

**July 2, 2012**

Dover Youth Hockey Association Board of Directors

MINUTES

Open Meeting:

1. Call to Order at 6:30 p.m.
  - a. Dave Middleton
  - b. Cheryl Sullivan
  - c. Dan Coffey
  - d. Ellen Barton
  - e. Tim Broadrick
  - f. Peter Kielty (via telephone)
  - g. Ryan Kaichen (via telephone)
  - h. Dennis Pease
2. Members' Comments – *Any member of the Association may raise issues to the Board at this time. Speakers are asked to limit comments to five minutes. If more time may be needed, please make prior arrangements with the President via any Board member. After this item, the meeting may be closed at any time by motion, second and a majority vote of the Board.*
  - i. No members present
3. Nomination and acceptance of a new board member
  - a. Christy McKinney appeared and introduced herself as an experienced fundraiser and willing volunteer with a child playing at the Mite level.
    - i. Dave Middleton nominated Christy for the open three-year term on the board, Dan Coffey seconded. The motion passed unanimously.
4. Secretary's Report
  - a. Dave Gnull not present – no report
5. Treasurer's report
  - a. Tim Broadrick has assumed the role of Treasurer and reported the following:
    - i. He has met twice with Stacie Constatas to begin the transition of accounts and information
    - ii. One of those meetings also included Daniel Bazemore, the tax consultant who has prepared our form 990 tax filings for the last few years.
      1. Tim has since reached back out to Dan to schedule another meeting
      2. Some of the numbers on our two-year comparison seem odd, and Tim will meet with Dan to hear an explanation of what these numbers mean, then report back to the board.
    - iii. Tim has met with MaryAnn Gavin, whom the board has approved hiring as our bookkeeper. MaryAnn is starting a new Quickbooks file and re-creating the first two months of this year in that file.
    - iv. The Finance and Audit committee will meet during July, and Tim will present the board with a revised FY13 budget at our August meeting.
    - v. The report was approved unanimously

*Ryan Kaichen and Peter Kielty left the meeting. Without a quorum present, the remaining items were presented as informational only, with no actions considered.*

6. Old Business
  - a. NHAHA report
    - i. We are waiting for word on the next NHAHA/GSL meeting
  - b. Mass Selects report
    - i. Dennis will set us up in the Mass Selects referee scheduling system
  - c. Director of Operations report
    - i. Dennis fielded a request from Paul Dureau, coach of the Squirt Minor team, to bring a Mite major player up to his team. Nobody in attendance was willing to make a motion to allow this.
    - ii. Eric recently added a 2001 player to the 2001 Pee Wee Select team, and that player's mother is confused about Major, Minor, Select, AAA and AA... we need to be more careful about our nomenclature. We have approved, at each level, ONE "Major" and ONE "Minor" team. Other teams are "Select" teams, regardless of age composition.
    - iii. Pat McNulty has informed Dennis that weighted pucks, such as the orange ones some of our teams use during practice and warmups, have been banned from the arena. Peter Kielty should let our coaches know so no one uses them.
  - d. Team Roster update
    - i. We need Eric Post and John Kelly for this – must be on the agenda for our next meeting
  - e. Director of Hockey Operations contract renewal

- i. Per a unanimous vote at our May 5 meeting, Dennis Pease has been re-hired in the capacity of Director of Hockey Operations for the coming season, at a rate of \$15,000 for July through April inclusive, with the following responsibilities:
    1. Continues to schedule all practices and games for all teams, and reports to Treasurer and Board all ice use and costs
    2. Is alternate delegate to all leagues
    3. Member of tryout committee and other committees as assigned by Board
    4. Responsible for collecting and keeping track of all rosters, player deposits and other registration information, under supervision of Registrar
    5. Keeps track of house league registrations and rosters under supervision of House League Director
    6. Interfaces with Treasurer regarding all player payment statuses, and works with coaches to communicate with families
    7. Orders all jerseys, socks, first aid and other necessary supplies
    8. Serves as primary point of contact for all members and coaches regarding any issues that arise in day to day operations, and directs to the appropriate board member if necessary
    9. Term of contract July 1 – April 30, plus NHAHA and DYHA annual meetings if outside of those dates
    10. Compensation will be \$15,000 for the term of the contract, payable in equal monthly installments of \$1500 over ten months
    11. Pay for and direct him to take an Excel class through an adult education or continuing education program of our mutual agreement.
  - ii. Tim Broadrick has revised Dennis' contract, but we are in the process of looking into the legal requirements around his independent contractor status versus putting him on DYHA payroll. Tim has been advised that we need to put him on payroll. Our new bookkeeper is researching and will advise Tim.
- f. Proposed revisions to the Program Guide and policy manual.
    - i. Revisions were discussed and some changes made collaboratively, but no action was taken to adopt the new document. After the meeting, a revised file was sent to all board members for their input, in hopes of taking action at our next meeting July 23.

7. New Business

- a. No quorum was present, so no new actions were considered.

*The meeting adjourned at 9:53 p.m.*

8. Executive Session

- a. None needed