

CHA BoD Meeting

Date 09/12/2016 | Start Time 7:20 PM – End Time 9:25 PM | Location Chelmsford Forum

Attendees: Shawn Crowley, Missy Keyo, Julie Dowd, Steve McMillan, Michelle Hoagland, Samantha Oliver, Brad Marmo, Cody Hoffman, Mike Nickerson, Bill Hogan

MEETING MINUTES

NEW ACTION ITEMS

- Action Item – Board needs to set up procedure for dual approval on online pay/checks. Amend policy for dual signature over \$1,500.00.
- Shawn Crowley to send spreadsheet of previous sponsors to Brad
- Save the Date for Riverhawks Night – Brad Marmo
- Shawn Crowley to talk to Patrick Furze for public skate time purchase for Family Fun Night.

Financial Update

7:22 pm – 7:44 pm

Moved \$60k over to buy equipment and pay bills. Signed up for online bill pay and also got a debit card. No dual signature required with online bill pay. Need some sort of a dual approval process for payments over a certain amount.

Action Item – Board needs to set up procedure for dual approval on online pay/checks. Amend policy for dual signature over \$1,500.00.

A/R is now on balance sheet. A/P is high right now b/c of VHL bill and Sept FMC invoice.

Need to research fees with PayPal – do they offer a break since we are non profit?

Need to talk to accountant about if we should allocate jersey expense over 2 years?

Business Sponsorship

7:45 pm – 8:03pm

Updated flier. Get sponsors on board in Forum. BoD to think of places we frequent to solicit sponsors. Circulate to CHA families as well. Research cost for fat heads for ADM boards.

Tier the sponsorship levels. Maybe different cost for next season to maintain ADM board.

Action – Shawn Crowley to send spreadsheet of previous sponsors to Brad.

Placement Changes

8:04 pm – 8:41 pm

Try to accommodate especially as full time skater. Make sure that we have enough slots and we do not take ice time away from existing player. Are there parameters we need to set up for players coming back from club.

Do we change our bylaws to limit number of full time players per team?

Give timeline to discuss then give deadline for vote.

Budget

8:41pm – 9:01pm

Steve to take over the budget process? Need a second person involved for checks and balances.

Mike Nickerson motion to approve the 2016-2017 budget with adding the funding for U14 Girls tournament.

Bill Hogan seconds the motion.

All in favor. Motion carries.

Fundraising

9:01 pm – 9:25 pm

Family Fun Night – November 18th Ice from 5:10 pm to 8:20 pm. Could we move goalie skills? Move forward with this weekend. Kids needs helmets, gloves, and skates. Need a lot more on ice coverage with coaches on ice. Can we purchase public skate time to eliminate chaos. Engage team managers to sell advance tickets. Zach to DJ the event.

Action – Shawn Crowley to talk to Patrick Furze for public skate time purchase for Family Fun Night.

Golf Tournament – Brenda Carpenter was helpful and Bill Hogan can help too. Need someone to own it. Julie Dowd to head this up.

Snack Bar – Will open for games. Not cost effective to open for practice. Do we have option to rent it? Will they open for events?

Bathroom Conditions – Need to speak to Lamont. Will they renovate?

Locker Room Assignments – Visual aid to guide teams to appropriate locker rooms. Teams gravitate to specific locker rooms.

February Tournament – Bill Hogan is going to make a proposal for a tournament. Need to be look at practice ice time.

Motion to adjourn by Julie Dowd.

Zach Maybury 2nds

All approve...meeting adjourned.

