



Home of the LA Rams

Los Alamos Hockey Association
P.O. Box 517
Los Alamos, NM 87544

Executive Committee Meeting Minutes

Approved Minutes for 08/03/2004

Agenda:

- Discuss fund raising strategy/plan
- Read thru Dash's volunteer document and be ready to discuss
- Approve LA Monitor registration advertisement
- Decide dates and where to advertise for registration
- Approve new registration form
- Line up volunteers for 9/18 and 9/26 registration/equipment rental dates
- Discuss documents Dash has distributed
- Review action items

Attendees, Board Voting Members in bold

Karen Martinez		Dash Weeks	x	Sammi Owens	
Shirley Grider	x	Jeff Roach		Tom Stup	
Scott Havemann	x	Suzanne Coyne		Jeff Walterscheid	x
Craig Wehner					

General-

President's Report-

Treasurer's Report-

Head Referee Report-

Head Coach's Report:

Old Business:

New Business:

Registration packet was reviewed. Dash will fix any typo's needed. He will insert a volunteer page. He will also add a detachable section to the Payment Accounting form for player payment receipt. This detach section can be cut off at registration with scissors and given as receipt for all payments made. (Note – someone bring a pair of scissors on both registration days). Dash will send revised registration form via email to the board for approval.

Dash will fix a few typo's on a few of his other documents and look at input provided.

Dash stated Suzanne's Monitor pricing for ad runs are: 5"x6" ad is \$178/day; if you cut the ad in half size-wise, then the cost would be about half. The board would like to run a 2 and ½"x3" ad on 8/13, 9/17 and 9/19 in the Monitor. They would also like to run an ad in the Rodeo Fair pamphlet and run an ad in the Monitor Community page (no cost) each day from 8/13 to 9/30.

Dash will give the flyers to the schools 8/26 and again before 9/19. Dash will hang a banner in LA 8/14 and place a stake banner in WR 8/14. Dash will send email notification on registration before 8/14.

In regards to the fund raising plan a coordinator is needed. We each should email/call folks we know and ask for candidates. Dash will provide a draft email we could send to our hockey colleagues asking for any ideas on who could provide this lead function. We all need to think of needs and goals for this program.

On the volunteer document, it is recommended that no compensation be given on the LAHA portion.

Dash will line up volunteers for the registration days (9/18 10:00-3:00 and 9/26 12:00-4:00). The week prior we will determine/verify who will attend.

Proposed agenda for 8/10/04 meeting:

Holiday hockey tournament: Sammi create flyer, Shirley list team email addresses, Sammi propose \$ amount registration; line up volunteer.

Finalize registration packet with associated other documents including volunteer plan.

Review fund raising plan.

Review action items

Outstanding and NEW ACTION ITEMS (New denoted in blue):

Karen Martinez	Get Notebooks in position for turnover. Provide manager handbook and training Provide copy of new bylaws
Dash Weeks	Finish registration forms; email to board for approval Finish flyers, banners and email distribution for registration Build hosting service/website for LAHA Line up volunteers for 9/18 and 9/26 registration days
Craig Wehner	Look into providing a referee clinic at the LA ice rink this season.
Suzanne Coyne	Post minutes after approval Place Monitor ad's for registration Place registration forms at LA library when they are ready (approx 8/14)
Sammi Owens	Place registration forms at WR library when they are ready (approx 8/14) Create flyer and propose \$ for holiday tournament Schedule managers meeting in October
Shirley Grider	Print 500 copies of fundraiser form for registration Create email address list for holiday tournament
Jeff Walterscheid	

NEXT SCHEDULED MEETING:

August 10, 2004, 11:30-1:00 PM, Tony's Pizza; reservations were made by D. Weeks 8/03/04 for 9

Proposed Meetings through September

August 17, 11:30-1:00

August 24, 11:30-1:00

August 31, 11:30-1:00

September 7, 11:30-1:00

September 14, 11:30-1:00

September 21, 11:30-1:00

September 28, 11:30-1:00