**

- 2 weekends



**Overall: Ice scheduled according to player pathways was issued and all unused ice from Development was released on time to avoid penalties/fees. Cost was kept under budget for the 2023/24 season!**





# REPRESENTATIVE HOCKEY

## REPORT

Great season of development and wins with 8 full rep teams this year. Thank you to ALL bench staff and managers that helped make this season successful and fun for these kids. Thank you parents for the dedication driving your players all over MPS and GB for games each weekend.

### Highlights from the season:

- ALL STAR GAME - April 14th in Wasaga Beach (13 players & 2 Goalies U11-18 Rep B & D)
- U15B winning the division title within MPS/GB and moving on to participate in Red Hats
- New H/A jerseys were a success - many compliments coming from other associates
  - Working toward a smoother fitting/number process next year - *suggestions coming in from Managers this past season*
- Challenges with ALL D (AE) teams being unfairly matched for games within MPS/GB due to centre classifications.
  - OMHA rules are changing for 2024-25 season which looks promising for all second entry teams
- iPads(GS) teams shared iPads vs each team having their own. No issues with this change.
- Online Portal (HMHA Website) for managers/coaches to submit travel permit - huge success. This ensures all travel permits were completed on time, ice scheduler could enter details into system and treasurer could issue funds if needed. - This will continue for the 2024-25 season.

- **OMHA AGM - date TBD**





# U7-11 LL DIRECTOR REPORT

## U7 Summary:

- Four teams total on two shared ice times, one weekday and one-weekend practice.
- U7 played 8 exhibition games this season.
- U7 entered two Jamborees this season.

All games and tournaments were offered to all major players (or Group 2). This inclusive approach provided the greatest amount of development to the greatest number of players based on interest and demand.

**Volunteers:** Overall we had more than enough volunteers in Group 2, however, Group 1 (minors) and initiation players require more support. We will need to recruit Head Coaches and on-ice helpers to fully support both groups next season as the majority of coaches and on ice helpers are advancing into U8 next season.





### U9 Summary:

- 4 teams plus a Select team. Shared practices all season.
- U9 played 11 games during the regular season, which started on January 12, and each team attended at least one regular season tournament.
- U9 brought home several tournament wins in Gold, Silver and Bronze this season.
- MBRP won the C Pool - LL Championship
- Revel Design won the B Pool - LL Championship

**Volunteers:** U9 had 4 fully rostered benches plus a Select Team.

### U11 Summary:

- 3 LL teams with fully rostered bench volunteers. Rotating between one shared ice practice and a solo team practice every third week.
- All teams attended at least one tournament.
- Dynamic Electric won B Pool at LL Championship weekend.
- U11 LL Championship was hosted in Huntsville.

**Volunteers:** U11 had 3 fully rostered benches plus additional on-ice support from the HMHA at large coaching roster.





## LOCAL LEAGUE SUCCESSES:

- U7 focused on more development for all players born 2017-2018. This approach allowed the Association to maximize the number of participating players, giving more game time opportunities.
- Overall we implemented an evaluation method that was consistently applied.
- Recruited several new team managers and coaches this season in U7, U9 and U11.
- All LL teams attended a minimum of one regular season tournament.
- HMHA hosted the U11 LL Championship weekends.
- Consistent representation and advocacy on behalf of the HMHA at the MPSLL.



# U13-18 LL DIRECTOR

## REPORT

### U13 - Near North

- Played 16 LL games
- 1 tournament in Newmarket

### U13 - North Country Contracting

- Played 18 LL games

### U15 - Little Caesars

- Played 18 LL games
- 1 tournament

### U15 - Ryan McKean Excavating

- Played 17 LL games
- 3 tournaments

### U18 - Budget Blinds

- 3rd place in the regular standings
- Played 20 LL games

### U18 - Bullocks

- 4th place in the regular standings
- Played 19 LL games

### U18 - McEwan

- Played 22 LL games

\* No tournaments for any U18 teams due to inclusion of overage players.

\* Goalies were our largest struggle throughout the season and also finding coaches in the early weeks of the pre-skates





# REFEREE/OFFICIALS DIRECTOR

## REPORT

- Started the year with 8 returning referees, 4 crossovers from the OWHA, and only 3 of them being Level 3 referees. This made for a busy start of the season.
- 7 new referees joined following the Entry Level clinic in October
- 2 referees were upgraded to Level 3 in January
- **Ended the season** with a total of **14 referees and 5 crossovers** - hope to retain as many as possible next year.

# MINOR OFFICIALS DIRECTOR

## REPORT

- 14 new timekeepers this season. Many others returned from previous years.
- As of now 15 timekeepers have said they're coming back. There will be recruiting and training in the fall. Everybody did a great job moving up in game levels.
- In addition to regular season games, provided timekeepers for associations from out of town, mens tournaments and Knights of Columbus. Organizers were happy with their performance.
- The introduction of e-transfer for timekeepers pay went well.
- Recruiting a new Minor Officials Director willing to shadow Penny, as she will not be returning next year.





# HEAD TRAINER

## REPORT

- This past season I reached out to Sport Lab and formed a partnership with them. Dr. Grieb and I worked together to come up with a **concussion awareness protocol** for HMHA. Both myself and Dr. Grieb look forward to continuing our partnership and improving this very important protocol.
- Over the 2023-24 season I had a few bench staff reach out to me about **advice on injuries** and what **documentation** would be required. I also helped find trainers to fill in for other teams when they needed a trainer.
- **Specific example:** U15 player who was checked from behind into the boards. I was contacted about this by the parent of the child. I educated them on signs and symptoms of a concussion. After speaking with them and learning more about the athlete's injury I felt that this was a concussion and the parents took the athlete to Sport Lab for further testing and he was confirmed to have sustained a concussion. This child missed over 2 weeks of sports and was absent from school for some time due to his injury. This athlete followed the concussion protocol that had been developed and made a full recovery and returned to all activities. The importance of concussion awareness, the education behind what happens when you receive one, how to diagnose and manage post concussion certainly helped get this athlete back to full activities.
- **WHEN IN DOUBT SIT THEM OUT!** After being in this role for a year, I see areas where I can help educate coaches, trainers and parents in not only concussion awareness, but injuries in general.



# SPONSORSHIP DIRECTOR

## REPORT - New Policy

### Sponsorship

Split into two sections, HMHA Level Sponsorship and Tournament Sponsorship

### Team Sponsorship

- Falls into the Associations responsibility to secure team sponsorship

### Tournament Sponsorship

- The allowable solicitation of tournament sponsors (some companies are prohibited by the OMHA)
- 3rd jersey guidelines, including Right of First Refusal by the team sponsor
- Guidelines for financing of tournament entries with the Association
- Quantity of tournaments are governed by the MPSLL and MPSHL

**Motion to Approve and Second Jay C and Kerri M**







# New Sponsorship Policy (cont'd)

## Fundraising

Split into two sections, HMHA Level Fundraising and Tournament Fundraising

### HMHA Level Fundraising

- Fundraising events organized by the HMHA to assist with keeping hockey as affordable as possible
- Used for all players and families

### Team Level Fundraising

- Fundraising efforts not to exceed proposed budget costs
- Fundraising to be completed in the reasonable persons good taste
- Funds raised must be documented on the teams budget
- Non-compete with HMHA fundraising efforts
- Procedure for lotteries, game of chances, etc. (This included 50/50 draw)
- HMHA logo use must be pre-approved by the HMHA Board
- Guidance on the amount of fundraising funds that may be spent on tournament teams (such as t-shirts for the team, team food, conference room at tournament, etc.)



	Actuals end of season	2023/24
<b>Income</b>		
Registration	228528.41	220000
Credits (shortened season 21/22)	0	0
Development	12974.47	
Try out fees		
Rep fees	48440.65	38250
Sponsorship	38669.03	29000
Team recoverable REP	27838.76	
Team Recoverable LL	9745.46	
Tournament registration	0	0
10% kick back from website	1377.96	1000
Misc	1275	
Donations		
<b>Income total</b>	<b>368849.74</b>	<b>288250</b>
<b>Expenses</b>		
Admin	5160.22	5000
Bank fees	4964.22	5000
Coach training	3965.69	2500
Development	8637.88	3000
Equipment	50717.69	40000
try out ice/equipment	1650.84	
Ice	166292.61	195000
Insurance	26798.15	25500
Registration Refunds	5348.75	3000
Officials	28255.25	35000
OMHA fees	3190	5000
OMHA tournament sanctions	0	0
Registration paid by HMHA		
MPS fees	1384.56	5000
Room rental	359.34	
Tax return		
team recoverable rep	28,992.47	
Team Recoverable LL	7675	
Trophies/Awards/Photos	5089.46	5500
Website	1771.84	1800
Winston Watson	101.7	
Misc		5000
LL Jersey replacement pot	15000	
<b>Expense total</b>	<b>365355.67</b>	<b>338300</b>
<b>Surplus/Deficit</b>	<b>587.91</b>	<b>-48050</b>



# 2023-24

## FINANCIAL REPORT

OTHER	
Middleton BBQ Fund	
Winston Watson Balance	2669.23
Donation Balance (Registration)	
<b>Bank Balance</b>	<b>136,672.8</b>
Outstanding	
MPS Tournament fees not included	
Player balances to be received	
2022/23 season ice – SC Reconciliation of invoices	

# MANUAL OF OPERATIONS (MOD)



## Additions

### Motion to Approve and Second Dan V and Helen

#### REP DIRECTOR

- A. Eligibility – Should have a **good understanding of how representative hockey operates**. Previous hockey managers are good candidates.
- A. Duties the Rep Director shall:
1. Act as the Manager of all Representative coaches, managers, and bench staff
  2. Contact for the rep teams' questions/concerns and mandate bench staff members/teams understand and follow policies and procedures.
  3. Be an integral part of the Registration Committee.
  4. Work with the Ice Director in the scheduling of games, practices and playoffs for the Rep Hockey and distribute schedules to the coaches.
  5. Shall be a member of the Coach Selection / Monitoring Committee and, as such, shall assist the Coaching Convener in filling all LL coaching positions and in monitoring all selections.
  6. Oversee the placement of all players on teams in a reasonably equitable manner and shall post updated team rosters in the arena.
  7. Assemble lists of team officials with addresses and phone numbers and forward to the Board.
  8. Assemble all completed OMHA cards and forward to the OMHA Rep.
  9. Regularly attend ice time once a month for each age group.
  10. Attend all Board Meetings. i) Act as a member of the Discipline and Ethics Committee.
  11. Ensure that the Rep hockey schedules are forwarded to the Referee Convener for assignment.
  12. Coordinate the division tournaments in conjunction with the HMHA Tournament Director.
  13. Act as a member of committees as assigned by the president.

#### HEAD TRAINER

- A. Eligibility – Hold current HTCP certification. **Have a minimum of two years hockey experience in Trainer position**. Be on an at-large or team roster with the association. Have a strong interest in promoting safety in hockey. Be willing to act as a mentor/coach for all Trainers in the association. Be able to provide timely responses to questions or requests.
- B. Duties the Head Trainer shall have:
1. Lead your Association's safety and risk management programs for the benefit of participants, parents and volunteers in the Association's hockey programs and activities.
  2. Provide leadership in promoting and maintaining the Hockey Trainer's Certification Program (HTCP) regarding all safety and risk management aspects of the Association's activities.
  3. Ensure that Association Board members and hockey program participants are kept informed of current and emerging hockey safety and risk management information, programs, and activities.
  4. Provide Boards with an assessment of the risks that may be faced by the Association and its members in the upcoming season and recommend strategies to eliminate, minimize or mitigate those risks.
  5. Provide leadership for volunteer Trainers with the Association by promoting excellence in the delivery of the safety and risk management principles of the HTCP.
  6. Promote and ensure that volunteer Trainers with the Association apply and abide by the 'Responsibilities' and 'Code of Conduct' of the HTCP.
  7. Monitor and provide feedback to volunteer Trainers and other Association members and stakeholders to promote and instil excellence in the principles and application of the hockey safety and risk management program.
  8. Ensure that each participant, parent, and volunteer is aware of and adheres to the principles and practices of the HTCP.
  9. Collect, monitor, and ensure proper security and disposition of reporting forms relating to on and off-ice incidents resulting in injury to a player, volunteer, team official, on-ice official or other participant or stakeholder.
  10. Participate on a regular basis in hockey safety and risk management education activities sponsored or promoted by the OMHA, HMHA.

**2023-2024 HMHA  
BOARD MEMBERS**



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Vice President	<b>SARAH HENKEL</b>
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Tournament Director	<b>Vacant</b>

**Motion to Dissolve  
existing board :**  
**1st - Lynn D**  
**2nd - Karen C**

# ICE SCHEDULER ROLE

## Double nomination

A. **Time consuming position**, particularly during preseason start up when negotiating all schedules and practice times – for all Rep/AE and Local League ice times Liaison with town representatives regarding ice allocation policy and scheduling ice times.

A. Duties the Ice Scheduler Director shall:

1. Perform the duties of the President in the event of illness or absence. b) Attend all Board meetings.
2. Liaison between the Town representatives regarding ice allocation policy and scheduling ice times
3. It is the policy of HMHA that any changes in the previous year ice schedule be approved by the current executive.
4. Changes to the template are to be dictated by such things (but not restricted to) ice availability, number of teams, program changes, etc. Changes are not to be made to accommodate any individuals' personal preferences or agendas. The Ice Convener shall:
  - a) Book all ice time, before the start of the season, for the year at the Huntsville arena and other designated arenas.
  - b) Divide ice time between age groups and competition levels (i.e...tyke minor/major (U7), novice (U9), atom (U11), peewee(U13), bantam(U15), midget (U18), (and juvenile) AND Local League, and Rep into games/practices.
  - c) Consider holidays, tournaments, and other user groups when scheduling.
  - d) Consider/ avoid conflicts in the same age group.
  - e) Present Rep times to the OMHA Rep and LL times to LL Convener.
  - f) Compile and post a master schedule on the HMHA website.
  - g) Continually update all schedules and handle ice time conflicts.
  - h) Accommodate Hockey School, training clinics, and tournaments in the schedule.
  - i) Forward tournament dates for all age groups and competition levels to the OMHA Rep and LL Tournament Director to meet the designated OMHA deadline for tournament applications.
  - j) Attend the Muskoka / Parry Sound League scheduling meetings.
  - k) Act as a member of the Registration Committee.

**Motion to Destroy ballots after vote: Approve and Second Lyle B & Jon M**

**DOUBLE  
NOMINATIONS**

For Vote

**ICE SCHEDULER**

Nicole Kirkpatrick

Kerri Moyer

**SUCCESSFUL  
CANDIDATE**

Kerri Moyer

**2024-2025 HMHA  
BOARD MEMBERS**



- President
- Vice President
- Treasurer
- Secretary/Social Media
- Registrar
- U7-11 LL Director
- U13-18 LL Director
- Rep Director
- Development Director
- Equipment Director
- Tournament Director
- Referee Director
- Minor Officials Director
- Sponsorship Director
- Head Trainer
- Ice Scheduler

- MICHELE SNOW**
- SARAH HENKEL**
- DIANA BILLINGSLEY**
- KAITLYN BAKER**
- ALICIA COX**
- CARA MCQUEEN**
- Vacant**
- JAIME RUDGE**
- QUINN SCOTT**
- DARCY BULLOCK**
- COREY MOORE**
- BRETT MCCULLOCH**
- Vacant (Penny in training role)**
- TAMMY MCDOWELL**
- JOE CREMER**
- KERRI MOYER**





# MOTIONS OR COMMENTS FROM THE FLOOR





# COMMENTS FROM THE FLOOR + RESPONSES

**Question:** Why did we move to a 2 weekend model for Local League playoffs? Some teams only played once the first weekend, or not at all

the second weekend.

**Answer:** This decision is made at the MPSLL table, it's not an HMHA decision. We will bring the feedback forward to the MPSLL. Each season MPSLL looks for board members as well, this may be something to consider if you would like to see change made at that level.

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**Question:** Is the intent to run 2 Rep teams next season for all divisions? (Rep B and D)

**Answer:** There is an opportunity to revisit having one Rep team and a Select team for some divisions. This will be brought forward to the

new Board for further discussion.

**Comments:** The U15D team struggled this year, it was not enjoyable with the number of losses they endured. Viability of a Rep D teams need

to be considered based on skill evaluation. If there are not enough strong D players, collapse the D team and help strengthen the 11 teams, could also offer Select as an alternative

**Comment:** Consider instate a Coach Mentor to support the coaches/evaluators for try outs and LL evals. Communicate widely for evaluators to tap into some experience from other HMHA members who may have the skill set/knowledge, but not have the time to commit in a longer term position, like coaching.

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**Comment:** Suggestion was made to have the LL teams be fluid the first few weeks following evaluations to ensure equity of skill set across all teams.

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**Comment:** Establish a working group to review what went wrong for U15 this season and how we can prevent it going forward.





**Question:** Is it possible to run Spring Tryouts instead of waiting until the Fall?

**Answer:** The challenge to date with this has been the ice going out in the Spring/Summer months. However, in addition to this, try outs need to be done in succession. We are a B-centre, which means tryouts for HMHA cannot begin until after the all the A-AA-AAA centres in nearing communities are complete. If they all moved to a Spring try out model, we could consider doing the same.

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**Question:** Is it possible to have any local Rep tournaments this season?

**Answer:** Now that we have a Tournament Director, that is in the plan.

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**Comment:** Evaluations in other areas use 5 volunteer evaluators per day on a rotating basis and then consolidates the results for a team. This way there are unbiased decisions made. Something for HMHA to consider.

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**Question:** Can parents have access to player stats?

**Answer:** Only coaches and managers have access to player stats. Parents can ask their coaches for them, it is a reasonable ask. That being said, errors can be made and they are not necessarily accurate.

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**Question after meeting:** Please make AP process clear and have coach understanding and commitment.

**Answer:** Will build this into the coach selection process and make the AP form and procedure available on website more accessible.



**THANK  
YOU**

