



Annual General Meeting

May 8, 2019

Lions Club, Peterborough

Overview

- Introductions
 - Agenda:
 - Motion for the approval of the 2019 **agenda**
 - Motion for the approval of the **minutes** of the 2017/18 AGM
 - President Update /Report – State of the Association
 - VP reports of the **activities** of the Association during the preceding year; VP reports of the **planned activities** of the Association for the current year
 - VP Business presentation of the **financial statements** of the Association from the previous year; Approval of the financial statement
 - **Election** of vacant offices
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2018/19 Executive

- President James Bradburn
 - Registrar Jen Kekki
 - Treasurer David David
 - Referee-In-Chief Jeff Chartier
 - Timekeeping Co-Ordinator Carole Wagner
 - Secretary - Amanda Fuller
 - VP – Business Scott Dickey
 - VP – Rep Chris Neild
 - VP – Operations Scott Seabrook
 - VP – House League Christina LaRue
 - Rep Director Mike Heffernan
 - Rep Director Mike Leeson
 - Rep Director Pete Simon
 - Rep Director Jeff Tysick
 - House League Director Clinton Fox
 - House League Director Pat Marren
 - House League Director Warren Rose
 - House League Director - vacant
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2018/19 Participation

- **662 HL Participants** from 3 to 18 years old; - **47 Teams**
 - **392 Rep Participants -23 teams**
 - **Total = 1054 players**
 - AA - 9 Teams (Novice - Midget)
 - A - 7 Teams (Novice – Bantam)
 - AE - 7 Teams (M. Atom - M. Midget)
 - Roster Select – 6 teams: (Novice – Minor Bantam)
 - Tyle Select - 1 Team
 - House League - 50 Teams: IP 3-4 (4) IP 5-6 (10) Tyke (4), Novice (4), Atom (8), Peewee (10), Bantam (6), Midget (4)
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VP Rep Report 18/19

2018 – 2019 Season Results

3	Lakeshore Finalists
4	Lakeshore Champions
0	OMHA Finalist
1	OMHA Champions
1	YS/Lakeshore Champion

VP Rep Report (18/19 Accomplishments)

- Development Model continued with both Scary Skate and PEP programs.
 - Goalie Development night with Andrew Verner continued
 - Standardized clothing for all teams
 - Improved and streamlined a transparent **points-based tryout process**
 - Improved and streamlined **budget tracking and reporting process**
 - Improved **communications with local media**
 - Increased focus on **communication with coaches** and their respective player's parents
 - Creation of dress code policy
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VP Rep Report (19/20 Priorities)

- Increase opportunities for **increased communication, cooperation, and collaboration amongst coaches**
 - Continue the improvements made to streamline the **coach selection and tryout processes**
 - Complete the **PHA Rep Guide for Coaches and Managers**
 - **Jersey and Petes Clothing Fitting Night**
 - Complete the clothing agreement with OHL Petes
 - Continue working through Ice shortages
 - Streamline the development program and identify additional opportunities for partnerships.
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VP Operations Report 2018-2019 Season

Tournaments

- All PHA tournaments Hosted by Sportacular Events
 - Kawartha Lakes AA 58 Teams – 139 Games
 - Mike Mulvaney Memorial – 28 teams – 64 games
 - Tyke Showdown JAMBOREE 41 teams – 123 games
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Coach Clinics

- Hosted 5 , C1 – C2 – *Full Reimbursement to PHA participants*
- This coming Season hosting two clinics C1 and C2
- Significant commitment from volunteers to be part of Minor Hockey

Ice

- Over 60 Teams to Schedule games practices
 - Commitment with City of Peterborough
 - Challenges – Commitment to buy the ice in August
 - Prior to Teams being rostered
 - Prior to Tournament Registration
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WEB Site

- Collaborative Team Effort – Coaches – Managers – PHA Volunteers



Scheduling , Time Keeping and Referees

- Over **1400** Home games in a season to Schedule - One Mistake effects 100+ - **Melissa Gillespie** PHA Scheduler
 - Referees – **140+** referees in PHA - **Jeff Chartier** referee in chief schedules all games for our league
 - Time Keepers - **70+** Young People – **Carole Wagner** Time Keeping Coordinator mentors and schedules all games
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VP HL Report (18/19 Accomplishments)

- **50 teams**
 - 668 registrants
 - New uniforms, Jerseys and socks for all participants
- **Tournament Play**
 - Local: President's Cup, Tyke Showdown, Mike Mulvaney Tournament, Atom Liftlock Tournament
 - Several away tournaments
- **PHA Roster Select Program**
 - Players play and practice together on their RS teams as well as with their HL team.
 - 6 Teams (Novice, Atom's, Peewee's and Midget's)
 - Teams played approximately 6 home & 6 away RS exhibition games versus other RS centers and 3 tournaments
- **Year End Team Banquet and Photo Day**
 - Change in format of Photo Day and Banquet
- **Volunteers**

 - 250+ working together for our kids! **THANK YOU!**

VP HL Report (18/19 Objectives)

- **Fiscal responsibility and further accountability**
 - Are we paying the correct fees for each individual age?
 - Roster assembly changes (1 goalie per team, roster size) due to available ice and financial commitments
 - **Revamped Initiation Program**
 - We are purchasing rink dividers and implement Hockey Canada guidelines for cross ice training and development
 - Additional Initiation Ice time dedicated mid week for additional/professional training and Goalie training throughout HL
 - **Tournament Play**
 - Local: Tyke Jamboree, Presidents Cup , Mike Mulvaney Tournament, and Atom Liftlock Tournament
 - **PHA Roster Select Program**
 - The RS program will exist with fewer teams due to ice issues (Novice, Atom, Peewee, Minor Bantam)
 - **Need new leader, lead by team effort**
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VP HL Report (19/20 Objectives)

- **Fiscal responsibility and further accountability**
 - Review Registration Fees to ensure fees are covering expenses
 - **Implement new Novice Guidelines in accordance to OMHA and Hockey Canada Guidelines**
 - Continue Power Skating and Goalie Clinics for IP 5-6 to Atom Divisions
 - **Tournament Play**
 - Local: Tyke Jamboree, Mike Mulvaney Tournament, Atom Liftlock Tournament, and Presidents Cup Year End Tournament
 - **PHA Roster Select Program**
 - The RS program ran with Teams in Minor Atom, Atom, Minor Peewee, Peewee, and Minor Bantam
 - Tyke Select Program to move to Rep Side
 - **Have a Roster Select Convenor again to assist in running the RS Program**
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VP Business Report (18/19 Accomplishments)

- Completed updated **Registration policy** for registering and paying for House League and Rep Hockey
 - Transitioned Player registration from PHA Website and PayPal to the Hockey Canada online registration and payment system.
 - Utilizing the Hockey Canada registration system helped streamline the administration process helping enforce OMHA rules around rostering and participating in hockey
 - 100% of registration payments collected by deadline
 - Continued support and use of **new financial assistance model “PHA Cares”** offering financial assistance for families to play all levels of hockey
 - Set criteria
 - Set timelines
 - Set procedures to ensure utmost privacy & professionalism
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VP Business Report (18/19 Accomplishments)

- Continued use of non cash transactions by automatic deposit to referees, timekeepers and suppliers
 - New season training for managers on banking, budgeting and reporting requirements
 - Monitor and review monthly reporting by rep teams to parents, follow up as necessary
 - Continue relationship with both banking partners (KCU & Scotiabank)
 - Standardize sponsorship requirements and sponsorship packages with rep sponsor
 - Provide variance analysis for monthly actuals vs budget
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VP Business Report (19/20Priorities)

- **Continue tracking and reporting on monthly financial results vs amounts budgeted, discuss variances**
 - **Continue to require compliance with Rep budgeting and disclosure**
 - **Continue to transfer more suppliers to online payments**
 - **Continue to work with City of Peterborough for easier ice details, invoicing and payments**
 - **Identify and explore new sponsorship opportunities**
 - **Work with executive to implement new Petes agreement and its impact on financial decisions**
 - **Obtain accountant / auditor opinion on financial results**
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VP Business Report – Registration fee breakdown

Rep Registration fee breakdown	
	%
Banquet/Trophies/Banners	6.00%
Coach Development	1.50%
Equipment	2.00%
Game Ice	48.00%
League fees/Insurance	19.50%
Admin fees (banking/room rental/police checks. Etc.)	4.50%
Player development	15.00%
Rep contingency planning	3.50%

HL Registration fee breakdown	
	%*
Banquet/Trophies/Photo's	5.50%
Coach Development	3.30%
Equipment	6.80%
Ice	68.00%
League fees/Insurance	5.60%
Admin fees (banking/room rental/police checks. Etc.)	4.50%
Player development	2.10%
TK and Ref	2.50%
HL contingency planning	1.70%
* Breakdown based on Average HL Registration Fee	

2018/19 – Tournament Financial Report *(unaudited)*

Kawartha Lakes "AA" - 2018/1 Season	
	Actuals
Revenue	
Tournament Registration Fees	\$81,600.00
Tournament Vendor Fees	\$3,803.87
TOTAL REVENUE	\$85,403.87
Expenses	
City of Peterborough Ice Contract	\$26,638.15
Referee Fees	\$8,001.00
Time Keeper Fees	\$1,995.00
Trophies - Plaques - Medallions	\$1,887.00
OMHA Sanction	\$2,370.00
PayPal Fees	\$3,095.75
Tournament Organizer - SPORTACULAR	\$14,776.33
TOTAL EXPENSES	\$58,763.23
Net	\$26,640.64

2019 TYKE SHOWDOWN JAMBOREE	
	Actuals
Revenue	
Tournament Registration Fees	\$13,000.00
Tournament Vendor Fees	\$860.00
Tournament Sponsors	\$2,608.00
TOTAL REVENUE	\$16,468.00
Expenses	
City of Peterborough Ice Contract	\$4,862.44
Referee Fees	\$874.00
Time Keeper Fees	\$435.00
Trophies - Plaques - Medallions	\$2,353.50
OMHA Sanction	\$50.00
PayPal Fees	\$266.40
Tournament Organizer - SPORTACULAR	\$5,970.38
TOTAL EXPENSES	\$14,811.72
Net	\$1,656.28

2018/19 – Tournament Financial Report *(unaudited)*

2019 Mike Mulvaney Tournament	
	Actuals
Revenue	
Tournament Registration Fees	\$34,000.00
Tournament Vendor Fees	\$447.50
Tournament Sponsors	\$892.00
TOTAL REVENUE	\$35,339.50
Expenses	
City of Peterborough Ice Contract	\$14,925.24
Referee Fees	\$3,148.00
Time Keeper Fees	\$2,015.00
Trophies - Plaques - Medallions	\$1,765.90
OMHA Sanction	\$320.00
PayPal Fees	\$1,469.44
Tournament Organizer - SPORTACULAR	\$9,949.69
TOTAL EXPENSES	\$33,593.27
Net	\$1,746.23

2018/19 – PHA Admin. Financial Report (unaudited)

Year End funds/investments:

PHA Cares funds:	\$8,266.40
Kawartha Credit Union Main Account:	\$180,267.20
Scotia Bank main account:	\$29,276.02
Investments:	\$22,272.55
Scotia Bank Investment:	\$5,000.00
Accounts Receivables:	\$87,724.92
Accounts Payables	\$17,609.07

PHA Admin Budget 2018/19		
	Estimated	2018/19 Actuals
Donations	\$2,500.00	\$3,442.00
Kawartha Lakes Tournament	\$25,000.00	\$26,640.64
Mike Mulvaney	\$10,000.00	\$1,746.23
Tyke Jamboree	\$8,000.00	\$1,656.28
Coach Clinic fees (non-PHA)	-	\$10,470.00
Other revenue (Ice Billing/sanction/OMHA Jr. Player dev)		\$6,126.43
Intrest		\$1,129.25
TOTAL REVENUE	\$45,500.00	\$51,210.83
Expenses	Estimated	2018/19 Actuals
Advertising	\$3,500.00	\$5,649.38
Bank Service Charges	\$1,000.00	\$1,553.79
Exec dinner/OMHA AGM/Trophies	\$5,000.00	\$3,292.00
Direct deposits service fees	\$2,000.00	\$2,588.10
Equipment/Storage	\$4,100.00	\$3,780.00
Meeting Room rentals	\$1,170.00	\$3,222.74
Office/admin/General costs/Donations	\$1,500.00	\$4,493.30
IT/Website/Arb	\$3,500.00	\$3,222.25
Coach Clinic	-	\$15,957.81
PHA Registrar	\$2,500.00	\$5,000.00
PHA Scheduler	\$2,500.00	\$6,400.00
PHA TK lead	\$2,500.00	\$5,000.00
PHA Referee lead	\$2,500.00	\$2,500.00
PHA Treasurer	-	\$5,000.00
TOTAL EXPENSES	\$29,270.00	\$67,659.37
NET	\$16,230.00	-\$16,448.54

2018/19 – PHA Rep/HL Financial Report (unaudited)

PHA Rep Budget 2018/19		
Revenue	Estimated	2018/19 Actuals
Player Registration	\$244,800.00	\$223,440.00
Tryouts	\$15,000.00	\$22,249.02
PHA Admin Revenue @38%	\$950.00	\$18,446.47
Ice Recovery	-	\$265,693.04
Ref Services Recovery	-	\$32,486.00
TK Services Recovery	-	\$14,988.75
Other (Equipment, Ipads, Travel Permits, Banquet etc.)	-	\$25,702.50
TOTAL REVENUE	\$260,750.00	\$603,005.78
Rep Expenses	Estimated	2018/19 Actuals
Coach Development	\$2,500.00	\$1,221.50
Equipment	\$5,000.00	\$23,521.85
Game Ice (all Rep Ice)	\$125,000.00	\$380,938.34
Unused Ice	-	\$12,247.89
OMHA Insurance	\$9,384.00	\$20,068.00
OMHA League Fees/team	\$36,312.00	\$3,886.00
Lakeshore fees	\$1,800.00	\$1,725.00
Merchant fees	\$7,344.00	\$6,530.26
Player Development	\$36,000.00	\$40,294.00
Meeting Room rentals	\$520.00	\$136.20
Police checks	\$1,200.00	\$0.00
Banners	\$1,170.00	\$372.90
Banquet/Trophies	\$15,000.00	\$21,302.02
First Aid Kits	\$1,900.00	\$1,259.81
General expense	\$1,000.00	\$895.06
Ref services	-	\$37,443.84
TK Services	-	\$16,282.25
TOTAL EXPENSES	\$244,130.00	\$568,124.92
NET	\$16,620.00	\$34,880.86

HL Budget 2018/19		
Revenue	Estimated	2018/19 Actuals
Player Registration	\$367,770.00	\$371,544.36
Sponsorship	\$15,456.00	\$1,500.00
RS Recovery	-	\$81,318.16
TOTAL REVENUE	\$383,226.00	\$454,362.52
Expenses	Esitimated	2018/19 Actuals
Advertising	\$3,600.00	\$1,499.69
Coach Development	\$12,500.00	\$1,952.96
Banquet/Trophies	\$16,620.00	\$12,367.31
Equipment/Jersey's*	\$25,536.00	\$74,490.51
Ice	\$268,102.18	\$240,192.53
Unused Ice	-	\$7,400.44
OMHA Insurance	\$16,192.00	\$37,805.00
OMHA League Fees/team	\$4,984.00	\$0.00
Merchant fees	\$11,312.10	\$10,470.51
Photos	\$4,155.00	\$735.63
Player Development	\$8,000.00	\$15,562.50
Referee	\$6,010.00	\$22,934.93
Police checks	\$1,680.00	\$0.00
Tournament entry fees	\$7,500.00	\$6,000.00
Timekeeper	\$3,400.00	\$12,321.50
OMHA League Fees - RS	\$623.00	\$623.00
Meeting room rentals	\$455.00	\$0.00
TOTAL EXPENSES	\$390,669.28	\$444,356.51
NET	-\$7,443.28	\$10,006.01

2019/20 – PHA Admin. Budget

PHA Admin Budget 2019/20		
	Estimated	Actuals
Donations	\$2,500.00	
Kawartha Lakes Tournament	\$20,000.00	
Mike Mulvaney	\$0.00	
Tyke Jamboree	\$0.00	
Coach Clinic fees	\$12,000.00	
Other revenue (Ice Billing/investments)	\$4,000.00	
TOTAL REVENUE	\$38,500.00	\$0.00
Expenses	Estimated	Actuals
Advertising	\$3,000.00	
Bank Service Charges	\$800.00	
Exec dinner/OMHA AGM/Trophies	\$4,500.00	
Direct deposits service fees	\$1,100.00	
Equipment/Storage	\$4,750.00	
Meeting Room rentals	\$1,250.00	
Office/admin/General costs	\$2,600.00	
IT/Website/Arbitor	\$3,500.00	
Coach Clinic	\$12,000.00	
PHA Treasurer - Honorarium	\$5,000.00	
TOTAL EXPENSES	\$38,500.00	\$0.00
NET	\$0.00	\$0.00

PHA Rep Budget Worksheet 2019/20	
Revenue	Estimated
Player Registration	\$255,000.00
Tryouts	\$15,000.00
PHA Admin Revenue @38%	\$10,070.00
TOTAL REVENUE	\$280,070.00
Rep Expenses	Estimated
PHA Admin expenses @38%	\$10,070.00
Coach Development	\$8,000.00
Equipment	\$5,000.00
Unused Ice	\$9,000.00
OMHA Insurance	\$9,775.00
OMHA Assessments	\$4,675.00
Hockey Canada Assessments	\$1,912.50
OHF Assesments	\$1,806.25
OMHA League Fees/team	\$37,825.00
Lakeshore fees	\$1,875.00
Merchant fees	\$7,650.00
Player Development	\$50,000.00
Meeting Room rentals	\$1,000.00
Police checks	\$1,250.00
Banners	\$1,170.00
Banquet/Trophies	\$18,000.00
First Aid Kits	\$1,500.00
General expense	\$1,000.00
Scheduler - Honorarium	\$1,950.00
Registrar - Honorarium	\$2,018.75
Head of TK - Honorarium	\$850.00
Head of Ref - Honorarium	\$850.00
Game Ice	\$97,683.75
TOTAL EXPENSES	\$274,861.25
NET	\$5,208.75

**2019/20 –
Rep
Budget**

HL Budget	
Revenue	Estimated
Player Registration	\$379,900.00
Sponsorship	\$3,000.00
PHA Admin Revenue @62%	\$16,430.00
TOTAL REVENUE	\$399,330.00
Expenses	Esitimated
PHA Admin expenses @62%	\$16,430.00
Advertising	\$2,500.00
Coach Development	\$11,250.00
Banquet/Trophies	\$7,650.00
Equipment/Jersey's	\$25,128.00
Ice	\$213,601.80
Unused Ice	\$4,000.00
OMHA Insurance	\$16,054.00
OMHA Assessments	\$6,468.00
Hockey Canada Assessments	\$3,141.00
OHF Assesments	\$3,656.50
Merchant fees	\$11,397.00
Photos (room rental/expenses only)	\$800.00
Player Development	\$26,540.00
Referee	\$6,350.00
Police checks	\$1,680.00
Tournament entry fees	\$16,700.00
Timekeeper	\$3,750.00
OMHA League Fees - RS	\$712.00
Meeting room rentals	\$550.00
Scheduler - Honorarium	\$3,315.00
Registrar - Honorarium	\$3,315.50
Head of TK - Honorarium	\$1,734.00
Head of Ref - Honorarium	\$1,734.00
TOTAL EXPENSES	\$388,456.80
NET	\$10,873.20

2019/20 – HL Budget



Election of Vacant Offices for 18-19
