



ANTIGONISH MINOR HOCKEY ASSOCIATION

Competitive Team Coach &
Manager's Meeting
November 16th, 2009
David MacKenzie



Agenda

1. AMHA Bylaws / Constitution
2. AMHA 2009/10 Budget
3. AMHA Code of Ethics
4. AMHA Operating Policies
5. Fundraising
6. Competitive (Rep) Fees
7. Tournament Hosting
8. 3 year Financial Overview
9. Registration
10. Article 11 – Team Officials
11. Role of a Team Manager
12. Web-based Game Permits
13. Website – Global and Team
14. Hockey Jersey Forms
15. Team Staff Certification
16. Ice Scheduling
17. Insurance
18. Risk Management



By Laws / Constitution

Antigonish Minor Hockey
Association operates under
Bylaws approved at our AGM.



ANTIGONISH MINOR HOCKEY ASSOCIATION

Code of Ethics

Antigonish Minor Hockey Association has a Code of Ethics for all Association members as well as our Coaches.



ANTIGONISH MINOR HOCKEY ASSOCIATION

Policies

Antigonish Minor Hockey Association also has Board, Coaches, Ethics and Operating Policies that allow our Association to function on an ongoing basis.

All policies are on our website.



ANTIGONISH MINOR HOCKEY ASSOCIATION

Fundraising

Fundraising has been a common practice for Competitive teams to help offset team costs such as tournament fees, travel costs, misc. fees, etc.

ALL team interested in fundraising **MUST** apply in writing to the secretary of AMHA for permit prior to approval.



Fundraising

A portion of all combined team fundraising activities are payable to AMHA as follows:

- Up to \$1,000 : 10%
- Amounts over \$2,000 : 20%

{example: a team raising a total of \$1500 would pay AMHA 10% on the first \$1,000 and 20% on the next \$500 or \$200}



ANTIGONISH MINOR HOCKEY ASSOCIATION

Competitive Fees

The Revenue for a AAA team is:

Registration Fees 17 @ 370 = \$6,290

Rep Fees 17 @ \$330 = \$5,610

TOTAL \$11,900

These fees are payable to AMHA by November 30th.

Teams that have not paid their fees by the deadline risk losing ice privileges.



Competitive (Rep) Fees

Competitive Fees help to offset the costs associated with running these teams.

Example of AAA Team Costs:

Home Games 29 hours @ 130/hr = \$3,770

Home Game Refs = \$1,450

Practice 45 hours @ 130/hr = \$5,850

Coach Certification \$400

Player & Coach Insurance & Reg. 20 @ 41.15 = \$800

HNS Team Fees \$200

TOTAL \$12,340



ANTIGONISH MINOR HOCKEY ASSOCIATION

Tournament Hosting

In 2009/10, Antigonish Minor Hockey will host 7 tournaments across all divisions and levels from A to AAA and female.

We believe that as long as there is ice available and we do not infringe on grass roots programs, that hosting tournaments can be a benefit to our teams.



ANTIGONISH MINOR HOCKEY ASSOCIATION

Tournament Hosting

Tournaments will be “grandfathered” based on the timeframes from last year and changes must be approved by the AMHA Ice Coordinator.

All tournaments must have a completed HNS application form signed by the Association President and Regional Director 7 days prior to the event.

AMHA Tournament fees are payable as outlined in our Operating Policies.



3 year Financial Comparison

Antigonish Minor Hockey Association						
Balance Sheet - Operating Fund						
	2008-2009		2007-2008		2006-2007	
ASSETS						
Cash	\$ 32,109.50		\$ (7,346.00)		\$ (505.00)	
Receivables	\$ 8,140.00		\$ 11,470.00		\$ -	
Term Deposits - Capital Development Fund	\$ 35,000.00		\$ 35,000.00		\$ 35,000.00	
Term Deposits - Regular	\$ -		\$ 45,000.00		\$ 45,000.00	
Prepaid Expenses	\$ -	\$ 75,249.50	\$ -	\$ 84,124.00	\$ -	\$ 79,495.00
TOTAL ASSETS		\$ 75,249.50		\$ 84,124.00		\$ 79,495.00
LIABILITIES						
Accounts Payable	\$ 4,479.00	\$ 4,479.00	\$ (180.00)	\$ (180.00)	\$ -	\$ -
MEMBERS' EQUITY						
Balance Beginning of Year	\$ 84,304.00		\$ 79,495.00		\$ 71,194.00	
Net Income(loss)	\$ (13,533.50)	\$ 70,770.50	\$ 4,809.00	\$ 84,304.00	\$ 8,301.00	\$ 79,495.00
TOTAL LIABILITES & EQUITY		\$ 75,249.50		\$ 84,124.00		\$ 79,495.00



ANTIGONISH MINOR HOCKEY ASSOCIATION

Antigonish Minor Hockey Association

Statement of Revenues and Expenses (Unaudited)

	2008-2009		2007-2008		2006-2007	
REVENUES						
Registration						
Regular	\$ 154,258.53		\$ 162,508.54		\$ 154,015.00	
Rep Fees	\$ 95,572.80	\$ 249,831.33	\$ 92,975.00	\$ 255,483.54	\$ 86,925.00	\$ 240,940.00
Donations -						
JJ Carroll Fund	\$ 3,000.00		\$ 3,000.00		\$ 3,000.00	
Grants - Other	\$ 3,400.00	\$ 6,400.00	\$ 1,626.84	\$ 4,626.84	\$ 2,000.00	\$ 5,000.00
Tournament Revenue						
Memorial Tournamants	\$ 4,200.00		\$ 3,425.00		\$ 2,500.00	
Provincial Hosting	\$ 650.00	\$ 4,850.00	\$ 3,700.00	\$ 7,125.00	\$ -	\$ 2,500.00
Ticket Sales		\$ 40.00		\$ 2,060.00		\$ 3,100.00
Fund raising		\$ 4,658.47		\$ 3,261.44		\$ 4,776.04
Interest Income		\$ 3,283.62		\$ 1,698.38		\$ 1,894.05
Other		\$ 2,917.95		\$ -		\$ -
Total Revenues		\$ 271,981.37		\$ 274,255.20		\$ 258,210.09
EXPENSES						
Ice Rentals		\$ 210,792.63		\$ 198,950.72		\$ 181,928.71
Referees		\$ 23,243.00		\$ 19,910.00		\$ 20,563.00
Clinics		\$ 5,225.77		\$ 5,383.84		\$ 5,431.70
Supplies & Equipment		\$ 6,219.28		\$ 5,772.97		\$ 4,517.17
Miscellaneous		\$ 1,758.03		\$ 2,089.59		\$ 1,336.37
Fund Raiser Prize		\$ 11,530.36		\$ 10,798.68		\$ 10,466.74
Insurance		\$ 26,745.80		\$ 26,540.40		\$ 25,665.40
Total Expenses		\$ 285,514.87		\$ 269,446.20		\$ 249,909.09
Net Income (loss)		\$ (13,533.50)		\$ 4,809.00		\$ 8,301.00



Registration

Registration within minor hockey occurs as follows:

- a) Players are registered in the Hockey Canada Registry. This year AMHA piloted the On-line Registration from Hockey Canada.
- b) Coaches and Managers are registered.
- c) Players, Coaches and Managers are assigned to teams.



Registration

All teams must provide to their Division Head:

- a) Full Player List
- b) All bench staff (Coach, Asst. Coach, Trainer, Manager)

If you believe you are in the HCR, please provide your full name and birth date and we will search the database. If you are not, please provide the following:

- Full name
- Address & Postal Code
- Phone Number
- Birth date



Article 11- Team Officials

Code of Ethics: All team officials in any capacity are subject to the Code of Ethics in the Bylaws.

Coaches: All prospective coaches may apply to the Coaches Selection Committee which is chaired by the Vice President. The Head Coach must present all bench staff, Assistant Coaches and Trainer, to the Executive for approval.

Managers: Managers shall be appointed by the Coaches and ratified by parents.

Treasurer: Treasurer shall be elected by the parents of the team. The treasurer has the responsibility to report their teams complete revenues and expenses to their team and to AMHA as per Article 23 – Inspection of Books and Records. Adherence to fund raising policies is essential.



ANTIGONISH MINOR HOCKEY ASSOCIATION

The role of a Team Manager

The role of a Team Manager is very important and although the role can be demanding, it is also very rewarding when done well.



The role of a Team Manager

It is strongly suggested that Team Managers and Coaches engage as many Parents as possible in team organization to help even the workload and promote a team approach.

- Clock Coordinator
 - Hotel booking
 - Accountant
- Website upkeep
- Game Sheets
- Dressing Rooms (Visitor Team Greeter)

Some of the duties of a Team Manager may include:

- Scheduling Ice Times
- Maintain Web-based Game Permits
 - Coordinate Games
 - Weekly Bulletins
 - Plan Travel
- Reporting to Division Head
 - Collecting Rep Fees
- Liaison between Parents/Players and the Coaches



ANTIGONISH MINOR HOCKEY ASSOCIATION

Game Permits

In 2008/09, a web-based Game Permit system replaced the manual travel permit system and the Game Record Journal.

The system is very user friendly and very flexible for you to use.

100% of all games, both home and away, are to be completed using this system.



ANTIGONISH MINOR HOCKEY ASSOCIATION

Game Permits



[HOME](#) [LOGOUT](#)

TEAMS

Team	Details	Position	Season	P	A	R	Total	-
AMHA PEEWEE AAA	PW AAA	MANAGER	2005-2006	0	0	0	0	Request a New Permit View All Requests



ANTIGONISH MINOR HOCKEY ASSOCIATION

antigonishminorhockey.ca

AMHA uses the “GoalLine” website management system.

This site continues to be an excellent communication tool for our association as well as our various teams.



ANTIGONISH MINOR HOCKEY ASSOCIATION

Online Registration - Online Registration is now available! Just click ONLINE REGISTRATION shown in the menu on the left of your screen.

Nov 02, 2009

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SELECT A TEAM

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Atom

PeeWee

Bantam

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Master Schedule

ONLINE REGISTRATION

Ice Schedule

Coaches Info

2009-2010 Rates

Development Weekend

2009-11-02

Development Weekend will take place on November 6, 7 and 8.

FULL STORY...

BANTAM / MIDGET SKILLS NON- REP

2009-10-30

BANTAM / MIDGET SKILLS FOR NON REP PLAYERS

FULL STORY...

ATOM B TRYOUT

2009-10-27

An Atom B Tryout will take place Friday October 30th : 6:30-7:30am at the Arena. \$10.00 tryout fee.

FULL STORY...

ICE SCHEDULES

2009-10-24

Ice Schedules are now located under the heading 'Ice Schedule' on the left hand side of the AMHA main page. We hope this will be more organized for everyone!

FULL STORY...

Novice Bulls and Dogs

PACRIM
Hospitality Services

TEAM TRAVEL CENTER
CLICK HERE FOR GREAT TEAM RATES



antigonishminorhockey.ca

Oct 18, 2007

 printable version

Home

Midget AAA

Team News

Schedule

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Player Roster

Game Results

Coaching Staff

SELECT A TEAM

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Events

Tryouts

Port Hood Tournament

2007-11-30

Possible tournament in Port Hood November 30-December 2/2007

[FULL STORY...](#)

Yard Sale & Bottle Drive

2007-10-20

Saturday October 20/07

[FULL STORY...](#)

Monctonian Tournament Information

2007-10-19

Block of rooms only being held until November 30 Please confirm SOON!!!

[FULL STORY...](#)

Midget AAA Roster

2007-10-09

Recent Headlines

- [Competitive Team Manager's Meeting](#)
- [Atom House Recreation Teams](#)

Latest Scores

October 13, 2007

Acadia 5
vs. Midget AAA 3

October 12, 2007

Midget AAA 3
vs. Brookfield 5

October 07, 2007

Cape Breton West 10
vs. Midget AAA 0

Next Game

Road Game

vs. Truro
@Colchester Legion Stadium
Fri Oct 19. 8:00 pm

Next Practice

October 18, 2007. 9:00 pm
@KMC Main



ANTIGONISH MINOR HOCKEY ASSOCIATION

Hockey Jersey Forms

To help ensure we reduce the cost of replacing jerseys, a form has been developed for logging player jerseys.



ANTIGONISH MINOR HOCKEY ASSOCIATION

Hockey Jersey Forms

Why do we need another form?

In 2005/06, AMHA purchased complete sets of jerseys for 3 Recreational divisions.

In one Division alone, the cost for these Jerseys was \$2,500 for the 5 teams and 100 jerseys.

This same division is now missing 30 jerseys, with a replacement value of \$750.

To put it another way, this is equivalent to over 6 hours of ice rental lost in this one division!!



ANTIGONISH MINOR HOCKEY ASSOCIATION

Certification for Managers

Any person within hockey that has contact with a minor must have:

- Speakout
- Child Abuse Registry
- Criminal Background Check

This includes coaches, volunteers, managers, trainers, executive, and part time helpers.

➤ Hockey Nova Scotia



Certification for Coaches

Any person within hockey that has contact with a minor must have:

- Speakout
- Child Abuse Registry
- Criminal Background Check

Further, all Coaches are required to have:

- Coaches NCCP Development Level 1
(Or Initiation for Novice & Initiation)
- Hockey Safety Program
- HCSP Level 1



ANTIGONISH MINOR HOCKEY ASSOCIATION

Certification for Coaches

Coaching Initiation

- 8 hour course with lifetime expiry.

Coaches NCCP Development Level 1

- 16 hour course with lifetime expiry.

Hockey Safety Program

- 8 hour course with 3 year expiry.
- Refresher course is 4 hours.

HCSP Level 2 (optional)

- 8 hour course with lifetime expiry.

Speak Out

- 4 hour course with lifetime expiry.

Criminal Records Checks & Child Abuse Registry

- Need only complete form every 3 years.



Ice Scheduling

The Antigonish Arena and Keating Millennium Centre operate on a very strict and rigid schedule.

All teams are responsible to ensure they stick to their schedule.

- Be on the ice immediately after floods
- Intermission breaks must be timely

In the event a game appears to be going over its scheduled time, the KMC and Arena will take steps to ensure games get back on schedule.



ANTIGONISH MINOR HOCKEY ASSOCIATION

HNS Insurance

AMHA registers all its players, coaches, trainers and manager's in the Hockey Nova Scotia/Hockey Canada Insurance program.

The program does not take over for existing coverage, however may help to offset additional charges not covered.

All injuries that require further medical attention should be reported to HNS using the HNS Injury Report available on the HNS website under Risk Management.



ANTIGONISH MINOR HOCKEY ASSOCIATION

Risk Management

AMHA is an Association that is responsible to ensure we minimize risk to our members. We often follow the leadership of Hockey Nova Scotia and Hockey Canada to establish policies and procedures well established throughout the hockey community.

A few of the hot topics include:

- Child Abuse Registry
- Criminal Background Checks
- Mandatory use of helmets by everybody

Our Association must be diligent in ensuring we maintain responsible risk management policies and practices.



Thank you!