



TYSA Board of Directors Meeting Minutes

July 11, 2017, 7:30 PM
East St. Baseball Building, Tewksbury, MA
[TYSA Hockey](#)

ADMINISTRATIVE

PRESENT:

Joe Connors, President
Brian Kierce, Vice President
Yvette Story, Treasurer
Colin McGuinness, Secretary
Rick Westhaver, Registrar
Mike Chapman, League Representative

Kevin Andriolo, Head Coach
Jennifer DiFranco, Player Agent
Chris Conroy, Learn To Skate
Maura Mann, Fundraising
Melissa Bourque, Event
Marty Kusmaul, Equipment

NOT PRESENT:

N/A

GENERAL MEMBERS IN ATTENDANCE:

None

QUORUM?

Yes

GENERAL BUSINESS

Meeting called to order at 7:44 PM.

June 2017 meeting minutes not yet approved

ROUNDTABLE

Joe Connors, President

- Committees –
 - Discipline – Brian, Melissa, Yvette, Marty & Mike
 - Hockey – Brian, Kevin, Mike, Chris & Marty

- Finance – Brian, Yvette, Colin, Julie Andriolo and Rick.
- Fundraising – Maura, Joe, Rick, Melissa & TBD

Motion was made to approve the committees described above by Joe Connors.

- Seconded by Mike Chapman
- Motion approved unanimously

- Discussed Board email to ensure everyone received the email sent containing instructions on how to access your account and setup for your phone.
 - **ACTION:** Schedule website tutorial to send emails and post to TYSA website for new board members
- Discussed preliminary planning calendar for the upcoming season.
 - **ACTION:** Joe/Colin to update as discussed and add calendar to share drive.
- Discussed winter fundraising event to tentatively take place on Friday, February 2nd.
 - **ACTION:** Melissa to reach out to Tewksbury Country Club to reserve the date.
 - **ACTION:** Need list of sponsors going forward for golf tourney, future fundraisers, etc.
 - Discussed possible entertainment for the event (i.e. comedy night, local band, DJ, etc.) and raffle.
 - **ACTION:** Rick to reach out to friend who is a DJ
- Discussed pictures for the upcoming season to take place in October and to include LTS.
 - **ACTION:** Jennifer to take lead on picture proposal
- Photographer coming to August meeting to make a proposal. Arranged by Brian.

Brian Kierce, VP

- Nothing to report

Colin McGuinness, Secretary

- Nothing to report

Yvette Story, Treasurer

- Accounts – Checking \$47,709.51, Savings: \$34,634.05
 - Janas billing is monthly – paid June and July both checks have cleared
 - BIC to send bill
 - VHL to send bill (approx. \$30K)
- List of delinquent accounts – hold for executive

Melissa Bourque, Events

- Golf tournament

- 54 players registered as of July 11th. Need to provide Trull with final number of players in the tournament ASAP.
- **ACTION:** We need raffle tickets for the tournament – Joe to check Baseball building to see if we have any from prior events
- **ACTION:** We need to print out signs for the mulligans (Maura)
- **ACTION:** We need thread envelopes for greens (Melissa)
- Jessica McKeen will take pictures at the tournament
- Registration – Melissa, Rick, and Yvette
- Final push to increase participants
 - **ACTION:** Email blast to all members and post on Facebook

Maura Mann, Fundraising

- Fundraiser meeting scheduled for August 15th to discuss ideas for the upcoming season (i.e. canning outside of Market Basket, Apparel, Flocking, Mom's night, etc.).
- Mailing to be sent out to Tewksbury businesses for our winter fundraisers

Rick Westhaver, Registrar

- We need collect CORI forms for all Coaches, Assistants, Board Members, Volunteers (LTS included).
 - CORI forms can be found on the TYSA website
- Rosters need to be finalized and updated on the TYSA website

Mike Chapman, League Representative

- Working with VHL on a couple roster issues
- BIC meeting scheduled for 7/18 to discuss earlier ice times
- Janas –
 - Ice schedule is consistent with prior year
 - As of today, we've paid approx. \$10K for June & July.
 - Rink is under new management and improvements are being made including new equipment, painting, etc. We will get credited for any ice we miss/lose if they are not ready to begin the season.

Kevin Andriolo, Head Coach

- Introduced potential strategies to retain players and reduce the number of players leaving for club teams. Discussion to be continued at future board meetings.

Jennifer DiFranco, Player Agent

- Need to finalize rosters and obtain USA hockey registration numbers from coaches

Chris Conroy, Learn To Skate

- LTS Program
 - **ACTION:** LTS registration to be opened in July (Rick)

- We discussed ways to promote the learn-to-skate program to increase enrollment
 - Provide fliers to schools in the area and Little Bruin participants (Kevin to provide prior year flier)
 - Email blast to members
 - Place ad in Lowell Sun/Town Crier/Patch
- Skate-A-Thon to be held on Saturday, January 27th
 - 1st hour Skate-A-Thon
 - 2nd hour Skills Competition
 - 3rd hour Coaches game
 - Discussed displaying the Winter fundraiser baskets at the Skate-A-Thon.
- Little Bruins Program
 - **ACTION:** Need to provide dates to Little Bruins ASAP – (September 30th, October 7th, 14th & 21st – 4:50pm @ Janas). Approx. 40 children participated in the program last year.
 - Little Bruins will send an email through USA hockey with a link for registration

Marty Kusmaul, Equipment

- Marty working on getting socks, pucks, and first aid kits

Motion to move to Executive Session made by Joe Connors at 10:27 PM.

- Seconded by Yvette Story
- Motion approve unanimously