

VOLUNTEER BOND POLICY

The Volunteer Bond Program is being implemented by LMHA to encourage all Association families, from Initiation through to Midget, to become actively involved in the operation and success of our Association. As a community based minor hockey organization, LMHA is almost entirely dependent on volunteer participation to run effectively, not only at the team level but at an Association level and, thus, rely heavily on volunteers. We recognize that every family does not have the time, hockey experience or skills to assist in a full-time volunteer position such as a Head Coach, Team Manager or Board Member; however, there are many other roles within LMHA that contribute to the success of our Association. The Volunteer Bond Program is being introduced to encourage and allow all members to step forward and get involved in some capacity.

It is *not* the goal of LMHA to use the Volunteer Bond to generate revenue; it *is* the goal of LMHA to encourage members to be involved in their players' hockey experience. Any funds generated by the Association from the Volunteer Bond will be used in the day-to-day operation of LMHA.

As such, the LMHA Board of Directors implemented this policy effective June 2019 and updated the required number of hours per family in August 2022.

- The Volunteer Bond deposit is assessed at \$150 per family. The deposit will be provided by way of a cheque made out to LMHA, post-dated to April 1st for the year ending the current season.
 - There will be an opt-out option for members should they want to simply pay the deposit and not volunteer during the season. By opting out, your name will be removed from the volunteer communication list. It is LMHA's hope that all of our families opt in to volunteer.
- The Volunteer Bond deposit is refundable (i.e., your deposit cheque will not be cashed) upon completion of **a minimum of four (4) hours of qualifying volunteer duty per family within the current season**. Volunteer hours cannot be carried over into another season.
 - These volunteer duties include, but are not limited to:
 - ✓ Rostered Team Official: Head Coach (does not include paid coaching positions), Team Manager, Assistant Coach, HCSP.
 - Under-6 through Under-9 & teams are eligible to have a maximum of five (5) exemptions per team.
 - Under-11 through Under-18 teams are eligible to have a maximum of six (6) exemptions per team.
 - ✓ LMHA Board Member (both voting and non-voting positions)

- ✓ PCAHA Volunteer
- ✓ LMHA Committee Member
- ✓ LMHA event shifts, including but not limited to; Jersey Distribution & Return, Puck Drop Opening Event, LMHA Photo Day, Santa Skate, LMHA run tournaments, Jean Adams Tournament, LMHA 50/50, Fundraisers, Player Evaluations, and Langley Cup.

○ **Shifts that do not count towards volunteer hours include team run tournaments, team duties, team scorekeeping & timekeeping duties, team level events and fundraisers, and on-ice volunteers.**

- LMHA will communicate volunteer opportunities through-out the season via email and the website. Each family is responsible to sign up for shifts to fulfill its required bond hours. For multiple player families, the volunteer bond will be tracked with the eldest eligible player. LMHA recommends that you do not leave your volunteering to the end of the season as opportunities are available on a first come, first served basis and only so many spots will be required at each event. There is no carry over into another season. If hours are not fulfilled, the deposit will be cashed.
- By signing up for a shift during the season, your family is committing to fulfill that shift for LMHA. Failure to show up for a shift, or provide a suitable replacement, will be deemed a “no-show” and your deposit cheque will be cashed.
- Every season, each family will be responsible to track its approved volunteer hours, following the procedure and method provided by LMHA on the Volunteer Bond webpage for the current season. LMHA will endeavour to make this process as easy as possible.
- In order to qualify for a refund (cheque return) of any sort under this policy, the requesting individual must be a parent or guardian of an active player (member) and both parent and player must be in good standing within LMHA.
- All volunteer bond hour summaries must be submitted to LMHA by March 31st of the current season for approval. Submission procedures will be communicated.
- Cheques will be returned (or shredded) to families who complete their bond hours before the end of the season. Volunteers who do not fulfil their total hours will have their cheques cashed.
- Any dis-honoured cheques will be subject to a \$35 NSF fee, due immediately. A communication may be sent out by LMHA shortly before any cheques are cashed.