

UVHA Board Meeting Minutes



January 21, 2015 ~ 5:30 PM

Kinney Pike Insurance, White River Junction, Vermont

1. **Attendance:** Sarah Morlock, Kylie Ammel, Kathy Roberts, Kristen Chapman, Justin Barwood, Matt Maher, Bill Mann, Ryan Ray, Bill Mason, Jason Spaulding, Alex DeFelice
2. **Meeting called to order:** 5:38 PM
 - a. December 17th meeting minutes were approved (motioned by Ryan, seconded by Justin).
3. **Monthly Reports:**
 - a. **Fundraising Report-**Sarah shared a to-date fundraising report, detailing activities and funds raised. The Bouthillier Tournament netted \$1,631.67, while the sale of the association's old jerseys raised another \$470. Also noteworthy, Shaw's representatives met with Sarah this past week and presented the UVHA with a \$500 donation to support youth hockey, and the City of Lebanon generously donated \$3,730. We are currently \$2,699.01 short of our \$30,000 fundraising goal. Sarah is confident, though, that last of the fundraising events (including the Skate-a-thon, Town Meeting bake sale and equipment sanitization) will generate enough revenue to reach the 2014-2015 fundraising goal.
 - i. **Monarch's Game:** Ryan has coordinated another UVHA/Manchester Monarchs day. This is scheduled for March 7th, starting at 3:00 PM. Day includes pre-game ice access for the Squirts, Peewees and Bantams. Plus a group ticket rate for the evening's game. The Mites will not have an intermission game. However, we do have the option of allowing them to give players "high-fives" coming out of the tunnel. Ryan will gather any other necessary information. Matt will send an email to Team Parents.
 - b. **Scheduler's Report-**Bill distributed a list of UVHA games scheduled as of January 21st. He needs feedback from coaches in order to schedule out the end-of-season available ice as soon as possible. Justin pointed out the importance of being equitable among all teams. Each team's current total number of games, as well as number of home games should be taken into consideration. Each team's needs for practice time and game play prior to states and season-end tournaments should be weighed as well.

- c. **Coaching Coordinator's Report**-Alex stated that all coaches are now in good standing with USA Hockey. Since appointing Kathy Roberts as SafeSport Coordinator, we are making strides towards being in compliance with SafeSport regulations. Matt affirmed that the Board should be diligent in our efforts to meet all requirements.
- d. **Registrar's Report**-Kylie reported a current total of 113 registered UVHA players. With two Termites scheduled to begin play this Friday that number will rise to 115. \$4,828 has been awarded in scholarships. \$5,100 remains in outstanding registration fees. Collection is in progress. Kylie also declared that all travel teams have approved rosters. Alex said that she should expect to soon be asked to send the UVHA "books" to **Deb Powel** for review. Finally, the 20/10 rule was discussed at length. This rule will be reviewed to ensure that no issues arise going into tournament play.
- e. **Webmaster's Report**-Kelly was not present. However, Kylie shared that the Termite team content has been updated and that online registration is functioning as it should be.
- f. **Equipment Manager's Report**-Storage continues to be an issue. A number of UVHA items remain in the basement of Twin State Typewriter, including a HYHA banner, trophies and shelving. While the Town has agreed to allow us to store items in the upper-level area above the old locker rooms, the open-access of this space is a problem. Locked storage will be necessary prior to the close of the season when jerseys and equipment are collected.
 - i. **Garment Bags**: Kristen gave an update on garment bags. As the sample bag's zipper broke after only three uses, the Board will not move forward with the purchase of this particular bag. Kristen will explore other options of higher quality. The Board will need to decide whether to issue garment bags as part of the uniform, requiring their return, or offer them to players at their expense as a fundraiser.
- g. **SafeSport Coordinator's Report**-Kathy made minor changes to the Locker Room Policy. She will email this revised version to the Board for approval. Matt will disperse the Locker Room Policy to parents immediately for their review. Next season, parents will receive this policy as part of their parent packet. They will be asked to sign and return the policy, acknowledging that they have read and agree to adhere to it. Parents can email Kathy at her new uvha.org address regarding their concerns. However, the SafeSport report form still needs to be added to the website so that it is readily available for those wishing to officially report potential SafeSport violations.
- h. **Treasurer's Report**-Ryan distributed a to-date budget report. He directed the group's attention to the team budget breakdown that he has begun to compile. While this is a work in progress, it will be valuable in evaluating team equity and allow for more educated budget determinations. Assuming \$30,000 in fundraising revenue, the UVHA is still an estimated \$2,139.30 "in the red." This is not a hard number as budget cuts can be made, if deemed necessary.

4. **New Business:**

- a. **Try Hockey for Free**-Kylie is well underway organizing a Try Hockey for Free event on Saturday, February 21st. This will utilize two hours of unclaimed, existing ice (10:45-1:15). Interested parties can visit tryhockeyforfree.com to learn more about the event and register. USA Hockey will be providing the association with free jerseys and goody bags for all participants. A limited number of participants will also receive a free stick. Kylie shared that if the UVHA has the most participants registered in our region, CCM will provide us with additional promotional equipment, including helmets and skates. To qualify, registrants must be new to USA Hockey. Sarah will be working with Kylie to help organize off-ice activities and provide refreshments. Kylie stressed the importance of having a strong UVHA coach, player and parent presence. She will market the event, distributing USA Hockey provided materials. Matt will email a notice to UVHA families requesting that they share the information with potentially interested friends and family.
- b. **Late Season Ice Availability**-As afore mentioned, there are a number of sheets of ice in February and March that remain to be slotted for team practices or games. While most travel teams are looking forward to season-end tournaments or state level play, Alex and Jason shared that there is little chance of the Bantams making states. As an alternative, they've proposed hosting a Bantam tournament at WABA. Bill shared that there was overwhelming parent support of this idea. Bantam coaches and families would take sole responsibility for its planning, and Alex stated that his initial fact-finding indicates that there would be visiting teams available to participate and that the tournament would be of no cost to the association. Based on the available purchased ice and the coaches' personal schedules, Alex and Jason suggested hosting this tournament the weekend of March 14th. Justin expressed concern regarding this particular weekend, suggesting instead the weekend of February 28th. From a business standpoint, Justin shared that most other teams will be traveling the weekend of the 28th and, consequently, that available ice would otherwise "go to waste." From a fairness standpoint, it was argued that the February 28th weekend would be a better option taking into consideration the needs of other UVHA teams that March 14th weekend. While the Board unanimously supported the hosting of this tournament, there was debate over the two weekends. To accommodate both the needs of the Bantams and the needs of the association's other teams, Bill will contact Scott to see what additional ice-time is available to purchase March 14th and 15th. He will then build a proposed schedule for a four team tournament *and* account for additional practice or game ice both that Saturday and Sunday for the UVHA's other teams. Bill will also contact **Dick Bresette** in regards to ensuring the availability of referees. Bill will email this proposed schedule to the Board for review, motion and voting by this Friday, January 23rd.
- c. **Step-up Skate Scheduling**-After brief but definitive discussion, the Board decided against a formal week of step-up-skates this season. Coaches will instead be encouraged to invite transitioning players to join end-of-season practices.

- d. **Skate-a-thon Planning**-The Skate-a-thon has been scheduled for Friday, March 13th, making use of two hours of existing practice ice. A Fundraising Committee meeting has already been held in preparation for this annual event. Committee members will be collecting gift cards and goods from local businesses over the course of the next month. These donations will be used to purchase refreshments for the event or utilized as door prizes for participants. Justin motioned to approve a \$500 UVHA contribution to the Skate-a-thon, to be used, as determined by the committee, to purchase grand and top-fundraiser prizes and/or to be offered as a registration reduction prize. This motion was seconded by Bill and unanimously approved. Per USA Hockey regulations, Matt reiterated that family members will not be allowed on the ice unless they too are USA Hockey registered players, coaches or volunteers. Matt did previously request an estimate for additional insurance coverage for the event, but its cost did not make it feasible. The Board considered hosting the Skate-a-thon as a joint venture with the Town, allowing for a family skate as a public event covered by the Town's own insurance policy. However, after some discussion, this was ruled out due to the level of planning it would require and the Board's intention to maintain the event as a season-end celebration for UVHA players and their families. The Board also approved of a suggested \$25 pledge minimum for participation. A majority of the Board did not support a move toward per-lap pledges, mostly due to the logistics of collection. A lap-counting component will be considered, however, when planning the event's activities.
- e. **Pre-registration for 2015/16**-The Board designated May 30th as the pre-registration deadline. If logistically possible, Kylie will have a table set up at the Skate-a-thon to pre-register players. Pre-registration will be discussed further at future meetings to determine discounts and pricing.
- f. **Scheduling of Meetings**: The next two Board meetings will be held a week earlier than usual, on the second Wednesdays of the month. Matt will ask Kelly to post this notice on both the UVHA website and Facebook page.
- g. **Championship Banner Update**: Matt shared the two style choices for UVHA championship banners (individual versus add-a-date). The general consensus of the group was that the individual banner was a more desirable option. Matt will continue to work with New England Flag and Banner to have a mock-up made of the Squirt championship banner.
- h. **Dual-state Affiliation Status**-Matt spoke to UVHA accountant, **Jay Simms**, regarding the merger of the two associations. Both HYHA and GLYHA are registered 501c3 organizations with separate tax identifications. According to Jay, we can consolidate assets, legally change our organization name to Upper Valley Hockey Association and move forward under one of the two existing tax identifications. There will be single-state affiliation ramifications for play, altering and limiting the UVHA's options. Matt will prepare and "pros and cons" list for the Board to review at the next meeting.

5. **Meeting Adjourned**: 9:12 PM