



North Bay Minor Hockey Association

Growth, Development, Respect
Est. 1964

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MONTHLY BOARD MEETING

Meeting Date: [13/08/2025](#)

Meeting Location: [NBMHA Office at WF Arena](#)

Approval: [FINAL](#)

Recorded By: [Andrew Alkins](#)

1 ATTENDANCE

Name	Company	Contact	Present
Darrell Pitman	President		Y
Jim Hall	Past President		N
Jennifer McCharles	Vice President		Y
David Jackowski	Director		N
Andrew Alkins	Secretary		Y
Adam Dennis	Director		N
Willie Cowie	2 nd Vice President		N
Scott Taylor	Director		Y
Curtis Kile	Director		N
Chris Walking	Director		Y
Ivan Thibeault	Director		Y
Justin Carre	Director		N
Elizabeth Beaupre	Office Manager		Y
	Executive Director		

2 MEETING MINUTES

Item Number	Item	Action By	Deadline
	Meeting Start: 6:37 pm		
1.0	July Meeting Acceptance – Motion Andrew, 2 nd Jen – Passed		
1.1	<p>Rep Coaching Recap:</p> <p>Coaches frustrated with not having access to a lottery license to support their programs.</p> <p>Coaches were given the list of outstanding coaching credential that need to be completed before season start.</p> <p>Coached were allocated their regular hour of ice in North Bay based on the time given to the association by the CNB.</p>		
1.2	<p>Fundraising and Lottery License:</p> <p>Chris presented his report on risks and how the lottery licensing works.</p>	ED and OM shall enquire about back account and	September 2025

	<p>Report focused on a policy that encompassed one central lottery license that was only to be used by the NBMH for NBMH lead fundraisers such as a association wide raffle. The second part would have a provision that NBMH would support individual teams requesting single lottery licenses for a raffle.</p> <p>Motion 1: Proceed with applying for a new NBMH lottery license.</p> <p>Raised: Andrew, Second Jen - Passed</p> <p>Motion 2: Continue drafting lottery license use policy that encompasses recommendations from Chris’s report. Focus should be on both a central and single use with oversight by a qualified 3rd party to ensure compliance.</p> <p>Raised: Andrew, Second: Jen - Passed</p>	<p>connect with CNB to obtain application.</p> <p>Fundraising Committee to draft policy for September meeting.</p>	
<p>1.3</p>	<p>Interim Executive Director:</p> <p>Nate’s last day was today, as such the need to fill the ED role is apparent as the workload is increasing and we add more programming. A recruitment initiative was held by the executive committee, and they were successful in attracting a qualified candidate, Tim Lowe.</p> <p>Motion: Hire Tim Lowe as interim executive director until January 1, 2026.</p> <p>Raised: Andrew, Second: Jen - Passed</p>	<p>Send offer letter to Tim Lowe</p>	<p>August 18th, 2025</p>
<p>1.4</p>	<p>18HL Practice Ice:</p> <p>Over the past several years, board members have observed minimal participation in 18HL practices time. As a result of limited ice from</p>	<p>Hire one skill coach until December.</p>	

	<p>CNB, the board is proposing to trial a new format for 18HL practices.</p> <p>Motion: For the 2025/26 season, scheduled practice times for 18HL will be eliminated and replaced with a weekly one-hour skill session available to each team on a bi-weekly basis. Two teams at once will participate on alternating weeks. This will be in place until Christmas and re-evaluated based on participation. 18HL coaches will also be able to book through the association, up to 8 practices throughout the season.</p> <p>Raised: Jen, Second: Andrew - Passed</p>	<p>Re-distribute the practice ice to various NBMH teams</p>	
1.5	<p>Fall Evaluations:</p> <p>Andrew discussed with the rep coaches and will request their assistance to run on ice sessions for the HL evaluations as no team has stepped as in years past. This will ensure what we have properly qualified people on the ice with the necessary qualifications to protect the association. The association will offer reimbursement for their efforts</p>	<p>Issue tracking sheet to coaches to fill ice HL evaluation schedule.</p>	
	Meeting Adjourned – 8:00pm		

3 NEXT MEETING

Next Meeting: 6:30, June 11th, 2025 at the NBMHA Office at West Ferris Arena