

# Eastern Shore Minor Hockey Association

## Executive Committee Meeting Minutes

**Date:** January 5, 2026

**Time:** 18:30

**Location:** Eastern Shore Community Centre

### Meeting Objective:

The purpose of this meeting is to document the agenda, discussions, decisions, and action items of the ESMHA, ensuring clarity, accountability, and reference for future planning and organization within the sports organization.

### I. Attendance

ROLE	INDIVIDUAL	PRESENT?
President	Vacant	N/A
Vice-president	Adam Jennex	Y
Treasurer	Jayne Breton	Y
Registrar	Janet Boutilier	Y
Secretary	Julie Wagner	Y
Ice Scheduler	Ashley Halloran	Y
Recreational/Competitive Coordinator	Hugues Mackay	Y
Development Coordinator	Becky Warner	Y
Equity, Diversity & Inclusion Coordinator	Tanya Bezanson	N
Coaching Coordinator	Whitney Halloran	Y
Budget & Fundraising Coordinator	Sheryl Delaney	Y
Equipment Coordinator	Joel Stevens	Y
U7 Coordinator	Victoria Meldrum-Young	Y
U9 Coordinator	Vacant	N/A
U11 Coordinator/Risk Manager	Laura Rockwood	N
U13 Coordinator	Gillian Florence	Y
U15 Coordinator	Chelsea Burgess	Y
U18 Coordinator	Tanya Bezanson	N
U23 Coordinator	Adam Jennex	Y

### II. Call to Order

The meeting was called to order at 18:31 by Adam Jennex.

### III. Approval of Previous Meeting Minutes

The minutes from the previous meeting held on **November 3, 2025** were reviewed and approved unanimously.

#### IV. Previous Action items

ITEM	STATUS
<p>Joel: order 2 sets of XL goalie jerseys and 4 spare XXL jerseys</p> <p>Jayne: issue honorarium to coaching coordinator</p> <p>Changes to team fundraising policies:</p> <p><b>MOTION</b> by Adam Jennex</p> <ul style="list-style-type: none"> <li>Remove the three-tournament maximum for the meal allowance, this will allow the meal allowance to apply for any tournament entered.</li> <li>Added as an allowable expense "dryland and off-ice training"</li> <li>added as an allowable expense "training aids and materials, pucks, boards, markers etc"</li> </ul> <p><b>Hotel:</b> Families may <u>optionally</u> choose to fundraise for the expense of a hotel stay for an away tournament up to a maximum of \$600, with an original receipt required.</p> <ul style="list-style-type: none"> <li>This amount can be carried <u>above</u> the team fundraising budget</li> <li>This reimbursement will only occur once base fundraising amounts are complete.</li> <li>Reimbursement will not exceed the amount fundraised</li> <li>Reimbursement will not exceed the value of the stay, or \$600 tax included, whichever is lower</li> </ul> <p><b>Christmas Food Drive</b></p>	<p><b>Acquired</b></p> <p><b>Virtual Vote 9 votes in favor: PASSED</b></p> <p>There was no interest from the membership in organizing this year's food drive.</p> <p>Julie and Janet emailed all team managers asking for team participation.</p> <p>Julie collected all donated food items and cash from team managers and then divided equally amongst the 2 food banks.</p> <p>In years past \$1 donated equated to 1 food item, however with the increasing costs of food we changed to \$2 equating to 1 food item.</p>

	<p><b>The U11C Gold</b> team collected the most items (205 in total) – they will be awarded a free hour of ice and a pizza party</p> <p><b>In total we donated ~700 items and ~\$450 cash</b></p> <p><b>NOTES:</b></p> <ul style="list-style-type: none"> <li>- 4 teams did not participate, 1 of which donated filled stockings as a team</li> <li>- MANY items donated (&gt;100) were expired and Julie did not give to the food banks as they technically cannot accept these items nor can they accept home-canned items</li> </ul> <p>Next year – Maybe do the Mac &amp; Cheese drive and not at Christmas time</p>
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#### V. Discussion of upcoming items

ITEM	DISCUSSION	ACTION
<b>Succession</b>	If any of the executive do not plan to reoffer next season, please communicate with Adam. As of the next meeting there will be more discussion on what places need to be filled.	
<b>Mariners awards</b>	Request input from members and team staff for names and nominations for the mariner awards.	
<b>Rec/Rep Coordinator</b>	A team dropped from U11AA to U11A and another team moved latterly from Scotia division to the central minor in U11A (outside our organization)	
<b>Vice President</b>	<p>Do not support division mergers.</p> <p>The U13AA playoff pools were determined prior to the season beginning and not based on skill.</p> <p>Ask the full membership for input about league mergers, and costs to families.</p> <p>Hugues to draft a questionnaire for the U13AA parents and then based on the results put it</p>	

<p><b>Development Coordinator</b></p>	<p>out to the full membership. Submit final report to Hockey NS. Checking clinic right after the last House Tournament games.</p> <p>Any further development programs – simply have no ice to offer prime times.</p> <p>If we offer association level-development, it allows the kids who are on teams that do not have extra practice time.</p> <p>Is there ice available from 6-7am? To offer development camps?</p> <p>The development coordinator position will be VACANT next season</p> <p>The ice scheduler will be VACANT the following year, ideally the next person to take over would shadow Ashley next season to learn the position.</p>	
<p><b>Ice Scheduler</b></p>	<p>February 8<sup>th</sup> – Mariner Day for U9 9,10, 11 am</p>	
<p><b>Pucks</b></p>	<p>Continue to lose pucks</p>	
<p><b>Coaching Coordinator/Registrar</b></p>	<p>Need to revisit how coaches are appointed to teams to ensure they have the necessary credentials. Be more proactive.</p> <p>To encourage the team staff to get all certifications in time - set a date to complete as of November 15 (rather than hard deadline of December 1) and inform teams that no ice will be scheduled in December until all courses are done.</p> <p>Have 2 meetings at beginning of the season – intro for team staff and then after a couple of weeks in the role have another meeting.</p>	
<p><b>Rafflebox</b></p>	<p>Families will need to inform their team treasurers if they want their 50/50 credits up to January draw applied to their team fundraising budget</p>	
<p><b>Registrar</b></p>	<p>New player added to U11C Gold this week</p>	

<b>U15 Coordinator</b>	<p>Problem with no designated dressing room attendant – lead to problem amongst players</p> <p>Each family should sign up for 2 time slots to be the volunteer, otherwise the dressing rooms will not be opened until 20 minutes prior to ice time.</p>	
<b>U7 Coordinator</b>	<p>Jamboree opened Saturday and filled in 2 hours. Currently 52 teams – may add 2 more teams</p> <p>Jamboree March 14 – March 15</p> <p>Should we limit how many teams are allowed/association?</p>	
<b>Treasurer</b>	<p>Refund policy – currently states the dollar amount that is not returned (insurance, league fee and registration fees)</p> <p>If there are any families that have not paid at this point this needs to be escalated to in-person communication. Adam needs to know that names and he will talk to them.</p>	<b>Adam</b> – will draft a refund policy update, removing the specific amounts

## VI. Next Meeting Date and Adjournment

Date: **February 2, 2026**

Time: **18:30**

Location: **Eastern Shore Community Centre**

The meeting was adjourned at **20:33** by **Adam**.