HAWKS ATHLETIC CLUB
ANNUAL GENERAL MEETING
JUNE 26, 2025 @ 7:00 P.M.
Hawks Athletic Club Office

MINUTES

1. Call to Order and Official Welcome ***at 7:04pm by Shawn Melnyk***
2. Confirmation of Chairperson of the Annual General Meeting
   It was confirmed that Shawn Melnyk is the official chairperson of the Annual General Meeting
3. Confirmation of members present and entitled to vote.
   There are **14** members present and entitled to vote.
4. Additions or deletions to the Agenda - None
5. Adoption of Agenda
   ***Motion to accept** the agenda as presented / Jean-Marie Robert, seconded by Bryan Bartman
6. Presentation and approval of the minutes from the 2024 Annual General Meeting
   ***Motion to accept** the minutes of the 2024 Annual General Meeting as previously circulated / Stephanie Malay, seconded by Darren Haire
7. Business arising from the minutes of the 2024 Annual General Meeting – None to discuss
8. Presentation of the reports of the Executive and Board of Directors:

   8.1 President – Shawn Melnyk
   * **Motion** to accept the President's report as presented / Bryan Bartman, seconded by Adam Ferrante

   8.2 VP Finance – Ademola Ajidagba
   - Report
   - Presentation of the Financial Statements of the association
     - **Motion** to accept the 2023-2024 audited financial statements as presented / Amy Delday, Quinn Carter
   - Appointment of the auditor of the association
     - **Motion** to assign the appointment of auditors for the annual audit/review to two members of the executive / Shawn Melnyk, Bryan Bartman

   8.3 Executive Director – Sarah Baker
   8.4 V.P. Hockey Operations – Quinn Carter
   8.5 V.P. Organization & Communication – No report
   8.6 V.P. Evaluations – Reported on by Shawn Melnyk
   8.7 Category Directors
   - 8.7.1 U7 – Amy Delday, David Niven
   - 8.7.2 U9 – Gary Mandziuk, Bryan Bartman
   - 8.7.3 U11 – Darren Haire, Adam Ferrante
   - 8.7.4 U13 – Jean-Marie Robert

   8.8 Ice Allocator - Vacant
   8.9 Gaming Director (Bingo/Casino) - Vacant
   8.10 Equipment - Stephanie Malay
   8.11 Disputes & Arbitration - Vacant
   8.12 Minor Hockey Week

9. **Elections**
   Nominations:
   - Mary Darling - VP Organization and Communication
   - Shawn Melnyk – President
   - Bryan Bartman – VP Evaluations
   - Ademola Ajidagba – VP Finance

   Positions entering the 2nd year of their 2-year term:
   - VP Hockey Operations – Quinn Carter

   Positions Available:
   - Disputes
   - Ice Allocator

10. Motion to destroy the ballots for the election of the Executive of the Association.
11. New Business
    - ***Motion** to move all Board member job descriptions out from our bylaws and into our policies document. / Shawn Melnyk, seconded by Jean-Marie Robert.
12. Notice of Next General Meeting – to be announced in the spring of 2026.
13. Adjournment

2025 Hawks AGM Reports

President, Shawn Melnyk

As we close out the 2024–2025 season, I'm pleased to report that this year has been one of focused rebuilding and renewed direction for the Hawks Athletics Club. Our efforts have centered around getting the organization back on strong operational and financial footing, while also enhancing the programming and support we offer to our players and families.

Organizational Rebuilding and Financial Oversight
We entered this season with the goal of strengthening our internal structure and improving clarity across all areas of club operations. Financially, we took a major step forward by completing a full external audit with Metrix Group. Their review confirmed where we stood and highlighted several areas for improvement. We've already begun applying these learnings to ensure better long-term financial stewardship and transparency.

Program Development and On-Ice Growth
This year marked our first full season of structured development sessions for U9, U11, U13, and our goaltenders. These sessions were well-received and had a positive impact on player development. While successful overall, they also provided us with valuable insights to refine and grow the program in the seasons to come.

Governance and External Representation
I have continued to represent the Hawks at the broader Hockey Edmonton table throughout the year. This included participating in the U11 AA engagement sessions, attending the monthly Community Committee meetings, and taking an active role in discussions around U9 programming, boundary alignment, and the overall relationship between Hockey Edmonton and its Minor Hockey Associations.

I also attended the Hockey Edmonton AGM, where I addressed Hockey Edmonton's $300,000 deficit for 2023–24. I advocated for stronger leadership, improved financial responsibility, and better communication with community-level clubs like ours.
In addition, I sit as Chair of the Community Boundary Committee, working alongside other clubs to reassess how elite boundaries interact with community boundaries—particularly in light of Edmonton's ongoing growth and the evolving makeup of our community associations from U7 to U13.

Northwest Zone Involvement
This year, I have also served as the Hawks representative on the Northwest Zone board, working alongside our counterparts at Whitemud West. These monthly meetings have helped align our club with broader zone priorities and have given us a seat at the table to influence decision-making at the zone level.

Looking Ahead

This season has brought real, tangible improvements to how we operate as a club—on the ice, off the ice, and in how we govern ourselves. I'm proud of the progress we've made, and I'm energized by the momentum we've created.
As we look to the future, I will be seeking a second term as President. I remain committed to continuing this work, building stability and success for the Hawks organization and the players we serve. We will keep growing our Hawks family and, importantly, continue to support and invest in our volunteers—who are, without a doubt, the most important contributors to the success of any season.

Each year, I take the time to read every piece of annual feedback submitted. I often focus on the constructive or negative comments first to identify where we can do better. But what always stands out is how overwhelmingly positive the feedback truly is. Seeing how many families feel welcomed, supported, and connected to the Hawks community reminds me why we do this work. We're not just developing hockey players—we're creating a place where families feel at home, and that's something I will continue to prioritize in the seasons ahead.

VP Communications and Organization, Mary Darling

Building Connection Across the Club
One of the primary goals this season was to strengthen the connection between the club and its members through communication, recognition, and opportunities for engagement.
Highlights included:

- 10 monthly club newsletters
- 17 Player Spotlights featuring players from U7, U9, U11, and U13 team
- Recognition of 19 team sponsors
- Regular social media content and team coverage
- End-of-season Coach of the Year and volunteer recognition communications

The Player Spotlight program was particularly successful, providing an opportunity to celebrate players from every team while highlighting the effort, attitude, commitment, and sportsmanship demonstrated throughout the season. The program generated strong engagement from families and became one of the most consistently positive features of our communications throughout the year.

Listening to Our Members
This season we expanded opportunities for member feedback through:
Evaluation & Team Formation Survey (76 responses)
Mid-Season Parent Check-In (64 responses)
Coach Feedback Survey (122 responses)

The response from members provided valuable insight into what is working well and where improvements can be made. Collectively, these initiatives generated more than 260 member responses throughout the season and provided valuable insight to support Board decisionmaking.
Beyond gathering feedback through surveys, the club expanded opportunities for direct member involvement. Parents were invited to participate alongside Board members on the Evaluation Committee, helping review policies, identify opportunities for improvement, and contribute to recommendations for future seasons. This represented an important step toward creating more collaborative and transparent decision-making processes within the club.

Strengthening Communication
The focus this season was not simply communicating more, but communicating more consistently and transparently.
Key initiatives included:

- Regular newsletter distribution
- Increased social media engagement
- Registration and development program communications
- Playoff and conduct communications
- AGM and governance communications

The goal remains to ensure families have timely information while helping members better understand the work happening behind the scenes throughout the year.

Governance & Organization
Significant time was also invested in evaluation policy review and governance-related initiatives.
Highlights included:

- Led a comprehensive review of evaluation policies and practices with the Evaluation
- committee
- Facilitated collaboration between Board members and parent volunteers throughout the
- policy review process
- Development of conflict-of-interest guidelines
- Consultation with the Sport Dispute Resolution Centre of Canada (SDRCC)
- Review of best practices related to team selection and organizational governance

This work will continue into next season and is intended to strengthen transparency, consistency, and confidence in club processes.

Looking Ahead
As we move into the 2026–2027 season, priorities include:

- Creating more opportunities for members to contribute ideas, feedback, and expertise
- throughout the year through project-based initiatives and volunteer roles beyond Board
- positions.
- Supporting implementation of updated evaluation policies
- Continuing to celebrate players, volunteers, coaches, and sponsors
- Using member feedback to guide future improvements

This season reinforced that some of our best ideas and improvements come from the members themselves, and I look forward to creating more opportunities for families to help shape the future of Hawks hockey.

Thank you to the many volunteers, coaches, team staff, sponsors, and families who contributed their time and energy throughout the season. Hawks hockey continues to thrive because of the people who make this community possible.

VP Finance

This is the first time the club has had an audited financial statement. Key highlight from the report is “emphasis of matter” saying that prior to this year they can’t really speak to the opening balances. We are now officially following Canadian Accounting Standards for Non-Profits.

Executive Director

It is difficult to summarize the last year but below is a point form list of the projects I have completed or am well into the process with.

- Launched a new website with better functionality
- Collected real Hawks images for the website and launched an automated chat feature.
- Supported monthly newsletter creation.
- Streamlined purchasing processes for things like Conditioning Camp and Oil Kings Night
- Moved all team bank accounts under one umbrella.
- Facilitated an external audit.
- Built a shared registration database for board access (Monday.com)
- Automated key admin tasks to reduce manual work.
- Game Threads - Started a jersey recycling program to clear warehouse space and reduce waste.
- Created the *Bored Siblings Club* — a fun program for kids during evaluations.
- Listened to feedback from Managers and Coaches and have created new automated training tools that will auto-send to managers each month during the season with reminders to do things such as "update your team parents on the budget and spending" and directing them to resources for tournament applications and other helpful points. The TeamSnap Manager chat this year was very active and very helpful.

VP Hockey Ops, Quinn Carter

Tiering

- In the 2024-25 hockey season, the addition of a second tiering round, prior to playoffs, worked well for the club. Three Hawks teams (HK401, HK404, and HK503) won gold in their respective playoff tiering groups.
- Hawks Athletic Club is currently in active consultation with EFHL regarding further updates to the tiering procedures for the 2025-26 season. In addition to a second, pre-playoff tiering round, the new procedures will likely feature anonymized presentations of team data, assigned tiering committees for age categories, processes for limiting potential conflicts of interest, strength of schedule considerations, and strict timelines for requests and appeals.

Disputes

- In the 2024-25 hockey season, the VP Hockey Operations served as the *de facto* disputes director for the club, and will likely continue in this role for the coming season.
- The Hawks Athletic Club is presently working with club members to develop an updated disputes policy that will align the club's dispute resolution processes with current best practices in Canadian youth sport.

VP Evals, presented by Shawn Melnyk

- Skills development went well this year as the first year. TJ Woodward, former Hawks dad, has been contracted to run the development skates this year with the help of Hawks coaches.
- It is important for coaches to be reading the coaching manual

U7 Director's Report, David Niven and Amy Delday

Registrations Overview

Discovery: 16 players (2 teams)
Jr. Timbits: 22 players (2 teams)
Sr. Timbits: 53 players (5 teams)
This season, we introduced an option for Jr. Timbits to register with the Sr. Timbits group, allowing them an additional ice time per week. This initiative was well-received and will be offered again in the upcoming season.

Player Development

- Learn to Skate: Edges provided two sessions for both Discovery and Jr. Timbits groups,

helping our youngest players build foundational skating skills.

- Looking Ahead: We plan to expand our skating development program to approximately 12 weeks next season. This will not only enhance player development but also give coaches valuable time to connect with players and refine their coaching strategies.

Game Play & Partnerships

We partnered with EFHA and KC for Sr. Timbits games, which proved successful. The back-to-back ice times at Castledowns Arena allowed for efficient scheduling and enjoyable inter-club play.

We will explore continuing and expanding this partnership next season, as players and coaches appreciated the opportunity to compete with other clubs.

Closing Remarks

The 2024/2025 season was a strong year for our U7 program, with growth in participation and development. We're excited to build on this momentum and continue providing a fun, supportive, and skill-building environment for our young Hawks.

U9 Directors, Bryan Bartman and Gary Mandziuk

June 26th, 2025

The 2024/25 season was one to remember, filled with exciting hockey and meaningful progress. Growth and development remained a priority—not just within our own organization, but also across Hockey Edmonton and Hockey Alberta. While each association may take a different path toward these goals, we are proud to say that our HAWKS stood strong from the puck drop to the final buzzer.

Season Highlights:

- **Team Progression:**
  We began the season with six teams spread across Tiers 1 to 6. By season's end, three of our teams had moved up to more competitive tiers—clear evidence that our long-term development strategies are paying off.
- **Full-Ice Exhibition Series:**
  This year marked the introduction of the Full-Ice Exhibition Series, transitioning U9 play from half-ice to full-ice. The "great full-ice debate" was a constant topic throughout the season, with many viewpoints on what's best for our players. Despite the challenges, our coaches and players adapted with determination and enthusiasm, developing systems that kept our HAWKS both competitive and progressing.
- **Pond Hockey Extravaganza:**
  A highlight of the season was the U9 Pond Hockey Extravaganza, held outdoors at Cattail Crossing during the kickoff weekend of Minor Hockey Week. Although the weather didn't fully cooperate, the event was a memorable experience. The smiles on our players' faces told the real story—pure joy and a love for the game.

As directors, this season was both fulfilling and rewarding. The growth we've seen—on and off the ice—has been truly inspiring. We are excited to see what our HAWKS will bring to the 2025/26 season!

A heartfelt *stick tap* goes out to all the parents, coaches, managers, treasurers, jersey parents, and all volunteers. Your support, time, and passion make this program possible. Thank you!

Gary Mandziuk & Bryan Bartman**, **2024/25 U9 Directors

U11 Report, Darren Haire and Adam Ferrante

The U11 teams were tiered correctly with the exception of HK405 at the end of the season. Hockey Edmonton created a green level to tier 5 for the playoffs, and HK405 should have been there with the rest of the teams as they were competitive with throughout the regular season. They were left in blue due to the goals for and against formula that was used for tiering this past year. There will be a new formula in place for 2025/2026 that should correct this issue.

No major concerns were brought about by the evaluations.
3 of 5 teams played in the playoff finals:

HK401 – Gold
HK402 – Silver
HK404 – Gold - also won Minor Hockey week

- All the coaches received good to excellent feedback, and the U11 group as a whole did really well in 2024/2025. Coach of the year went to Bryan Bartman, coach of HK405. Great job, Bryan, fur coats for everyone.
- The head coach of HK404 also brought up an affiliation issue this year. A team from St. Albert affiliated a player to make them better instead of nee, the player was leading them in scoring as an affiliate. The issue was brought up with EFHL and Hockey Edmonton, and the player's affiliation was revoked.

U13 Director, Jean-Marie Robert

1. **Evaluations**

Evaluations ran smoothly this year. A lot of pressure is placed on the Directors to coordinate volunteers, player placement, evaluators, jersey cleaning, table setup, etc. The new Evaluations Coordinator will be a great help.

Recommendations:

- See evaluations report submitted by the U13 Director.

Team Formation:

Four U13 teams were formed.

Team	Tier	Head Coach	Player Recognition	Notes
HK501	1	Jean-Marie Robert	Jaxson Musey	
HK502	3	Jordan Gauld	Ryland Malay	
HK503	4	Tyler Kapty	Miles Mamic	Gold City finals
HK504	6	Shaun McCabe	Hayden Misener	Silver City finals

League play revealed mixed results. While HK501–HK503 were competitive despite losing records, HK504 struggled due to the North/South tiering instead of color tiering.

Recommendations:

- We will have to closely monitor the tiering/re-tiering policy being implemented by EFHL. My feeling is the initial tiering will be crucial. It might be better to “under-tier” the teams and request to be moved up, rather than “over-tiering” and hoping the teams get pushed down.
- We have to closely monitor our evaluations and see if we have a true tier 1 team this season. We’ve had 2 seasons in a row with struggling tier 1 teams. We especially need to be mindful of our goalie numbers and caliber.

Operational Challenges:

- **Practice Ice:** As with all HE associations, there is an acute practice ice shortage.
- **Behavioral Incidents:** This season proved challenging with U13 parents exhibiting improper behavior. We will have to reiterate and reinforce the importance of the fair play pledge.
- **Team Budgets:** We received some parent concerns regarding the team budgets. As of June, only 2 of the 4 teams had closed their accounts. As of June 25, we still have one team with an open account. Next season we will have to enforce better team budget communication to ensure transparency.
- **EFHL Suspensions:** There were some issues this season with suspension reporting by the EFHL. The U13 director will have to closely monitor suspension notifications.

Conclusion:
I am looking forward to next season.

Equipment Report, Stephanie Malay

It's been a great hockey season for the Hawks! Here's a summary of our equipment updates, needs, and plans going forward:

Equipment Updates

- Training Equipment: This past year, we focused on purchasing additional training equipment to support player development.
- Shooting Targets: We purchased 12 metal shooting targets, which will be available for teams to use in the upcoming season.

Returns & Condition Updates

- Gear Returns: All equipment gear, jerseys, and shells have been returned.
- White U13 Jerseys: These are in rough shape and will need replacement.
- U9 Goalie Gear: The current sets are very worn and outdated.

Upcoming Orders & Needs

- New Jerseys: Additional white U13 jerseys will be ordered.
- Evaluation Jerseys: A few more numbered jerseys for evaluations will also be ordered.
- Weighted Pylons: We are running low due to some being misplaced. These will need to be re-ordered.
- U9 Goalie Gear: 12 new sets of goalie gear will be purchased and included in the budget. Note: Neck guards have already been purchased and are not required at this time.
- U7 timbits jerseys, socks and medals will be ordered when the link is open. We will look into ordering 14 jerseys per team.

Budget

- A budget was created and approved based on these 2025-2026 identified equipment needs.
- Jerseys are not currently included in this approved budget, as Sarah is exploring options and making final decisions regarding suppliers.

Next Steps

- Inventory Date: We need to set a date for a full equipment inventory.
- Categorization: Assistance will be needed to help Sarah categorize and organize the equipment during inventory.

Leadership Transition

This will be my final meeting as Equipment Director, as I will be stepping down from the role. Please join me in welcoming Brianna Miniaci, who will be taking over as our new Equipment Director. Brianna has already been a great help during gear return and is starting to get familiar with the responsibilities of the role. I'll be available to support her during the transition and answer any questions she may have.