

Board Member Attendance

Board Member	Position	Nov-15
John Veilleux	President	X
Chris Kennedy	VP Master Scheduler	
Bethany Wilson	Secretary Team Administrator	X
Sarah Kramlich	Treasurer	
Stephanie Haskin	Registrar	X
Tom Clifford	Referee Equipment Director	X
Eric Turgeon	Travel Ice Scheduler	
Sally Morris	House Scheduler	
Shawn White	Coaching Director	X
Jason Cyr	Coaching Administrator	
Amanda Woodford	Tournament Director	X
Rich Lappin	Marketing Director	X
Tim Bernard	Goalies Director	
Glenn Jonsson	Skills Development Director	X
Chris Prinn	Webmaster	
Shawn Damon	Boys Travel Director	
Scott Matusovich	Girls Director	
Rachel Pargeter	Girls Assistant	
Heather Geoghan	Casco Bay Academy	
Matt Goodrich	Mites Director	X
Scott Rousseau	Squirts Director	
Melissa Riley	PeeWee Bantam Director	X
Fran Norris	Midget Director	X

Welcome

Meeting called to order at 6:06pm and was held at Falmouth Family Ice Center.

Approval of the minutes from October 2015. Motion to accepted and pass unanimously.

Presidents Report

Grow the Game

- We have a grow the game committee: Shawn White, Heather, Jason Cyr, Matt Goodrich, and Tim Bernard.
- Grow the game is a primary focus for us this year.
- Try Hockey for Free – Saturday, November 7th at 12:20 FFIC. Jason Cyr will be running the event. We have been provided some items from USA Hockey. We received some stickers and pencils. We will have another session in February or March. Scott will also be hosting a grow the game program for the girls.

MeAHA Update

- We have had some issues with Forfeits

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- Level I and Level II reimbursements are going from MeAHA directly once submitted
- We need some assistance on GRANTS. John Veilleux will need some assistance – Rich Lappin will assist with the application process.
- We will be submitting a grant for the hard boards at FFIC. A set costs approximately \$7K and FFIC will pay for ½ and we are hoping to get funding from MeAHA.
- MeAHA has put together some promotional materials for Grow the Game for Girls.

Casco Bay Arena

- We had a great opening weekend. Ribbon cutting was well attended. The Girls U14 team vs. PeeWee A team played. Bangor Savings donated the “Ice Breaker Challenge Cup.” Bangor Savings also donated tee-shirts for each player.
- John Veilleux is working on looking at the ice schedule and how we can offer more opportunities for events such as Pond Hockey.
- Showers and Bathrooms are not in the locker rooms due to money and space.
- Bangor Savings Bank has sponsored the lobby.
- Dead River sponsored the Zamboni.
- Outstanding Rink Items
 - Windmesh has not yet been installed as of yet. Blue tarps will not be permanent
 - New lighting and lights on the walk way.
 - We will have some stands on the left side of the rink.
 - We will have some sort of seating in the warm area
 - Scoreboard will be going up this week
 - Hall of Fame will be going up. Travis Roy, Eric Fenton, Brian Hart, Kevin Hart, Dan Bartlett,
- John will be looking to work with the Division Directors to get the ice time out to each of their divisions. We have to have a coach on or near the ice that they can monitor.
- Tours were held the week prior to opening.
- We had two Casco Bay families who have fronted \$100K to ensure we had our fundraising goals met.

Treasure Report (Sarah Kramlich)

- Processed all of the final installment payments for those who chose to pay installments. 30 rejected payments so I will be following up on those. I will reconcile all of the open AR and will be sending out statements to those who still owe for whatever reason. Anyone that has an outstanding balance by our December meeting, I will give lists to DDs to help collect.
- Worked with eight families on scholarships totaling \$1375 this year so far.
- I will process the rebates to families with three or more skaters this week.

Registrar (Stephanie Haskins)

- Roster are complete and approved for Girls, Boys Travel, Midgets (House and Travel), House Squirts, PeeWee and Bantams. I am gathering player numbers for House programs (squirt, peewee and bantam) and will provide game sheet label templates, and roster links by the end of the week.
- Minor changes continue to come in and I update the rosters. Please continue to communicate any roster changes (player and/or coach) as those changes need to be reflected in the rosters.

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- Jason, Melissa and Scott did a great job getting house coaches safesport certified, and it made rostering the teams a far more simple process.
- I will get mites, CB Academy rostered once I get all player numbers in for 'competing' divisions.

Division Directors:

Referee | Equipment Director (Tom Clifford)

- Tom is working to set up an additional referee seminar.

Tournaments (Amanda Woodford)

- Tournament planning is in full swing. Expected hours needed have been determined with a "max" capacity for each division at this point. Will be sending that information to Chris and Sally for updates and determine give backs within one month out. Sending Chris Prinn write up for website and emails to outside associations going out this week. Pricing same as last year.
- Mites tournament planned for same weekend as last year as a season ending tournament. Mites will not be included in the holiday tournament as they have their own Thanksgiving tournament.
- Possible move from trophies to medals using "bronze, Silver and gold" tiered medals. Depends on pricing and time frame.
- The plan is for shirts to be pre-ordered and design currently under way.
- Please remember that all DD are typically around during the tournament days (12/26-12/28) for rink coverage assistance at various times. Also TA's will be required to fill clock and game sheet assignments with patent volunteers based on an established schedule. CB teams are responsible for "away" team games as well and the duties are evenly distributed throughout all teams in each division. Schedules will be provided for coverage closer to the tournament.

Team Administrator (Bethany Wilson)

- TA meeting held 11.01.2015 for both Travel and House. We had about 40% attendance. We reviewed binders, rosters, schedules, clocks and score sheets. Each TA was provided a binder with guidance on what is included in the binders, Photo order forms, Casco Bay Cards (2 for each player and 1 for each coach). We reminded about the fundraising and many were excited to only have 1 fundraiser this year!
- We offered tickets for the Ice Breaker Tournament in October. We did not have a good response on this event. After the cost of the tickets we made approximately \$524 as we have some tickets which have not yet been paid for. These types of events tend to be very low on the profit end and very high on the organization end. I am recommending we do not move forward with organizing Pirates Games or additional UMAINE games. We did not have anyone who was interested in helping with the 50-50.
- We do not have apparel set up as of yet. Proposal was made in September but awaiting connection from vendor. We will not have apparel for sale at photo's this year as the turnaround will not be possible at this point. Hoping to connect with the vendor soon.

Girls Team Administrator (Rachel Pargeter)

- All games and practices, including away games have been entered onto schedules. I finally found a workaround that will allow the Girls TA's to score games online for away games against non-league opponents, and I'm hoping the functionality of Ngin won't be changed to remove the workaround.

- All players are listed on online rosters
- All TA's have online access to the MeAHA site and are scoring games
- Still have some teams that need their team meeting about DD mugs, as some had to be postponed due to scheduling issues the week before the CBA grand opening.
- No issues/problems to report

Marketing Update (Rich Lappin)

- DD mug program has officially rolled out. Player turn in forms have been provided. Will need to get some additional communications out during the course of the next few weeks to help encourage sales specifically as we get closer to the Thanksgiving break.
- Prizes: Just another request to folks that if they have anything they would be willing to donate (Signed memorabilia, gift cards, Sporting event tickets, etc.) please let me know.
- DD My Dunkin My Community commercial has been shot. Special thanks to Matt Goodrich for not only helping to coordinate the Mites teams but also for being the voice of Casco Bay. Expect to get the final version of the shoot soon as the commercial will start airing in November and run through December on WCSH.
- WCSH Sports piece: We will use some of the footage from the Dunkin shot for a piece Lee Goldberg will be doing on the new rink. Will follow up with Lee on date.
- If people have money, they can turn into the TA who can connect with either Rich or Bethany to collect.
- Rich will work to create a distribution time.
- Dasher board sales: A little slow on this front with the focus on the DD program. Expect to start picking this back up soon over the next few weeks.
- DD Patches: Just received this week. Tom will work with Travel TA directors to get patches on their shirts.

Webmaster (Chris Prinn)

- ALL CBHA schedules are current on MeAHA/CBHA sites as of this morning. If it's on the Master Schedule it should be on the MeAHA/CBHA site(s).
- Starting to hear from TAs and granting edit permissions to team pages
- Registrations for Pre-Season 4v4, Training Camp, BYHD PASS program have built and completed.
- Emails going out regularly for new CBA events and notices.
- Seems to be a problem with linking iCal to some teams... looking into issue.
- CBH Academy BTI/LTP and Try Hockey for Free Forecaster Ad completed and submitted.
- Announcements being added to sites as needed.
- Trying to update, clean-up, do general maintenance to site once dust settles.

Coaching:

Coaching Director (Shawn White)

Skills Development Director (Glenn Jonsson)

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- As mentioned in earlier emails, travel skills training has started up. We have hired Kent Hulst and Ray Jean for PW and BT; Matt Libby and Fred Quistgard for Squirt. Off to a good start. Some gripes early that edge work is hard and boring but the foundation work is being set. Will become quicker paced once the instructors are able to assess where we are and where we need to be.
- Lots of great feedback over the return of skills training due to the addition of extra ice from CBA.

ACE Director (Jason Cyr)

- As of about a week ago, 7/128 coaches still without SafeSport. DD's, I am going to send around an email to you with the coaches who have not completed this. Please do not allow them on the ice from here on out until they provide the certification of completion for this training. If you would like me to talk to them, please let me know and I will try to fit in time to attend an upcoming ice session. Thanks for your help with this.

Goalie Coaching update (Tim Barnard)

- Skills sessions began for Travel week of Oct. 26. Coaching staff worked lightly w/ goalies, as Fred Quistgard won't start helping out until week of 11/16. Fred will coach the Squirts every other week. Ray Jean will be coaching the Peewee and Bantams travel skills every other week. During the off week when Fred/Ray are not present, myself or another coach will step in to assist w/ goalies and they should also participate in skating drills to better their skating and stick handling.
- Skills sessions for House -mites, squirts, peewees, and bantams starts 11/15, with the exception of Mites skills starting 11/8. Tim to fill in for Fred Quistgard on 11/8 Mites training session. No Squirts skills session set for 11/8, as they have games scheduled. Fred Quistgard will be present weekly for house training.
- Head Coaches are being asked to identify a coach on their team to become their team's "goalie coach". Once all goalie coaches have been identified, an email list will be created to distribute practice drills/information. On or off ice training sessions can be coordinated.
- Individual team goalie coaches will be rotated through skills sessions to learn from Ray and Fred as well.
- Open for discussion - do we open skills sessions that may be light on goalies, to other teams/divisions goalies. How to figure this out and schedule? I'm currently waiting till skills sessions w/ Ray and Fred begin to get some goalie attendance numbers and figure out the best route to take.

Scheduling:

Master Scheduler (Chris Kennedy)

House Scheduler (Sally Morris)

- All PW and BT ice has been scheduled through the end of February and loaded to the website. There a couple of things that need to be fixed here and there.
- Generally the teams are on the ice for two weeknight practices, one weekend game and rotating through Sunday skill sessions. All conference games have been scheduled and some additional nonconference games are scheduled for BTs. Some games still need to be loaded but PW and BT teams will have 16-18 games, not counting tournament play.

- Based on discussion among the conference members to date, it seems as though a round robin play in tournament will again be used to determine which teams are selected for states. The latest proposal was that each conference member host a division. CB is already committed to hosting Squirts, Huskies and Biddeford would then take either PW or BT. No final determination made on this yet to my knowledge.
- Squirts and Mites are scheduled through mid-winter. Mites are on the ice for one weeknight hour, two weekend traditional practice/game hours and rotating through a Sunday skill session. The earliest ice time is 7:10 and most Sundays start at 8:20. Squirts are on the ice for one weeknight skill session, practice Saturday, game Sunday and rotating skill session Sunday along with a later afternoon Saturday conference game.

Travel Scheduler (Eric Turgeon)

- 5 CB MEAHA travel team game schedules are set.
- 2 CB VHL team game schedules (Nov-Dec) are out.
- Weekday practice schedule is set through November.
- Repeatable weekday practice plan in place for Dec-Feb.
- Working to schedule exhibition games for VHL teams on weekends they're not playing games in MA.
- Will attempt to use remaining allocated weekend ice at CBA for exhibition games, full ice practices, inter-squad scrimmages, pond hockey, parent-kid games, etc. for travel teams with off days on the weekend.
- Note for next year: Monday night practices conflict with middle school practices for some peewees and bantams. Getting some push back from parents and coaches.

Division reports:

Midgets Travel (Fran Norris)

- Midget boy's regular season is over. MeAHA playoffs began on Sat- Nov 1 and continue next weekend. CBHA is hosting the U16 tournament at our CB rink and FIC. All went well on the first day of the tournament play. The only complaint heard from a few players and coaches was the lack of showers at our rink. Other than that, the rink has worked well. Both our U16a and U18 teams are 2-0 headed into next weekend- so, off to a strong start.

Midget House (Tom Clifford)

Boys Travel (Shawn D.)

- First week of skills session has been completed with strong feedback from coaches and parents, and this program will continue to build our players proficiency with basic skills. As was mentioned in the email traffic last week, another voice and some different drills will help augment our systems and growth that our coaches promote in practices.
- Monitoring the VHL teams and their progress. A post-mortem will be set when the season is over to discuss VHL entry next season.
- No teams will be competing in the Seacoast league this season. Another topic for end of season.
- TA's had a meeting last evening (1 November) to review any outstanding items and needs for the teams.

Girls Travel (Scott M)

- No issues to report.
- Rosters set except addition of a few to the U12 B team.
- Schedules are done through Jan 1.
- Practice ice allocated all year
- U19 B is over, successful 1st year for this team after rocky start.
- U19 A and U16 A will cut down to 2-3 skates a month as their Playoffs are in Feb.
- For next year I would like to see about adding a U16 and U19 director to handle those programs.

Bantam | PeeWee (Melissa Riley)

- Games start this weekend
- Skills sessions begin mid-November
- Positive feedback on on pond hockey
- Two bantam players for the leafs have been inactivated. One for health reasons, one decided the checking was too much
- One player moved from BTI to peewee Kings
- One peewee Oiler moved to girls division
- Working with Sally on a fixings few duplicate practices in the schedule
- A few peewee parents have expressed concerns over the 7:50 practice time slot and have requested we move to an earlier time. There are only a handful for each team. We are not making any changes to the schedule.

Squirt (Scott Rousseau)

- Squirts is off and running.
- All League Games with Sharks and Huskies are set. Practice and skills sessions are scheduled through end of January.
- Have to work on Holiday tourney with Amanda and hosting the Southern Conference tourney with Sally.

Mites (Matt Goodrich)

Casco Bay Academy (Heather Geoghan)

- BTI: 40 Registered
- LTP: 80 Registered (!!)
- We are off and rolling. A little rocky to start with some last ice time changes (FIC didn't open on time and scheduling hiccup with NYA vs. FIC discovered last minute), but all is well now and folks seem happy. BTI has two lead coaches that have stepped up and are doing great (Jason Sulham and Lindsey Dorval).
- LTP has huge numbers - great for hockey - tough for one ice slot on Tuesdays. We are making it work, but I'm concerned that skaters aren't getting much individualized attention as coaches are just working to control crowds and explain the drills. We are making it work, but not ideal. John and I have emailed about trying to find another mid-week hour to alleviate big numbers on ice (and in locker rooms). Kids have been great -- attentive, focused, and hard-working. Tuesday evenings seem to be working MUCH better than Friday nights! Great coaches on the ice as well. One Sunday session much lighter on coaching staff than the other (4 vs 15), but will work even that out in the coming weeks.

Other Business

Apparel Update

- Scott Rousseau from Play It Again Sports joined the meeting and shared we can have all the apparel before Christmas without an issue. He also indicated that he has modified and decreased the options this year and has increased pricing on items. He will provide this information to Bethany to create the order form. He also noted that he will have the items at the Photo's for sizing. Scott also agreed to complete all the order reconciliation for a \$1.00 administrative fee which will be added to each order. Once Scott has shared the updated information with Bethany, she will provide it to the TA's to share with the teams. We did miss the BTI and LTP photo opportunity to capture sizing and sales but will share the information with the TA's.

Equipment Swap

- Is it possible that we might be able to host an "equipment" swap through our website. We are looking for a possible person to take it on.

Office Space Available

- We have been offered a lease space at FFIC for a space. It would be \$250.00 per month.

Full Time Scheduler

- Possibility of looking for a possible hire that we can begin to look at someone working as an administrator for us.
- Discussion took place about the possibility of having an administrator to support.

Meeting adjourned at 8:00p.

Submitted by

Bethany Wilson