



Regular Monthly Meeting of the Western Connecticut Youth Hockey Association Board of Directors

Date: August 10, 2016

Call To Order at: 7:17 PM

Present:

Brendan McCollam, Co-President Isabel Boulanger, Co-President John Browne, Vice-President Cynthia Stango, Secretary Brien Merrill, Registrar Matt Dutton, CHC Representative Dana Colwell, Communications

Absent:

Luisa Britton, Treasurer

Old Business:

Item	Discussion	Action/Motion
Minutes	An adjustment needs to be made to the July minutes to state that the sibling discount program should be revisited in January of 2017. John motioned to accept the amended July minutes, Brien seconded the motion. The minutes were approved.	<ul style="list-style-type: none"> - Cindy to format the minutes to remove all confidential information in order to post them on the WCYHA website
CHC Report	<p>The next CHC meeting is on 8/23/16. The August 23rd meeting is the annual President’s meeting which Brendan & Isabel will attend. John discussed items that are typically discussed at the Presidents meeting (i.e. new ranking system, pick up scorers’ sheets, etc.). Brendan received the 2016/2017 CHC Declaration of Rules Rev 2 via email in early August. The full document is included as an attachment to these minutes. Some highlights include:</p> <ul style="list-style-type: none"> • New CHC ranking system regulations announced. All games played before 9/15 don’t count towards ranking. All makeup games need to be played prior to 2/12 to count towards the ranking. • Mites – all teams default to Tier IV for the entire 	<ul style="list-style-type: none"> - Brendan & Isabel to attend the CHC President’s meeting on 8/23 - Brendan to develop a standard letter/email to use should we need to play a team in an outlying area only once. - Brendan to compile a list of questions to be discussed at the President’s meeting on



	<p>season, Teams must declare full ice or cross ice (WCYHA full ice). No full ice games can be played prior to 12/25. Max of 6 full ice games plus tournament for the season. Cross ice games are to be played on a surface no longer than 100ft with no exceptions. Insurance is not applicable over 100ft. If coaches violate this rule fines and suspensions will imposed. Brendan cautioned Matt on the conduct of other teams which Matt is aware of.</p> <ul style="list-style-type: none"> • Squirt, Pee Wee & Bantam – may schedule games with any team at any level (A through C or color designation). Must play a minimum of 26 CHC games, Each team has to play one team both home and away in every classification in each of the other 10 regions – for a total of 20 games. CHC has split up the state into the various regions. Teams scheduling with outlying teams that don't have ice time need to get written documentation saying we are agreeing to play at only one location. Teams are allowed only 2 cancellations per season. More than 2 and the offending team is disqualified from tournament play. If both teams agree to cancel it doesn't count towards the two allowances. Game cancellation not allowed during the last three weeks of the season. • Score sheets need to be emailed to conference director within 48 hours of the completion of the game. • Rankings will be published five times during the season (11/1, 12/1, 1/1, 1/22, 2/12). • At end of the regular season rankings will be compiled. Tier 2 teams - top 8 ranked teams. Tier 3 – next 12 ranked teams. Tier 4 - the remaining teams. Rankings will be weighted based on the teams you are playing. That is why it is good to mix up the games you are scheduling. • Two types of tournaments – state championship or traditional. Tier 4 is the only tier that has to declare. • Dates for CHC tournaments have not been set. They will commence in Feb 2017 and could go through April 2017. • In order to participate in the CHC tournament 	<p>8/23</p> <ul style="list-style-type: none"> - Luisa to send in the WCYHA tournament deposit check to the CHC no later than 11/6/16 - Brendan to declare the WCYHA Tier 4 tournament type no later than 12/10
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	<p>each teams must send in a deposit of \$500 per declared team for Squirt level and up. WCYHA should sent \$3,000 to CHC by November 6th.</p> <ul style="list-style-type: none"> All teams must declare level 4 – traditional or state tournament – by December 10th. Decision to be based off of the two rankings published prior to that date. <p>Based on additional discussion Brendan has a list of questions that need to be asked at the Presidents meeting on 8/23 regarding the rankings system (i.e. only count first 26 games or cap it at 30 games so teams that have more ice time don't get an unfair advantage)</p>	
Financial Report	<p>No formal Financial Report presented as Luisa was not present at the meeting.</p> <p>John communicated that no bills have been paid since the last BOD meeting. One invoice is currently outstanding for \$660 for Pro Crease tryout fees.</p>	<ul style="list-style-type: none"> Cindy to draft letter to change authorized signers on the People's account. The password for the online account to be handed over and updated.
2016/2017 Budget Updates	<p>Isabel has updated the 2016/2017 budget projections</p> <p>Highlights:</p> <ul style="list-style-type: none"> Decreased fundraising income from \$18k down to \$15k to be more in line with expectations Added \$5,000 for a bonus pool for the coaches. Danny's salary was adjusted to actual Midget income and expenses have been included in the overall budget for the program Updated fundraising costs Adjusted tournament fees. Ice time for games has increased to \$70,734.95 which needs to be reflected in the next draft There will be extra income from pre-season sessions being attended by the Squirts and Bantams. It was decided that a portion of that income should be held back to purchase equipment and a portion should be distributed to the coaches that volunteered their time. 	<ul style="list-style-type: none"> Isabel to adjust the budget as discussed
Team Commitments	<p>7 – Mite B registered 12 – Mite A registered 9 – Squirt B registered- 7 players/2 goalies 16 – Squirt A registered - 14 players/2 goalies 15 – Pee Wee A registered – 14 players/1 goalie 11 – Pee Wee B registered– 10 players/1 goalie 18 – Bantam A registered- 17 Players/1 goalie</p>	<ul style="list-style-type: none"> Matt to scout out some DIA in-house Mites Saturday morning Dana to reach out to interested Bantam on 8/12



	88 total players right now. Last year we had 96 at this point.	
Scheduler/Manager Meeting	<p>August 17th CHC Scheduler meeting</p> <p>John has now distributed all ice time schedules to the teams with the exception of the Pee Wee schedulers. He will reach out to them by the end of the weekend.</p> <p>Manager meeting to be held on Wednesday the 24th at Two Steps in Danbury. There will be a social from 6:00 - 7:00 PM and a meeting from 7:00 – 8:00PM. Isabel will run the meeting and prepare all manager books for the season. She has approval to spend the \$500. Schedulers will be invited as well to show our appreciation for the work they have done.</p>	<ul style="list-style-type: none"> - Dana to follow up with Pee Wee B scheduler. - Isabel to put manager books together. - John to distribute Pee Wee ice time schedules - Isabel to book reservation/organize managers meeting on the 24th including reaching out to the managers/schedulers
Coaches Update/Meeting	<p>Coaching contracts to be drafted and signed.</p> <p>Coaches meeting to be held on Thursday September 1st at the arena immediately following the opening night family skate and parents meeting. All contracts need to be signed and expectations for the season need to be communicated to them. A contact sheet with all the coaches information will be distributed at that time.</p> <p>New coaches need to communicate their warm up size preferences to Jen and Bridget at westernwear@jrcolonialhockey.org. Isabel to contact Jen to let her know the process. Brien to send email to the coaches.</p> <p>A full list of coaches needs to be entered into the system. Brien has been able to enter all of the head coaches but is still missing some of the assistant coaches. Brendan to work on providing him with that information.</p>	<ul style="list-style-type: none"> - Brendan to email Steve to get copies of coaches' contracts for paid coaches as well as the volunteer coaches from prior years. - Coaches to email their warm up size preference to Jen & Bridget - Brien to send email to coaches telling them to send in sizes - Isabel to inform Jen and Bridget what is coming through. - Brendan to get names of all assistant coaches to Brien
Committee Updates	<p>Joe Celiberti – Three kids in the program asked to get involved and help the organization. He is a financial planner and works with Diabetes association as a fundraiser. He would love to be part of fundraising committee.</p> <p>During opening week skate parents will be asked to commit to filling the remaining volunteer positions.</p>	<ul style="list-style-type: none"> - Cindy to contact Effie Day to get her involved with a committee - Isabel to pass on Joe's contact info to John for the fundraising committee. -
Opening Week Meeting/Org Wide meeting	Season Kick-Off Family Skate will be held at DIA on Thursday September 1 st from 6:20- 7:40. CYS has taken on the coordination of the event. The event will be an	<ul style="list-style-type: none"> - CYS to send letter out to the organization about the event.



	<p>open family skate from 6:20-7:40. At 7:00 Bobby Stearns will have a mandatory parents meeting in the upper balcony of the arena where he will communicate his expectations for the season. He will then host a coaches meeting immediately following the open skate – also to be held in the upper balcony. During the event the players and parents will have a chance to meet the new coaches, skate, purchase shells, and have their practice jerseys and socks distributed to them. Managers will also collect all code of conduct and consent to treat forms for each player.</p> <p>The training camp week (Tuesday September 6th through Friday the 9th) schedules will be communicated at the event as well.</p>	<ul style="list-style-type: none"> - John to confirm the ice time for the event and training week and the use of the balcony for the parents meeting and coaches meeting with Jody - Brendan to confirm that Bobby can hold the parent meeting and coaches meeting - Brendan to communicate with coaches about their meeting - Training cam
Midgets	<p>4 players committed - 3 player and 1 goalie</p> <p>Brendan sent out emails to 5 local high school coaches to get more players. Brendan will reach out to the high school players/families in the area as well.</p> <p>Decision to field the team needs to be made by the beginning of next week as the first practice is slated for 8/21. Practices will be held on Sunday nights and there will be a total of 5 home games and 5 away games to be played on Saturdays or Sundays.</p> <p>Cindy to reach out to her friend requesting they send info to their teams again.</p> <p>August 15th is the new deadline to register. John to send an email blast to all of the team members from last season. Dana to update the Western and CHC websites with the new registration deadline.</p>	<ul style="list-style-type: none"> - John to send email with Midget info to the players from last season. - Registration closes on August 15th. Dana to update Website and CHC site - John to verify midget ice times with Jody.

New Business:

Item	Discussion	Action/Motion
Work Weekend	<p>The work week to be used for the updating of various locker rooms at the arena is set to take place the weekend before Labor Day- 8/27 & 8/28</p> <p>DIA has confirmed that they will provide material if we do</p>	<ul style="list-style-type: none"> - Brendan to reach out to Stacy and David to get the work weekend organized - Isabel to reach out to



	<p>the labor. Brendan is still going to ask that the two project leads; Stacy and David, to reach out to their contacts at places like Rings End for donations.</p> <p>Brendan would like to get the two largest locker rooms in each arena.</p> <p>Daniel McCue's mother Tamarah, is a local teacher and artist. She has offered her services to assist in the process. We are hoping to paint either the mascot or inspirational quotes on the walls in each room.</p>	<p>Tamarah McCue to discuss the art work for the locker rooms</p>
DIA Event Update	<p>Training camp week dates are set 9/6-9/9</p> <p>Try hockey for free day in Danbury is put on hold. There is a conflict at the arena.</p> <p>DIA is hosting a Thanksgiving tournament. Information about the tournament will be given to all schedulers for distribution at the schedulers meeting on the 17th. John would like Jody to add Tier 4 to the flyer prior to distribution. He will work with her on that. Isabel to make copies and distribute to schedulers this weekend.</p> <p>Kevin looking potentially host a tournament in March and a power skating camp during the week between Christmas and the new year as well. More info to come.</p>	<ul style="list-style-type: none"> - John to confirm training week schedule with Jody and communicate to organization. - John to communicate Tournament flyer changes to Jody and have new version sent to Isabel ASAP. - Isabel to copy and distribute Thanksgiving tourney flyers to the applicable schedulers.
Survey Monkey	<p>Brendan and Dana working on creating an organization wide survey to be distributed in the next few days. The goal is to keep it to approximately 10 questions or less ranging from camps attended at the arena to ways to make the program better. Brendan asked that the board send any questions to him in the next day or so for inclusion in the survey.</p>	<ul style="list-style-type: none"> - Dana to send out survey to the organization in the next few days - Send all potential questions to Brendan
Volunteer Discount	<p>Brendan would like to discuss a potential volunteer discount to be offered to parents based on service hours. The discount would be applied to their tuition. He has asked the board to consider this idea and come up with some suggestions.</p>	<ul style="list-style-type: none"> - Discount to be discussed further at a future board meeting.
Local Business Sponsorship	<p>CYS drafted a letter detailing potential sponsorship opportunities. The Board reviewed and asked that a handful of changes be made. Once the changes are made the form will be sent out to the BOD for distribution. We are hoping to get at least one sponsor for each team to cover almost the entire cost of the practice jerseys and socks.</p> <p>Additional sponsorship/joint venture opportunities with Bruce Bennett and the Titans were discussed. CIS is going to work</p>	<ul style="list-style-type: none"> - CIS to update the sponsorship letter for distribution by the BOD/organization as a whole - CIS to communicate some of our ideas to Tricia Coe at the Titans - CIS to work with



	<p>with Tricia Coe, Assistant GM of the Titans, on some of the ideas that were presented such as:</p> <ul style="list-style-type: none"> • Western discount card to be used by our organization along with visiting teams. The kids would get discounted tickets and Western would get a portion of the ticket sales. • Anna Grace Fundraiser night • Titans Kids Club • Team Titans Volunteer Hours • April Fools game night • Titans/Bruce Bennett patches on Western game jerseys • Tee-shirt with Titans/Bruce Bennett joint branding • Intermission skates for each of the Western teams combined with volunteer hours that same night. 	<p>Tricia and Nelba Greene to set a date for the Anna Grace Fundraiser.</p> <ul style="list-style-type: none"> - Isabel to send Cindy a picture of the co-branding tee-shirt idea
<p>General/Misc.</p>	<ul style="list-style-type: none"> - Danny Allen has accepted a new job as the assistant hockey coach at St. Michael's in Vermont. His last day at DIA is 8/19. He has spoken to Jody and a few of the coaches at the arena so far and has asked that we don't announce anything until he has had a chance to speak with Kevin when he returns on Friday. In addition Brendan has asked that he doesn't communicate this information to any of our players until we have had a chance to secure a new coach for the teams. Danny has already asked Greg if he would like to coach the Pee Wee team and he has declined. Brendan will reach out formally one more time but does not feel as though he will take it. Greg has expressed interest in staying on as assistant coach. Danny also reached out to Steve from DIA to see if he would be interested in the head coaching position. He has not replied. Danny will follow up with him again tomorrow and let us know what the outcome is. Danny will reach out to his father regarding the Midget team and request that he take over as head coach leaving the same assistant coaches in place as last year. He will let us know what is decided. Brendan suggested splitting up Billy and Nick and having them be the head coaches of Pee Wee A and B. Although a good idea the BOD would like to look into other options first as both of these coaches are new and haven't been with the program for any length of time. We have not seen what they are capable of yet. - Jimmy Greene emailed Brendan about a great coach 	<ul style="list-style-type: none"> - Brendan to formally extend an offer to Greg regarding the head coaching job for the Pee Wee team. - Brendan to reach out to Nolan Schafer to see what his expectations are - Brendan to follow up with Danny regarding Steve and Danny's father. - Brendan to send out info to Pee Wee teams tomorrow and book ice time with DIA. - John to follow up on availability of ice time for Pee Wee preseason. - John to confirm with IPH on training schedule. - Isabel to register our teams for the Challenge Cup - Isabel to follow up with the hotels regarding the Western blocks for the



	<p>that his son had at camp; Nolan Schafer. Nolan has expressed interest in a coaching job with Western. His playing and coaching background is pretty extensive and impressive but none of the board members have worked with him before. It is assumed that he would demand a higher salary that WCYHA is unable to meet at the current time. Brendan is going to reach out to him to get an understanding of what he is looking for. There is a potential for him to take over the pro crease training that is currently outsourced. We don't want to do this now and want to be careful not to damage our relationship with that organization as they have been very good to Western.</p> <ul style="list-style-type: none"> - Pee Wee pre-season training – Pee Wee parents are concerned that their players have not participated in any pre-season training similar to the squirt and Bantam teams. Brendan and John to pull together an abbreviated pre-season schedule of ice and dry land training for the Pee Wee team and pull together some volunteer coaches to assist. Info will be communicated to the Pee Wee families ASAP. - IPH is set. We are bringing them on for at least one more season. 8 sessions total through Christmas break. Split the organization into two training groups. Group 1 – 2 squirt teams and Pee Wee B. Group 2 - Pee Wee A and two Bantam teams. Pro crease training will continue this season as well – 2 hours every Thursday. Same models used as prior year. - Titans have a new head coach - WCYHA needs to be registered for the Challenge Cup - Isabel has reached out to 9 hotels regarding a room contract for Western. Based on her analysis it was decided that the first choice is the Embassy Suites. She will circle back with her contact to see if we can get one or two more items worked into the contract. If so we will sign and communicate the information to the parents. - Photographers – Isabel has 2 photographers interested in taking our team photos for the season. She is going to reach out to one more, Integrity Imaging in New Fairfield, and then make a decision on which one to go with. - Brendan was contacted by the coordinator of the Darien Fall Classic Tournament (Tucker) to be held in Darien from September 16-18th. It is a Tier 3 & 4 	<p>tournament</p> <ul style="list-style-type: none"> - Isabel to reach out to Integrity Imaging regarding our team photos and communicate back to the board her decision on the vendor we decide to go with. - Brendan to communicate Darien Fall Classic tournament details to the managers of SQ A, PW A, and Bantams to see if they would be interested in participating in the tourney at the cost of the families.
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	<p>tournament with a guarantee of 3 games to be played. Tucker and Brendan have gone back and forth and have come to a final offer of \$850/team for Western as long as all 3 A teams register. This is not in the budget and therefore would be an additional out of pocket expense for those parents. Brendan is going to reach back out to Tucker to find out how these games will count towards the overall CHC rankings and suggest that they don't play any CHC teams. Brendan and Dana to reach out to the managers of the respective teams and ask that they provide the info regarding the tournament to their teams so we can get an accurate idea of who is willing to pay the additional \$60 for the guaranteed 3 games.</p>	
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Next Meeting Date: Wednesday August 10, 2016 – 7:00 PM – 219 Greenwood Ave, Bethel

Motion to Adjourn by: Cindy; Seconded: Brien

In favor: 7 **Opposed:** 0

Meeting Adjourned at: 10:47 PM

Respectfully Submitted by: Cynthia Stango, Secretary