

# CHA Meeting Minutes

Date: February 6, 2014

Time: 7:05pm – 8:55pm

Location: Chelmsford Forum, Conference Room

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MEETING CALLED BY	Jen Lee
TYPE OF MEETING	Monthly Board Meeting
FACILITATOR	Diane Angwin
NOTE TAKER	Jen Lee
TIMEKEEPER	Jen Lee
ATTENDEES	Jen Lee, Diane Angwin, Pete Rega, Steve Mitchell, Sue Dillman, Tom Tredeau, Jeff Robinson, Chris Thomas, Steve Brogdon, Artie Correa
ABSENT	Chris Flammia, John Robinson, Jamie Walker

## **Approval of minutes from 01/09/2014 meeting:**

Pete motioned to approve / Steve M. seconded motion. Unanimous approval of minutes.

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## **Meeting Agenda Item: Open Discussion Items/Non-Agenda Items**

### **Discussion:**

- CHA Non-profit status.

**Action Item:** Sue is working with CPA to become compliant with Massachusetts Non-profit regulations. Sue is also working with CPA to update Tax Exempt status/form.

## **Meeting Agenda Item: White Shirt Status (Tom)**

### **Discussion:**

- Reviewed design. Tom confirmed that a sample will be available for viewing during the March tryouts.
- Accurate sizes/quantities/costs to be finalized after tryouts/team selections.
- New white socks needed for 2014/15 season; to be purchased by players.

## **Meeting Agenda Item: Kelly Memorial Scholarship Update (Pete)**

### **Discussion:**

- To grant multiple \$500 scholarships. Applications due 03/31/14. Winners to be chosen by end of April. Scholarship funds to be distributed in August and to be allocated towards the winners' final dues payment.
- Letter to be sent to CHA members over the next week to announce applications. Also must post scholarship announcement on website.

**Action Items:** Pete to send letter. Steve B. to post information on website.

## **Meeting Agenda Item: Tryout Evaluation Process Update (Chris T.)**

### **Discussion:**

- Reviewed handout, provided by Chris T.
- Need to email CHA members explaining new process/registration. Anticipate finalizing and posting the teams' 1 to 1-1/2 weeks after tryouts. Players will then have 1 week to commit and pay initial dues amount.

**Action Items:** 1) Formulate the announcement flyer for CHA members. 2) Steve B. to email this announcement to CHA members and to post on website. This needs to be done within one week.

**Meeting Agenda Item: 2014/15 Goalie Fees (Chris T.)****Discussion:**

- Evaluated current goalie fees and goalie skills program.
- Discussed number of returning goalies at each level.
- Discussed, for the upcoming season, providing goalies with up to a \$500 credit, which is contingent upon goalie signing up and paying for an accredited goalie skills program.

**Conclusion:** Pete motioned to approve/Chris T. seconded motion. Unanimous approval of 2014/15 goalie credit, which is contingent upon the goalie enrolling in a skills program.

**Action Item:** 1) Chris T. to research accredited goalie skills program to which we can refer our CHA members.

**Meeting Agenda Item: YTD Financials (Sue & Diane)****Discussion:**

- Reviewed financial handout, provided by Sue.

**Meeting Agenda Item: 2014/15 Budget/Dues Process (Diane & Steve M.)****Discussion:**

- Discussed revising the 2014/15 payment plan.
- Need to rectify the issues with the Automatic Payment Plan option.

**Action Items:** Sue to finalize the 2014/15 payment plan/schedule by next BOD meeting.

**Meeting Agenda Item: Nashua Hockey Program (John)****Discussion:**

- Due to John's absence, need to discuss this at a future BOD meeting.

**Meeting Agenda Item: Clinic Program Update (Jeff)****Discussion:**

- There is one month remaining in this final clinic.
- There are currently 8 teams signed up for the March 8<sup>th</sup> tourney.

**Meeting Agenda Item: Fundraising (Jen)****Discussion:**

- Reviewed fundraising handout, provided by Jen.

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**Next Meeting:**

March 4, 2014 at 7:00pm at Chelmsford Forum. Agenda Items to come.