

Board Member Attendance

Board Member	Position	Jan-16
John Veilleux	President	X
Chris Kennedy	VP   Master Scheduler	X
Bethany Wilson	Secretary   Team Administrator	X
Sarah Kramlich	Treasurer	X
Stephanie Haskin	Registrar	X
Tom Clifford	Referee   Equipment Director	X
Eric Turgeon	Travel Ice Scheduler	(late)
Sally Morris	House Scheduler	X
Shawn White	Coaching Director	X
Jason Cyr	Coaching Administrator	
Amanda Woodford	Tournament Director	X
Rich Lappin	Marketing Director	X
Tim Bernard	Goalies Director	X
Glenn Jonsson	Skills Development Director	
Chris Prinn	Webmaster	
Shawn Damon	Boys Travel Director	(late)
Scott Matusovich	Girls Director	X
Rachel Pargeter	Girls Assistant	X
Heather Geoghan	Casco Bay Academy	X
Matt Goodrich	Mites Director	X
Scott Rousseau	Squirts Director	late
Melissa Riley	PeeWee   Bantam Director	X
Fran Norris	Midget Director	X

**Welcome**

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

**Presidents Report**

- No MeAHA report
- In an effort to look at our programs, John shared the (handout) *Darien Youth Hockey Association* the Philosophy as an opportunity for us to review and consider for next year. [WWW.DYHA.com](http://WWW.DYHA.com) Concerns regarding the poaching of players by other organizations, lack support by MeAHA surrounding this concern.
- Shawn Damon is working to put together a travel program for next year with a clear outline of the program next year.

**Casco Bay Arena**

- Lots of movement at the rink over the holiday. The open skate sessions were highly attended.

**Casco Bay Hockey Association**  
**Board of Directors Meeting Minutes**  
**January 4, 2016**

- The Bantams held a Pond Hockey tournament for a holiday tournament the Sunday after Christmas. Positive feedback about the session.
- The Girls had a tournament over the weekend.
  - Amanda and Rachel held concessions which were very well received. They raised \$611 and Scott is hoping to apply this towards some off ice opportunity for the girls program.
  - Two out of town T1 teams from NH and VT
- Fred **XXXX** donated a box of off-ice strength training equipment.

Treasure Report (Sarah Kramlich)

- Please see the attached outstanding receivable list. At this point, kids from these families should no longer be skating. Thanks for your help in this matter. Financially, we seem to be in good shape however, I am waiting on ice bills from the other rinks to tell for sure. I will have a better idea in February where we stand and will provide a more detailed update at that point. Additionally, I am working on a document for my successor to use going forward.

Registrar (Stephanie Haskins)

- I am currently rostering all CB Academy players. This is not a requirement; however it is good for USAH to keep track of players.
- I am still collecting birth certificates. I did a mass e-mail asking for birth certificates of players who didn't have verified birth dates.
- A late addition to the U14 girls team was accommodated. (Thanks Sue!)
- Still working with Jason with regard to coach eligibility.
- Looking ahead: Travel TA's will need to have their books ready for credentialing so that they can be delivered to Sue. Last year Sue ended up driving all over the state to get this done, and it won't work that way this year. I believe that they need to be delivered to her by Feb 9th, but I will verify this info. We will work on a drop off/pick up times!

Division Directors:

Referee | Equipment Director (Tom Clifford)

- Tom asked everyone for safety purposes to make sure NOT to practice with open doors on the ice!

Tournaments (Amanda Woodford)

- Tournaments went. Having all CB teams was not an issue and teams were very even for the most part as DD did a great job offering advice for pools to maintain "even" play.
- Bantam tournament was an "old fashion" pond hockey tournament that was a huge hit. Thank you John Veilleux for taking this one over as I have never set that type of schedule up. Squirts and Peewee we normal, full team tournaments. The girls U14B and U12B both participated in Peewee and did well. U14 advanced to the semi-final round with a player that was not their normal goalie and a player that is not typically in net.
- This year, in lieu of trophies, \$10 iTunes gift cards were given to the winning team and very well received. A team trophy will be in the new trophy case (when completed) with a team picture. Old trophies were used for presentation and photos. Three new trophies (cups) will be purchased and used from this point forward for the CB Holiday Tournaments with a continuation of photo and team name engraved for the year.
- My recommendation is to move all divisions, Squirt through Bantam to the same "Pond Hockey" tournament set up for the Holiday tournaments. This would minimize the need for parents that typically travel to feel compelled to stay in the area as teams are made consisting of 3 to 4 players. This allows for much more flexibility and minimizes ice time as well.
- Discussions should be held about adding season ending tournaments back in Feb/March based on ice availability with state tournaments and outside tournaments CB may be hosting for other tiers.
- Mites still on the calendar for season ending tournament in March and I will be working with Chris and Matt for ice and set up.

**Casco Bay Hockey Association**  
**Board of Directors Meeting Minutes**  
**January 4, 2016**

- Planning for next year will need to be evaluated more and plans put into place by earlier.

Team Administrator (Bethany Wilson)

- TA are doing well. Safesport reminder sent and completed.
- Will be working with TA to ensure the books are prepared for States
- Apparel was delivered the week of Christmas. Lots of feedback on the apparel (lack of selection, lack of notice, many upset with the late delivery). Suggestions on different process next year. Travel should be completed in the summer prior to the season starting (completed same time as the jersey orders). House needs to be done in October when the season kicks off so we can have it in earlier than Christmas week!

Girls Team Administrator (Rachel Pargeter)

- Things are going smoothly with the exception of MeAHA saying girls games were incorrectly coded as counting for standings for against co-ed teams, resulting in too many wins for co-ed/boys teams that played the girls. This has been taken care of by me on the girls side, so we should be all set. Everything else is running smoothly, and coaching certifications are all renewed for girls coaches as of 1/1/2016-now just working on follow-up about incomplete modules.
- I expect to have a draft locker room policy for board review at the February meeting. Scott and I are working on it to get a final draft together before that date.
- I am working with the TA's to get all the Tier II teams' binders ready for Sue Hamlin to sign them to certify the teams as ready to play in state championships, and will get the binders in time for her signature before post-season play begins.

Marketing Update (Rich Lappin)

- Main focus over past three months has been on Dunkin Donut program. To date, we have sold over 2500 mugs. Probably close to 2600 now. Just need to collect unsold mugs and do a final count. We've raised over \$50K so far. Our goal was \$60K. Thanks to everyone for your support! Special thanks to Scott for his generosity with prizes. Also, thank you Melissa and Bethany for their help during the pickup weekend. Chris, thanks for the assistance with all of the web postings and email blasts.
- Need to figure out best way to sell remaining mugs. Would like to discuss three options:
- Have them available for sale at CBA. Can we make them available there? I'm still receiving requests for 1-2 mugs here and there and would be great if I could direct them to the rink.
- Consider selling some (150-200) to Lewiston if they're interested.
- Keep some on hand for next year as a way to help sales early on as we did this year.
- Documenting what went well and where things can be improved for next year.
- Now that mug program is coming to a close, should be able to focus some attention on advertising and sponsorships.

Webmaster (Chris Prinn)

- I'm noticing a bunch of MITES GAMES that are scheduled on the master schedule, but do not have teams assigned. FYI, those events do not get uploaded (NGIN will reject events without at least 1 team assigned).
- LTP and BTI events have been added to the site. Calendars now showing on program page.
- Holiday Tournament registration created... no online sign ups to date. Deadline was 11/25. Links removed today.
- Working with Tom to create an accurate Arbiter export for refs/games.
- Bruins P.A.S.S. Clinic videos added to the site.

Coaching:

Coaching Director (Shawn White)

- General feedback I have received for Sunday skills has been positive with the exception of time.
- I have been working with a couple of local fitness facilities to have them put together a program for CB kids (similar to Parise in Saco). I would like to get feedback from the board on their thoughts of putting together a CB sponsored program that is available all year around. Additionally I would like to put together a parent survey to get their feedback on this type of program and their interest before any additional work goes into the project.
- John asked Shawn to notify the coaches to be cautious how they are moving the nets on the ice and cautious to not include the "snow"
- John also asked Shawn to notify they about the safety updates with the doors on the ice

Skills Development Director (Glenn Jonsson)

- As mentioned earlier, PWs are the one group that has had a slight issue this year due to it's 3 teams. We have dropped to 2 teams on the ice per session which drops the overall session total and can create bigger gaps in sessions when there are rink take backs. Additionally, with 3 teams there can be a disparate level of skill which makes some of the larger ice drills problematic. Otherwise, the sessions seem to have gone fairly smooth. Kristin Andrews did some video work with the skaters two weeks ago which was very beneficial.
- I will not be there tonight due to some sporting conflicts.

ACE Director (Jason Cyr)

- There is a bug in the report that Stephanie and I get from USAH for coaches training and background screenings so I don't have any #'s pertaining to which coaches didn't fulfill training obligations at year end. I do know of at least one and I have instructed them that they are off the roster and not allowed to participate as a coach the remainder of the season. It sucks, but it is what it is. Once I have names I'll circulate to all division directors and we can go from there.

Goalie Coaching update (Tim Barnard)

- Goaltenders continue to stop pucks at all CB levels. Reports are that things are going well with the weekly skills training provided by Fred and Ray. Travel goalies only get Fred/Ray training every other week. We have invited the Squirt and Peewee travel goalies to alternate weeks and practice together to benefit from both Fred and Ray, as they teach skills to these two groups on opposite/alternating weeks. Thanks to Glenn Jonsson for suggesting this.
- House goaltenders should have already been notified of the option to attend weekly skills sessions within their division even if their individual team isn't scheduled for ice. For example, Squirt goalies are invited to attend any Sunday Squirt skills session even if their team isn't scheduled for skills that week. Get the word out if you are aware of a division's skills session that is low on goaltenders. The opportunity for a goalie to have extra skills ice time is optional, but most beneficial to them.
- I'm currently working on a master list/spread sheet of all CB goaltenders. I'll be handing out a few sheets to Div Directors at the meeting and would like to ask for your help getting the data penciled in where possible so I can complete the spreadsheet. Knowing how many goalies are present within a division, what year they are, and how "committed" they are at the Mite level will be useful information moving forward.
- Topic to discuss/Approve: Letting goalies dress for Pond Hockey sessions. Squirts had a great showing over the holiday break. Would be nice to have goalies if they want to dress.

Scheduling:

Master Scheduler (Chris Kennedy)

- Secured ice needed for Tier 4 Holiday Tournament (Squirts, Peewees, & Bantams).
- Worked with other Directors and Schedulers to ensure holiday practice/game/skills ice needed was secured.

**Casco Bay Hockey Association**  
**Board of Directors Meeting Minutes**  
**January 4, 2016**

- Communicated holiday give-back ice to rink managers and reallocated open CBHA CBA ice for pond/pick-up.
- Starting to look at March ice needs for Travel evaluations and remaining Tier 4 tournaments.

House Scheduler (Sally Morris)

- Working on EP ice. We need to get back some give-backs and schedule March ice which is not yet in our spread sheet.
- Working on a couple of reschedules.
- Working on the ice for the Squirt Play-in tournament. Other divisions will be hosted by the other leagues in our area.

Travel Scheduler (Eric Turgeon)

- Back to regular practice schedules now that holiday weeks are behind us. Had some last minute ice become available last week, but due to player illnesses and absences, all coaches turned the ice down.
- PW's are biggest challenge since there are three (odd number) teams. NYA take backs of some Tuesday night ice = loss of PW skills. 3 PW teams on the ice for skills at same time proved problematic so now alternating one PW team sitting out each Tuesday night.
- Balance of VHL schedules just came out, so will be working with those coaches to find ice and schedule practices or exhibition games for weekends they're not playing in MA. This requires asking Chris K. to request ice back from rinks that was previously given back.
- Some issues recently with games scored on NGIN counting toward MeAHA standings when shouldn't have. Requires diligence by all schedulers to code non-league games correctly in master and/or on NGIN for games entered manually. An easy thing to forget. Problems appear corrected.

Division reports:

Midgets Travel (Fran Norris)

Midget House (Tom Clifford)

Boys Travel (Shawn D.)

- My December report was all encompassing, but to add to that report, I am beginning the process of looking at dates for 2016 try outs. We have some tournaments to work around.
- The target date for the try outs will be the first week in March.

Girls Travel (Scott M)

- All Teams are doing well with no issues minus the scoring games with MEAHA that Rachel eluded too.
- U19 A U16 A and U14 A all competed in a very competitive Tier 1 tournament over the Holiday Break in Mass and all did very well. Nice to show we can compete with some of the top programs in the East.
- U14 A did a concession stand at CBA on Sat 1-2 as we had a 5 game all girls Jamboree and despite a last minute plan we raised over 600.00. All the U14 A and U12 A parents chipped in with a special thanks for Amanda Woodford, Renee Begonia and Rachel Pargeter for pulling this together and taking charge. The plan is to use this money for some off ice training aids at CBA such as a Box Hockey game or a few stickhandling boards.
- We have a plan in the works with the other U12 and U14 T4 girls MeAHA programs to run an end of year tournament it will be held in Brewer this year March 5 and 6. Should be a great way for these girls to end their season and as all the other T2,3, and 4 leagues have a state championship we felt it would be great for our programs.

Bantam | PeeWee (Melissa Riley)

- First annual bantam pond hockey tournament a great success. 5 plus hours at the rink for most skaters who didn't want to leave when it was over. Parents loved the format as well. Will repeat for next year in place of the holiday

**Casco Bay Hockey Association**  
**Board of Directors Meeting Minutes**  
**January 4, 2016**

invitational. Looking at switching peewee holiday tournament to the same format for next year. Will take the pressure off for traveling families

- Low peewee attendance numbers for skills sessions. Feedback from parents - kids don't want to go. (That excuse would never work for my kids!) Bantam attendance solid.

Squirt (Scott Rousseau)

- Season progressing very well. 5 of 6 teams currently above .500 and the 6<sup>th</sup> team is only 2 games below and has been competitive. Everyone having a positive experience.
- Holiday Tourney as a Casco only event went very well. Slight tweaks for next year but generally, as a Casco Only event, things stayed very relaxed and we had great parity. Biggest complaint was lateness of schedule but this is easy to fix knowing we will be CB only and can get this out early so families can plan getaways, ski trips, etc with hockey.
- Biddeford Yth was going to cancel remaining games with our Squirt Teams but after speaking with BYHA President, we agreed to keep the remaining 4 games. BYHA Squirts will not play in the Southern Conference Tournament.
- Focus is scheduling now. Have to reschedule a game with Huskies White and the entire month of February is open. Working with teams to look at potential Tournament options and end of season. Currently looking at March 12-13 as our season end, though individual teams may opt to play in Tournaments later in March. Reached out to Shawn Damon in regards to Travel Tryouts to coordinate our season end with Travel Tryouts. Southern Conference Tourney is just 4 weeks away.

Mites (Matt Goodrich)

- 42 of the 45 eligible Mites playing EP this year. That makes 3 teams of 14. Cost will be \$185 and Registration should open shortly. Jersey's have been ordered, working on confirming ice times with Sally and scheduling games with Gladiators, SAM, Huskies and Midcoast. Looks like we will be putting 1 or 2 teams into the Maine Hockey Development EP tournament end of Feb.
- Regular Mites will be wrapping up March 6th. Planning to hold a tournament with our 8 Casco Mite teams. All 8 teams are attending the Gladiators Tournament on Jan 15 and all 8 teams are attending a Tournament in either Bangor, Dover or Rockland mid Feb.
- Sunday Skills has been poorly attended so I am opening it up to all 8 teams every Sunday to bring up the numbers.
- Overall, the season is going very well with all our kids showing significant improvement.

Casco Bay Academy (Heather Geoghan)

- End of BTI session I before Christmas -- Thanks to Chris for playing Santa, and Josh for buying pizza, and allowing us to use the pond house for a super fun end of season party. We handed out CBA pucks and parents and kids had a blast.
- Started a new session of BTI on Saturday and LTP still continues to grow in numbers!
- Things are rolling along. Low numbers at Saturday night cross ice scrimmages, going to send an email reminder about our weekly schedule layout and if numbers don't improve first 2 weeks January will open up to all LTP players instead of splitting up.
- Would love to get my hands on 2 mini goals -- can I just take them from Portland or are there others floating around we could use?

Transition Planning

- John asked all board members to submit their transition plans for next year to Bethany Wilson ([Bethany.Wilsoncb@gmail.com](mailto:Bethany.Wilsoncb@gmail.com)) by January 29<sup>th</sup>.

Office Space

**Casco Bay Hockey Association**  
Board of Directors Meeting Minutes  
January 4, 2016

- No update on the space.

Meeting adjourned at 8:33p.

Submitted by

Bethany Wilson