

HAWKS ATHLETIC CLUB
ANNUAL GENERAL MEETING MINUTES
JULY 16, 2024 @ 7:00 P.M.
Hawks Athletic Club Office

1. **Call to Order at 7:05 p.m.**
 - a. Official Welcome by President Shawn Melnyk.
 2. **Confirmation of Chairman of the Annual General Meeting.**
 - a. It was confirmed that Shawn Melnyk was Chairperson of the AGM.
 3. **Confirmation of Members present and entitled to vote.**
 - a. The Chair confirms that there **18** members present that are entitled to vote.
 4. **Additions or Deletions to the Agenda** - None.
 5. **Adoption of Agenda**
Motion by: Brock Harrison
Seconded by: Wes Schoenberger
CARRIED.
 6. **Presentation and approval of the Minutes from the 2023 Annual General Meeting**
Motion by: Rikki Mahony
Seconded by: Stephanie Malay
CARRIED.
 7. **Business Arising from the Minutes of the 2023 Annual General Meeting**
There was no business arising from the minutes of the 2023 AGM.
 8. **Presentation of the Reports of the Executive and Board of Directors of the Association:**
 - 8.1 **President's Report** –
Motion “to accept President's Report as presented. Motioned by: Darren Haire; Seconded by: Graham Gardiner; CARRIED
 - 8.2 **VP Finance** – Ademola Ajidagba
 - There needs to be more accountability and visibility in the financials than in previous years
 - Is not confident in any of the financial numbers that are floating around and needs to dive deeper into our financials before presenting anything
 - This coming year will be one where we can really figure out what our budget is
 - Sceptical that a “Full Audit” is the way to go this year. Leaning more towards a review
 - 8.2.1 **Appointment of the Auditor of the Association**
Metrix Group.
Motion: “to appoint Metrix Group as the auditor of the Association” by: Shawn Melnyk ; Seconded by: Ruth Ajidagba; CARRIED.
 - 8.3 **Executive Director's Report** – Sarah Baker
Registration: Numbers have not risen to pre-pandemic numbers and are decreasing every year.
- ED Areas of Focus This Coming Year:**
1. **Financial** - Working with the VP finance and appointed accounting firm to determine what do we have, what is owed to us, what do we owe, how much do we spend in a year - all questions I don't currently have the answer to.
 2. **Relationships** - Strengthening relationships between families, between players, between families and "The Hawks," and with partners and other stakeholders. Many

marketing items big and small fall into this group. I hope to focus on welcoming U7 families and helping them to feel truly a PART OF the Hawks. Looking to create a welcome package for new players. Launching “sibling colouring sheets” this year and a photo op sandwich board at early U7 ice times that says “My First Day of Hockey.” Merch will expand via print-on-demand to include options for everyone and we will push this as a gift idea closer to December.

3. **Communication** - Good communication sets us all up for success. Keeping an open line of communication between 'The Hawks' and Hawks families, creating a welcoming environment, and putting a 'face to the name' for myself and directors. Trying to get ahead of inquiries with communication before the family has to ask the question. Our new website will fall into this category.
4. **Efficiency** - Using tools available to us to reduce the administrative load in my position and in certain board positions like Gaming and Equipment. This includes email automations for gaming, registration automations, email templates for responses, linking as many accounts and services to each other, automatic bill payments, automated ice requests, digital forms for checking out equipment and for submitting expenses etc.

8.4 **V.P. Hockey Operations** – Graham Gardiner

- The season went pretty good hockey-wise though there was a lot in the background that Shawn and Graham were working through with staffing. Goalie camp is shaping up for the summer.

8.5 **V.P. Organization & Communication** - Kandyce Adkins

- o Sent in a job description to Sarah and Shawn.
- o If she was staying, she would be interested in automating some things like for the Oil Kings and banquet RSVPs
- o Happy about the transition to the @hawksathletics email system

8.6 **V.P. Evaluations, Tiering and Development** - Shaun Maslyk
Report attached

8.7 **Category Directors**

8.7.1 **U7 - Darren Haire, Dave Niven**

Overall happy with how U7 was run. Didn't have too many templates for emails. In a better position now. Would love to see U7 Hawks families getting to know each other more. Put some stress on volunteering for the Jamboree. Getting people used to volunteering.

8.7.2 **U9 - Gary Mandziuk, Brad Mader**

Table out front, Brad on the ice during evaluations. Good season for U9, stress the volunteer requirements from the first parent meeting. Cash calls might need extra explanation for U9 families. Tiering in U9 appeared to be pretty good.

8.7.3 **U11 - Quinn Carter, Jeff Chetek**

Tiering was spot on. Overall the coaching and assistant coaches were placed really well. Tiers 1 through 5 all did really well. Lots of great volunteer support for pathways, evals.

Moving to the future – connections with/between coaches, mentorship. Tier 1 and 2 players are always asking about HADP/AA etc. The question is always “How do we retain these players after their second year in U11?” Agree that volunteering commitments all starts at U7/U9.

8.7.4 **U13 - Jean-Marie Robert**

Tiering overall was pretty good. Nothing glaring. 504 was mis-tiered but got it sorted. 501 went to Tier 1 and stayed there. Always need to be conscious about being competitive on the ice – winning some and losing some. Not too much of either. Depending on our numbers, we will probably have a wide range of skill within each team. Liked how evaluations went. Some adjustment with the referees – adults not kids.

8.8 **Ice Allocator** - No report.

8.9 **Gaming Director** (Bingo/Casino) - Rikki Mahony –
Rikki's last update! Bingos last season were successful (though tons of work). Fined in January and in May. Recently fined by Fort Road for \$200.00 due to being short a worker. There were 29 families last season that defaulted on their mandatory bingos.

Casino Dec 10/11 this year.

8.10 **Equipment** – Stephanie Malay

U13 shells/socks

- The adult small new style went out to U13 teams.
- Youth XL was used as well. Gave out 5 xl socks.
- Med socks seemed to work well for most.

U11 shells/socks

- New style large fit majority but did not have enough.
- Med and small socks were required for sizing

U9 shells/socks

- Med shells fit the majority.
- Small socks seemed to work for majority

U7

- Teams seemed to enjoy new NHL colors. Need to confirm potential U7 numbers before the end of July.

Apparel

- We used All Sports this year to purchase an early bulk order for families. All Sports set up an online store and had products available to order and try on during evaluations.
- This worked well but the con was that families wanted to order later in the year and this was only bulk purchases.
- We signed a community rack contract for PHL. They have an inventory of Hawks apparel that can be purchased on demand.
- We need to decide ASAP on whether we will do both or just the one store.
- Sarah is looking at some other branding websites that offer novelty items. (Blankets, toddler items, etc)

Equipment Budget

- Proposed budget was presented to the board at our last regular meeting.
- Focus is on training equipment for all teams. Looking into more triangle aids, other development aids such as bumpers and dekers.
- 2 more goalie sets for U9. Heavy and old equipment was donated.
- Reoccurring consumables such as socks, stickers, bingo daubers, helmet repair kits
- More C's and A's (teams would like 2 A's)
- Team apparel budget was discussed for head coaches. All head coaches should have a track suit with Hawks branding (\$100 per team)

8.11 **Disputes & Arbitration** - No report

Elections/Acclamations

As per our bylaws, there are no nominations allowed from the floor. Nominations were to have been submitted to the Executive Director at least 30 days before the date of the AGM.

Positions to be filled:

VP Hockey Operations (2 year term) – Quinn Carter accepts the nomination. There are no other candidates. Quinn is elected by acclamation.

VP Organization & Communication – Brock Harrison accepts the nomination. There are no other candidates. Brock is elected by acclamation.

Disputes and Arbitration

Gaming

Fair Play/Good of the Game

Positions that are entering the 2nd year of their 2 year term:

- Shawn Melnyk as President
- Shaun Maslyk as VP Evaluations & Development
- Stephanie Malay is in her last year as well

The **appointment of Directors** will follow at the next General Executive Meeting in August

Signing Authorities

The signatories on all of the Hawks Athletic Club Bank Accounts will change/remain as follows:

Shawn Melnyk - President

VP Finance – Ademola Ajidagba

Sarah Baker - Executive Director

10. **Motion to destroy the Ballots for the Election of the Executive of the Association**
No motion required as nominations were by acclamation or there was no nominee for the said position (therefore no ballots).
11. **New Business**
Changes to Bylaws, attached
Moted by Rikki Mahony
Seconded by Kandyce Adkins
12. **Notice of Next Annual General Meeting:** To be announced in May/June 2025.
13. **Adjournment: 9:47 p.m.**
Motion by: Shawn Melnyk
Seconded by: Graham Gardiner
CARRIED.

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ANNUAL GENERAL MEETING
JULY 16, 2024 @ 7:00 P.M.
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AGENDA

1. Call to Order and Official Welcome
2. Confirmation of Chairperson of the Annual General Meeting
3. Confirmation of members present and entitled to vote.
4. Additions or deletions to the Agenda
5. Adoption of Agenda
6. Presentation and approval of the minutes from the 2023 Annual General Meeting.
7. Business arising from the minutes of the 2023 Annual General Meeting.
8. Presentation of the reports of the Executive and Board of Directors:
 - 8.1 President – Shawn Melnyk
 - 8.2 VP Finance – Ademola Ajidagba
 - Report
 - Presentation of the Financial Statements of the association
 - Appointment of the auditor of the association
 - 8.3 Executive Director – Sarah Baker
 - 8.4 V.P. Hockey Operations – Graham Gardiner
 - 8.5 V.P. Organization & Communication - Kandyce Adkins
 - 8.6 V.P. Evaluations, Tiering and Development – Shaun Maslyk
 - 8.7 Category Directors
 - 8.7.1 U7 - Darren Haire, David Niven
 - 8.7.2 U9 – Gary Mandziuk, Brad Mader
 - 8.7.3 U11 – Quinn Carter, Jeff Chetek
 - 8.7.4 U13 – Jean-Marie Robert
 - 8.8 Ice Allocator - Vacant
 - 8.9 Gaming Director (Bingo/Casino) - Rikki Mahony
 - 8.10 Equipment - Stephanie Malay & Irina Goodwin
 - 8.11 Disputes & Arbitration - Vacant
 - 8.12 Minor Hockey Week
9. **Elections**

Nominations:

 - Brock Harrison - VP Organization and Communication
 - Quinn Carter – VP Hockey Operations

Positions entering the 2nd year of their 2-year term:

 - President – Shawn Melnyk

Positions Available:

 - Gaming
 - Disputes
 - Ice Allocator
10. Motion to destroy the ballots for the election of the Executive of the Association.
11. New Business
 - Change to Bylaws
12. Notice of Next General Meeting
13. Adjournment



July 16, 2024

HAWKS ATHLETIC CLUB – 2024 AGM

PRESIDENTS REPORT

By Shawn Melnyk

This year began with a lot of transition. Needing to find executives to fill out the board proved to be the primary task. Shaun Maslyk was the first to be approached for VP-Development/Coaching. He has not disappointed, spear heading Hawks on ice coaching and off ice coaching workshops and chairing our evaluations contractor committee in preparation for coming seasons. Next we needed a VP Finance and Ademola Ajidagb stepped forward and has been integral this season not necessarily with his finance acumen, but with identifying all of the financial blind spots we continued to uncover.

As the season began, there was a discovering of shortcomings with accountability with regards to off ice administration. The decision was made to move forward and begin to plan for a transition from Lorraine as Registrar/ED and begin the search for a new ED. The executive met with other organizations, employment lawyers and met to vote on moving on from Lorraine.

The search began with reaching out to our membership and with a considerable amount of interest, we believe we found the one individual who will help the organization get back into good working order and then transcend the club beyond elected board members and provide consistency, direction for members, for years to come. With Sarah Baker, we believe we found that individual and over the last two and half months, the changes have been uncanny with so many processes already in place and as we sit here, the sky is the limit with Sarah. We are in good hands.

Hockey Edmonton Board Changes

In June 2024, the unanimous vote initiated the change of Hockey Edmonton's board structure from having zone's, elite clubs and condensed the Board to 7 to 9 independent board members. The search for members is underway and will look to implement the new structure in ~6months time. This move is beneficial for the Hawks as we will be part of the 'Community' Hockey committee which will give us a vote on all matters that affect the club a higher level. More to come.

Hawks Athletic Club 2024 AGM

Shaun Maslyk – VP of Player Development and Tiering

1. Player and Coaching Development:

Our mission is to provide valuable resources for all Hawks Athletic coaches, ensuring consistent development across our organization and for the members we serve. We are dedicated to helping coaches elevate the players' experience while supporting and collaborating with them every step of the way.

2023-2024 Over Goal:

During the 2023-2024 year my aim was to begin establishing a “coaching way of being” for the Hawks Athletic Club. This means taking a “coach approach” to the way we think about the game. Coaching is a transformative process that requires coaches to intentional focus on the players (the devil is in the details). A coach is most effective when they can help a player understands “why” and “how” we are doing specific drills, practicing specific skills etc.

We don't just want to let players run through drills or just let them out on the ice, we want to help guide them in becoming the best player they can. Coaching is a word we often use without much thought; however, the essence of “coaching” is very important and requires great attention. I believe player development starts with coaching development, ensuring that our coaches embody the coaching mindset. In 2023-2024 the goal was to start introducing coaching clinics, structures to practices and ensuring coaches understood the value of their role as a coach.

Furthermore, we know that volunteers are busy individuals, and they want to do the best they can, however, coaching can be overwhelming so we wanted to provide assistance and structure to the coaches. Providing them with manuals and guiding principles.

Reflection:

Originally, I assumed that we could create, organize and develop these manuals, however, it has taken more time than anticipated. Time to collect data by observing practices, interacting with other coaching, and getting everything into a manual.

The foundational work has been done in 2023-2024 and now in the 2024-2025 the goal will be too full integrate the manuals. A large part of my time in 2023-2024 was spent creating drafts of the manuals and documents, now we can implement these manuals.

- **September 2023:** Held an on ice and off ice coaching develop clinic:

- **Aim:** To show coaches specific hockey skills and “how to teach” critical skills for player development. The office section was focused on how to establish your own way of being as a coach. The importance of establishing a coach like mindset and skills to ensure players are being coached to develop and succeed all while having fun.
- Skills
- **November 2023:** Held an off-ice coaching development session aimed at teaching how to construct proper practices to maximize player development.

2024-2025 Commitments:

- **Skills Development Sessions:**
 - To establish a weekly (12 weeks) skills development program for U9, U11, and U13. These sessions will be offered to Tier 1 and 2 of each division with the intent to develop and enhance skills.
- **Coaching Guiding Principles:**
 - To implement across all divisions our organizations coaching guiding principles which will reflect and the mission and values of the Hawks Athletic Club. Successful hockey clubs start with clubs who share common goals and missions.
- **Category Coaching Manuals:**
 - To provide each division with their own coaching manual which will have details on how to be as a coach, how to coach skills, drills explanations, how to coach drills etc.
- **Video Archive:**
 - To successfully create and implement a video library of drills and skills explained in detailed but short form (40 videos)

2. Evaluations and Tiering

We created a committee to evaluate and examine the results from Sports Evaluation’s evaluation for the 2023-2024 season.

The Desired Goal:

"How do we create an evaluation process that is fair, reliable and consistent so the Hawks players are placed within appropriate tiers based on their proficiency?"

Cost:

On a 3 Year Term, the price would remain the same as last year and 3 additional years. \$16,900 + GST up to 250 Kids Evaluated. (\$70 per player additional)

For a 1-year term – there would be a price increase of 5%.

Decision:

To sign with Sports Evaluation for a 1-year extension. During this year, we will work closely with Sports Evaluation to determine if we will commit to a longer partnership.

Rationale:

After the following investigation, we have decided to proceed with a 1-year commitment with Sports Evaluation. We had hesitations about signing for 3 years since the consensus was that we wanted to test out Sports Evaluation for one more year in order to see if they will collaborate more with the category directors, which we collectively feel will help with the evaluation process. Our top priority is to focus on transparency. We want the process to be extremely transparent for the category directors, the parents, and the board. Justin has committed to providing the Hawks with as much transparency as possible.

Regarding costs, we determined that the 5% price saving (by signing for 3 years) wasn't a substantial savings, as we were concerned about being stuck with Sports Evaluation for 3 years if the process does not go well.

The decision was made through:

- Consultation with category directors, conversations with Justin from Sports Evaluation, and discussions with SWAT's player development director.

Keys to Success:

1. All members who have children within the Hawks will be sent an email providing details of the evaluations (1st Communication).
2. A social media post will be directed to bring awareness to the members to watch out for the emails with all the information pertaining to evaluations (2nd Communication).
3. A further email will be sent to member parents (similar to the first email) (3rd Communication).

4. During player evaluation check-in, parents will receive a hard copy of the evaluation process.
5. Category directors are fully aware of the evaluation process.
6. Any questions, concerns, or comments will be directed to category directors. If they need to escalate the issue, Shaun Maslyk (Evaluations) will be contacted. Should Shaun need assistance, he will contact Justin from Sports Evaluations directly. Shaun will keep Graham and Shawn Melnyk informed.

2024-2025 Commitments:

Communication will be critical this year. We want to over communicate, if possible, with evaluations this September.

- Communicate in detail when evaluations will take place as soon as we get confirmation from the city to our ice times.
- Inform Justin from Sports Evaluation as soon as our times are confirmed.
- Email the parents details about the evaluation process. This means sharing all relevant information from Sports Evaluation such as the drills that will be in the evaluations, Sports Evaluation process, the FAQ on Sports Evaluation's website
- Clear communication that any questions, concerns or comments pertaining the evaluation process need to be directed at the category director. The category director will have the FAQs, and other information that will be shared from Justin. If the category director can not solve the issue, they will contact Shaun Maslyk who will try and solve the issue, and if not, Shaun will contact Justin.
- **Key to success:**
 - o Communication with the parents, category directors and Justin

Equipment Report 2023- 2024

GEAR OUT

- U13 shells / socks
 - The adult small new style went out to U13 teams.
 - Youth XL was used as well.
 - Med socks seemed to work well for most. Gave out 5 xl socks.
- U11 shells/ socks
 - New style large fit majority but did not have enough.
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- U9 shells/socks
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- U7- Teams seemed to enjoy new NHL colors. Need to confirm potential U7 numbers before the end of July.

APPAREL

- We used all sports this year to purchase an early bulk order for families. Allsports set up an online store and had products available to order and try on during evaluations.
- This worked well but the con was that families wanted to order later in the year and this was only bulk purchases.
- We signed a community rack contract for PHL. They have an inventory of Hawks apparel that can be purchased on demand.
- We need to decide ASAP on whether we will do both or just the one store.
- Sarah is looking at some other branding websites that offer novelty items. (Blankets, toddler items, ect)

BUDGET 2024-2025

- Proposed budget was presented to the board at our last regular meeting.
- Focus is on training equipment for all teams. Looking into more triangle aids, other development aids such as bumpers and dekers.
- 2 more goalie sets for U9. Heavy and old equipment was donated.
- Reoccurring consumables such as socks, stickers, bingo daubers, helmet repair kits
- More C's and A's (teams would like 2 A's)
- Team apparel budget was discussed for Head coaches. All head coaches should have a track suit with Hawks branding (\$100 per team)

- Extra black and blue pucks will be ordered.
- Will need to order more first aid kits
- Teams would like more pucks next year and /or a second puck bag.
- Garment bags are torn and zippers need to be replaced. U13 jerseys are a lot heavier so these bags are in the worst condition.

ACTION ITEMS 2024-2025

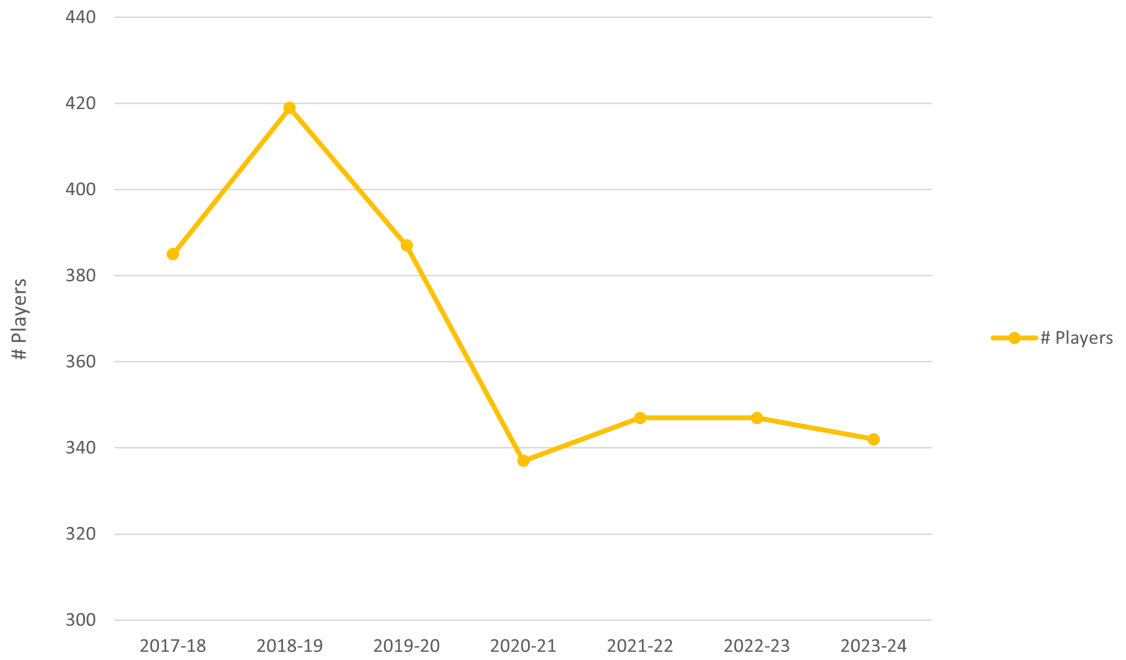
- Hawks Equipment order and Timbit gear will be made at the end of July.
- Inventory to be done in the equipment room. All items will be categorized and set up to scan in and out. Dates to be determined.
- All equipment will be signed in and out by team number and Head coach using the Monday app. Each coach will receive an email confirming what the team has assigned to them for the season. Please double check numbers. Comment section will be included that can identify wear and tear damage or other issues with the equipment.
- At any time further equipment is required/returned please make sure that it is signed in/out. This will be a more transparent way to keep track of equipment for coaches and the equipment director
- Lastly, My youngest son will be aging out of Hawks after this upcoming season . We will need to begin the transition/ training for an Equipment Director to replace me at the end of the 2024-2025 season.

However, I am looking forward to all the exciting Hawks improvements in all areas of our program. The office clean up is looking awesome. Thank you Sarah and all the extra hands involved in this organization.

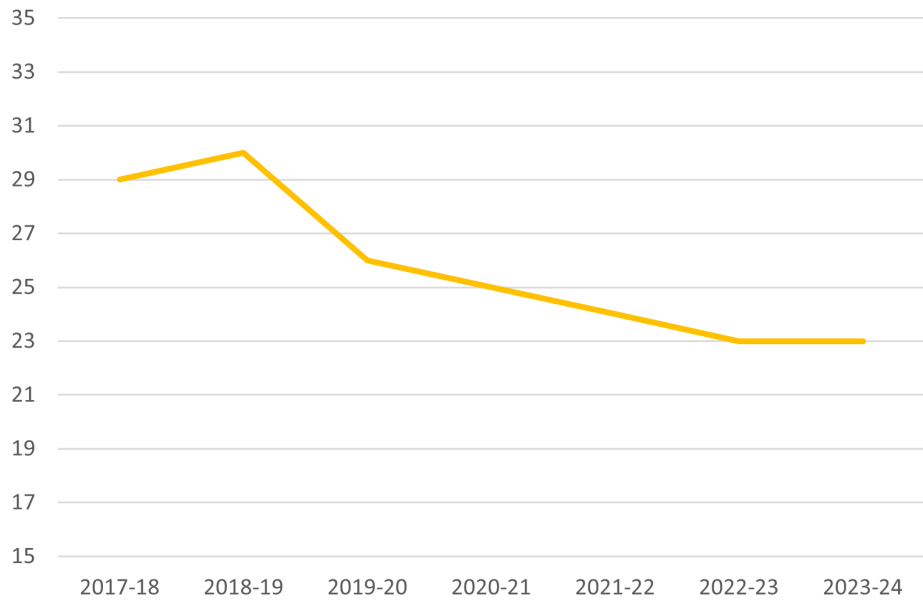
Shawn, you have made such an impact on the 2023- 2024 Hawks organization. So many necessary, confrontational decisions that will benefit our program for years to come. It takes a strong leader with a vision for change and not afraid of taking risks. You were the right guy to take that on. You've surrounded yourself with great people that will help get done what is required.

Sincerely,

Players - 2017/18 to 2023/24



Teams. 17-18 to 23-24



Registration Report
Hawks Athletic Club
Season Comparative - # of Players and # of Teams

Season	U7																U9				U11				U13				U15				Total Players	Total Teams
	Discovery		Discovery		Jr. Timbits		Jr. Timbits		Sr. Timbits		Sr. Timbits		U9		U9		U11		U11		U13		U13		U15		U15							
	Players	Teams	Players	Teams	Players	Teams	Players	Teams	Players	Teams	Players	Teams	Players	Teams	Players	Teams	Players	Teams	Players	Teams	Players	Teams	Players	Teams	Players	Teams	Players	Teams						
2023-24	22	2	22	2	46	4	46	4	103	6	85	5	64	4														342	23					
2022-23	20	2	32	3	44	4	44	4	98	5	71	4	82	5														347	23					
2021-22	22	2	40	4	44	4	44	4	83	4	76	5	82	5														347	24					
2020-21	21	3	28	3	39	4	39	4	73	4	110	7	66	4														337	25					
2019-20	20	2	33	3	44	4	44	4	98	5	122	8	70	4														387	26					
2018-19	28	3	38	3	56	6	56	6	123	7	107	7	67	4														419	30					
2017-18	21	2	34	3	62	6	62	6	115	8	92	6	61	4														385	29					
2016-17	31	3	35	3	62	5	62	5	93	6	80	5	50	3	31	2												351	25					
2015-16	54	4	63	5					96	6	54	3	49	4	18	1												316	22					
2014-15	64	4	49	4					86	5	59	3	49	3	19	1												307	19					
2013-14	63	3	69	5					66	4	63	4	49	3	35	2												310	19					
2012-13	53	3	58	5					64	4	47	3	45	3	37	2												267	18					
2011-12	67	3	40	3					59	4	39	3	66	4	31	2												271	17					
2010-11	36	2	39	3					57	4	55	3	49	3	49	3												236	15					
2009-10	42	2	47	4					49	3	72	5	56	3	50	3												266	17					

Note #1: From 2009 to 2016 - Discovery was known as INITIATION 1 and Jr. and Sr. Timbits were known as INITIATION 2.

Note #2: Beginning the 2017-2018 Season - the Bantams moved to the NWZ to fall in line with all the other Zones in Edmonton that were already running the Bantam program.