

CHA BoD Meeting

Date 07/13/2016 | Start Time 7:45 PM – End Time 10:30 PM | Location Julie Dowd's House

Attendees: Shawn Crowley, Brad Marmo, Missy Keyo, Julie Dowd, Colene Glennon, Mike Boucher, Steve McMillan, Cody Hoffman, Zach Maybury

MEETING MINUTES

NEW ACTION ITEMS

- Zach to reach out to families to figure out what kids are doing and also reach out to players to see if they would be interested in joining. Zach will update the BoD via email.
- Mike Boucher to continue to recruit/work on filling up girls teams and update BoD via email. Final decision to be made at August BoD meeting, if not sooner.
- Jersey can be delivered to Melissa Keyo, Julie Dowd (home and work), Colene Glennon (home and work) and Shawn Crowley. Send all addresses to Shawn Crowley.
- Shawn to get jersey invoice to Steve. Steve to pay invoice.
- Zach Maybury to set up checking clinic.
- Tony Sabetti to email goalies regarding clinic/skills
- Zach Maybury & Colene Glennon to coordinate and gather all CORI, Medical, Code of Conduct forms from coaches and players
- Zach Maybury to look into purchasing gates with Grant money.
- Shawn Crowley to send task list for CHA Clinic to Melissa Keyo, Zach Maybury and Julie Dowd. Melissa, Zach and Julie will handle the CHA Clinic and Shawn Crowley will be the point person to answer their questions.
- Bill Hogan and Shawn Crowley to figure out a solution for Half Ice Boards Manager.
- All BoD members to brainstorm ideas prior to August 3rd meeting and start thinking about possible Golf Tournament for spring, February Vacation Tournament, Mini Golf Tournament, Family Fun Night. Samantha Oliver is the point person to organize Fundraisers.
- Shawn Crowley to reach out to Jen DiBari regarding player/team pictures.
- Melissa Keyo to set up a plan to offer families apparel via an online store with Arrow.
- Shawn Crowley to research/set up Try Hockey for Free.
- Mike Nickerson & Zach Maybury to set up coaches meeting in August.

- Midgets, will this be 1 or 2 teams? We currently have 20 skaters and 3 goalies. Not enough for 2 teams, a little high for 1 team, although Midgets should play with bigger rosters. Can reach out to HS Coach, players who are not currently signed up and families to confirm they are still committed to the season. Talked about adjusting the ice time from 1 ½ sheets to 1 sheet if we end up with 2 teams and adjusting the pricing with lessened ice time.
 - ACTION ITEM – Zach to reach out to families to figure out what kids are doing and also reach out to players to see if they would be interested in joining. Zach will update the BoD via email.
- Girls U/14: Solid with 12 players at this point
- U10: low enrollment on this team puts viability in question. Only 6-7 players on this team, players could be easily absorbed at Squirt/Mite. Police Athletic Team as well as Greater Lowell Dek Hockey are helping by sending email blasts to recruit players. Mike Boucher has about 5 girls in talks to join. Need a couple more weeks then we will decide if we have enough players for a team or if we will have to disperse to PeeWee/Squirts/Mites.
 - ACTION ITEM – Mike Boucher to continue to recruit/work on filling up girls teams and update BoD via email. Final decision to be made at August BoD meeting, if not sooner.
- Uniform Update: ordered for Mite - Bantam; Girls Teams have not been ordered yet. Midgets to use the Whites/Maroons in Equipment room. Eight (8) extra jerseys ordered to keep on hand. Expected delivery is week of 8/22. Need additional shipping addresses to optimize receipt of the order. What is our deployment plan?
 - ACTION ITEM – Jersey can be delivered to Melissa Keyo, Julie Dowd (home and work), Colene Glennon (home and work) and Shawn Crowley. Send all addresses to Shawn Crowley.
 - ACTION ITEM – Shawn to get jersey invoice to Steve. Steve to pay invoice.
- July 4th Update: Country Fair & Parade (Missy, Julie, Colene, Steve, Zach & Shawn)
 - Light Crowds on 7/3. Booth location not as good as before due to move b/c of dunk tank. Next year, we will reserve two (2) booth spaces for \$170 total.
 - Did not bring in as much revenue but also made some long term investments with canopy tent, banners, etc.
 - July 4th parade big success with kids. Need to up the candy and handle kids distributing better to make it last longer
 - Plan to use a flatbed float (Heather & Cody Hoffman have contact) as well as contact FMC to use “parade ready” Zamboni
 - Overall big success – great presence and CHA kids really enjoyed it
- Ice schedule: need to lock down teams in previous bullets to be able to develop practice schedule. If we have two (2) Midget teams and U10/U14 teams may need to look at ice time in other venues to accommodate. TBD once we have a sense of where Midgets and Girls teams are by August BoD meeting
- Pre-season Ice Use: We have 6 weekend sheets available to start the season, how should we disposition; Checking Clinic (Roger Grillo), Goalie Clinic (Stop IT), Practices, Sell, other?
 - Talked about using unused ice time for various clinics/practices/selling as mentioned on agenda item. Will hold off on selling it at this point until we have a

clear understanding of what we can do with this ice time with offering clinics, etc. Also talked about possibly bringing Stop It to regularly schedule practices for goalies – use ADM boards to give goalie and Stop It coach an area to work on skills. We think parents would appreciate this and it would be an easy way for them to take advantage of \$500 goalie credit. Will finalize decision at August meeting.

- ACTION ITEM – Zach Maybury to set up checking clinic.
- ACTION ITEM – Tony Sabetti to email goalies regarding clinic/skills
- Player evaluation/re-evaluation process: list of players that we need to see once we hit the ice in August to be reviewed and defined process
 - Skipped this agenda item – will discuss at August meeting when Mike Nickerson is there.
- Coach requirements (administrative): CORI Forms/Process, Medical Forms, Code of Conduct, etc. (Mike N & Zach)
 - ACTION ITEM – Zach Maybury & Colene Glennon to coordinate and gather all CORI, Medical, Code of Conduct forms from coaches and players.
- Budget process and timeline
 - Skipped this agenda item. Will discuss at August meeting when Bill Hogan is there.
- Grant Spending: with \$15k unrestricted from Fleetwing, agreement to begin spending on some on-ice tech; dangles, fast hands, etc.
 - *Shawn Crowley motions to spend \$4,000 of Grant money for Hockey Training Aids. These items include:*
 - *Danglers for Stick Handling (8)*
 - *Fast Hands for Stick Handling (7-8)*
 - *Go Pro Bundle (1)*
 - *Speed Shoots (25)*

Zach Maybury seconds this motion. Unanimously approved.

ACTION ITEM – Zach Maybury to look into purchasing gates with Grant money.

- Past due accounts: Collections committee and discussion on process
 - *Shawn Crowley motions to have a 3 person committee. Brad Marmo seconds motion. Unanimously approved.*
 - *Shawn Crowley motions to elect himself, Colene Glennon and Steve McMillan to be the Collections Committee. Julie Dowd seconds this motion. Unanimously approved.*
- Need to discuss/determine how to manage CHA Clinic
 - ACTION ITEM – Shawn Crowley to send task list for CHA Clinic to Melissa Keyo, Zach Maybury and Julie Dowd. Melissa, Zach and Julie will handle the CHA Clinic and Shawn Crowley will be the point person to answer their questions.

- Do we need to solicit for a weekend VHL/Half-ice Boards Manager? Talked about hiring a high school kid or seeing if FMC would want to pick this up.
 - ACTION ITEM – Bill Hogan and Shawn Crowley to figure out a solution for Half Ice Boards Manager.
- Future Board Meetings should be scheduled once we have a final ice plan to make sure BoD members are not on ice coaching during meeting times. Plan to set up a schedule for the remainder of the year. Will set a hard start/stop time for meetings
- Fundraisers/Family Fun Night
 - ACTION ITEM – All BoD members to brainstorm ideas prior to August 3rd meeting and start thinking about possible Golf Tournament for spring, February Vacation Tournament, Mini Golf Tournament, Family Fun Night. Samantha Oliver is the point person to organize Fundraisers.

10:30 PM – Shawn Crowley motions to adjourn. Zach Maybury seconds. Unanimously approved.