

Pembroke Minor Hockey Association  
**Proposed Constitution Amendments**  
**AGM May 4, 2023**

Proposed by:	Proposed Amendments:																				
<p>Russ Schroeder April 4, 2023</p>	<p>Reg. 4. House League &amp; Competitive Playing Rules Amendment or new addition under this heading to be Competitive Selections.</p> <p>PMHA Rep teams shall, whenever possible, register a minimum of the following players</p> <table style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th></th> <th style="text-align: center;">Goaltenders</th> <th style="text-align: center;">Players</th> <th style="text-align: center;">Total</th> </tr> </thead> <tbody> <tr> <td>U11</td> <td style="text-align: center;">2</td> <td style="text-align: center;">15</td> <td style="text-align: center;">17</td> </tr> <tr> <td>U13</td> <td style="text-align: center;">2</td> <td style="text-align: center;">15</td> <td style="text-align: center;">17</td> </tr> <tr> <td>U15</td> <td style="text-align: center;">2</td> <td style="text-align: center;">15</td> <td style="text-align: center;">17</td> </tr> <tr> <td>U18</td> <td style="text-align: center;">2</td> <td style="text-align: center;">15</td> <td style="text-align: center;">17</td> </tr> </tbody> </table> <p>- Any deviation from this table must be submitted in writing to the Rep Convenor. At this point a selection committee of three board executive members (current or past) will be formed to evaluate the players at an ice time to determine if X amount of players are not deemed to be fit to play at that level due to either competence or safety concerns. Once the committee has made a decision of players ability or safety, the decision will be final and followed by the coach.</p> <p>- If there are not enough goalies in the association for that division one goalie may only be selected to ensure that house division has enough goalies to field their teams.</p>		Goaltenders	Players	Total	U11	2	15	17	U13	2	15	17	U15	2	15	17	U18	2	15	17
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<p>Lori Ann April 3, 2023</p>	<p>That a <i>Complaints/Grievance Coordinator</i> Position be added to the Executive</p> <p><i>Complaints/Grievance Coordinator: (2 year elected)</i></p> <p><b>Responsibilities</b></p> <ul style="list-style-type: none"> <li>*Complaints would be forwarded to the complaints officer who will create a write up of the complaint and send it to the appropriate executive member's looping in the president and risk and safety</li> <li>*Will look for language in the constitution for the solution to the complaint</li> <li>*If a discipline panel is dispensed will attend as a recorder and create a write up afterwards</li> <li>*All discipline items will be kept on all complaints and resolution for reference, and if a subsequent complaint or concern</li> <li>*Maintain and update with the constitution with approval of the Executive in an organized, clear, and concise matter</li> <li>*Create and update a complaint and appeal process with the approval of the executive.</li> </ul> <p><b>Qualifications</b></p> <ul style="list-style-type: none"> <li>strong interpersonal skills</li> <li>ability to research methodology and procedures for resolution for each individual case.</li> <li>a working knowledge of health and safety</li> <li>a working knowledge of constitutions</li> <li>excellent communications skills</li> <li>ability to act in a timely manner.</li> <li>excellent organizational skills</li> </ul>
<p>Rodney Hertwig April 4, 2023</p>	<p>That if any player in PMHA is to be brought in front of a disciplinary hearing or committee, that player is to be represented by their parents and a Representative such as his or her coach, manager or team representative.</p>

	<p>And that the Disciplinary process be updated sometime within the 2023-2024 season.</p>
<p>Terina Bell April 4, 2023</p>	<p><b>*Proposed* PMHA Member Representation Policy</b>  In an effort to promote a diverse and inclusive executive that reflects our ever changing membership; and to create opportunities for more members to participate in team roles, the following guidelines will apply to PMHA volunteers:</p> <p>A) An individual may only hold one position, appointed or elected, on the PMHA executive in a given year.</p> <p>B) An individual may only hold one position of Head Coach, Assistant Coach, Trainer or Manager on a Competitive roster in a given season.</p> <p>C) An individual may only hold one position of Head Coach on a House League roster in a given season.</p> <p>D) An individual may hold positions on the PMHA executive, a Competitive roster and a House League roster simultaneously, provided they do not violate Rules A-C in a given season.</p> <p>E) Any requests for an exception to this policy, must be submitted in writing to the respective Convenor, and must be approved by the PMHA Executive.</p>
<p>Jason Laronde April 4, 2023</p>	<ul style="list-style-type: none"> <li>- To amend the constitution throughout to update the language to reflect the current terminology (e.g. U18 instead of Midget, HEO, CRC to VSC etc.)</li> </ul>
<p>Jason Laronde April 4, 2023</p>	<p>To add the position of Bingo Coordinator to the PMHA Executive.</p>

**PMHA Bingo Coordinator Position** (2 year term appointed by the Executive during odd numbered years)

**Responsibilities:**

- Complete and submit Permit Application Forms twice a year for January - June and July - December each year, along with an actual budget and a proposed budget completed by the treasure.
- Create a list of volunteers and ensure that bona fide volunteers are trained, knowledgeable and updated about all policies and standards, all training materials and customer service initiatives.
- Ensure that two trained bona fide members are scheduled and carry out their duties for each charity assignment scheduled to PMHA.
- Complete a "Monthly Report to Municipality" showing the income received, expenses and use of proceeds and include a copy of the monthly bank statement(s), receipts and copies of the canceled cheques.
- Promote how the funds raised in the Charitable Gaming Centre support the good works they carry out in their community.
- Participate in all charity awareness initiatives directed by the OCGA (Ontario Charitable Gaming Association).
- Attend OCGA meetings and the AGM
- Maintain a list of volunteers who have worked the assignments and track credits given to them towards next year's registration for doing so.
- Report to the PMHA Executive on what is happening and provide updates.

**Qualifications**

- Strong interpersonal skills

	<ul style="list-style-type: none"> <li>- Excellent communications skills</li> <li>- Good time management skills</li> <li>- Excellent organizational skills</li> </ul>
<p>Don Bell April 4, 2023</p>	<p>To formally include Tournament Director into the constitution</p> <p><b><u>Tournament Director</u></b> (2 year term appointed by the Executive during even numbered years)</p> <p><b>Responsibilities:</b>  Ensure that PMHA-sponsored tournaments are well organized and run smoothly.  Be responsible for coordinating all PMHA Tournaments, except U7 and U9</p> <ul style="list-style-type: none"> <li>-Ensure all PMHA Tournaments are registered and receive approval.</li> <li>-Ensure all needed approvals and registrations are completed according to the requirements of the governing bodies.</li> <li>-Establish budget and participation objectives with PMHA to achieve the desired goals.</li> <li>-Schedule and oversee game officials.</li> <li>-Collect tournament registration fees.</li> <li>-Coordinate with the Ice allocator, ensure that tournament ice times are properly blocked off on the ice schedule.</li> <li>-Foster positive relationships with multiple hockey associations.</li> <li>-Complete tournament schedules.</li> </ul> <p><b>Qualification</b></p> <ul style="list-style-type: none"> <li>-Solid written and oral communication skills and a demonstrated ability to deliver timely results.</li> <li>-Able to work independently with minimal supervision.</li> <li>-Able to prioritize multiple engagements and deliverables while achieving deadlines</li> <li>-Able to work seamlessly and collaboratively with various internal and external stakeholders and teams.</li> </ul>