

**Casco Bay Hockey Association**  
Board of Directors Meeting Minutes  
Aug. 1 2016

Board Member Attendance

<b>Board Member</b>	<b>Position</b>	<b>Aug-1</b>
Shawn Damon	President	X
Chris Kennedy	Treasurer	X
Glenn Jonsson	Secretary	X
John Veilleux	Non Board member – CBA liaison (non voting)	X
Stephanie Haskin	Registrar	
Tom Clifford	Referee   Equipment Director	X
Eric Turgeon	Travel Director	X
Sally Morris	Master Scheduler (non voting)	X
Jason Cyr	Coaching Director	X
Amanda Woodford	Tournament Director	
Rich Lappin	Marketing Director	X
Chris Prinn	Webmaster	X
Scott Matusovich	Girls Director	
Rachel Pargeter	Girls Assistant	X
Heather Geoghan	Casco Bay Academy	X
Matt Goodrich	Mites Director	X
		X
Scott Rousseau	Squirts Director	
Melissa Riley	PeeWee   Bantam Director	

**Welcome**

Approval of the minutes from 2016. Motion to accepted and pass unanimously.

**Presidents Report**

MeAHA T4 Proposal:

CB will have 8 SQ T4 teams. No real need to play other organizations. MeAHA proposal to create a northern and southern divisional schedule not appealing as it would cause excessive travel for T4.

**Marketing Fundraising update:**

- Dunkin Donut Mug Program will be our main fundraiser again this year. Have two parents assisting with planning and organizing. Goal will be to sell 3,000 mugs again this year. Consider offering donations now for possible prizes for top sellers. (Sea Dog tickets, Patriots tickets, Bruins tickets, Apparel, etc.)
- Have purchased Casco Bay Hockey stickers for people to buy. Will be selling for \$3 per sticker. Attached is the rendering of the sticker. Should be a nice fundraiser for us. Thanks Chris Prinn for your help with logo. TA's will help in selling the stickers.
- Considering partnering with the House of Lights later this fall. Casco Bay would receive a percentage of sales. Need to work through details.
- New signage at FIC and CBA. Looking to install new Casco Bay Hockey signage at FIC which will also have area (Cork board) for posting updates.
- **Social Media**: Pushing more via Facebook than in past years. Registration notices have been shared. Would also like to share as many of our successes as we can this year. All tournament victories should be shared with photo. You can either tag @CBHockey or send a photo with short synopsis and I will post.

#### **Board Sponsorship at CBA:**

- Ricetta's (10% off players' meals) and Casco Bay Ford have both entered into agreements with us. Signage will go up this fall if not already.
- Sent out over a dozen letters to past and potential advertisers. Could use some help here if you know of any businesses that may be interested in advertising with us. Contact me to discuss and I can write up a letter for you to share or me to send directly.
- **CBHA Treasurer's Report**
- Adjusted 2016-2017 budget to reflect adjustments and programming changes.
- Verified registration fees and deadlines for all programs & divisions.
- Transitioned CBHA bank account ownership (checking, CD, scholarship, etc.) from Sarah K and John V to Chris K and Shawn D.
- Still reconciling NYA ice and balance due from prior season. Meeting w/ Alex K. this Thursday AM to review entire prior season CBHA NYA ice schedule.....for the 2<sup>nd</sup> time.
- Behind schedule with regard to fiscal year-end closure (June 30<sup>th</sup>) and several transactions (bank deposits, refunds due, expense reimbursements due, etc.).

Significant learning curve to climb for what is a time-consuming job for the highly experienced. I will likely need help from others as we progress through the season.

Need to remove Chris K's. contact info from the website for non-Treasurer questions

#### **WEBSITE Report:**

- After a bunch of back and forth, the **2016-17 Skater Regular Season Registration** is up and running (since 7/21). Email blast to all was sent last week. A list of the 2016-17 prices were added to the intro/welcome text since we were getting emails asking for the info before they started the sign-up process. Registrations are happening daily. So far, no issues from NGIN.

<https://cascoyh.sportngin.com/register/form/056743694>

- **2016-17 Coaches Registration** has been enabled since the beginning of July.

<https://cascoyh.sportngin.com/register/form/221135294>

- **2016-17 TA and Volunteer Registration** is open/active.

<https://cascoyh.sportngin.com/register/form/718019726>

- Division welcome page content has been added to the site.
- Working on Master schedule with Sally. Uploading Midget games to site today (8/1).
- USA Hockey is removing the traditional classification of ages/divisions (Mites, Squirts, PW, BT, etc...)... moving to Age Categories instead (8U, 10U, 12U, 14U, etc...)

[http://assets.ngin.com/attachments/document/0087/5721/Legal\\_Council\\_11\\_Remove\\_Names\\_from\\_Age\\_Classifications\\_amended\\_-\\_AC16\\_.pdf](http://assets.ngin.com/attachments/document/0087/5721/Legal_Council_11_Remove_Names_from_Age_Classifications_amended_-_AC16_.pdf)

\*\*\* The site has **NOT** been switched over to new Age Classification format.

#### Scheduling:

Midget Travel league game schedules are complete, with the exception of securing a couple of hours outside the normal times I had allotted. Midget teams are finalizing tournaments so there will be some reschedules. I communicated with U16 T2 this am and it looked like a tournament they were looking at would complete their 20 required games. I need to confirm the same with U18 T2 and U16 T3.

Chris P helped me get the new master started and he is uploading games.

There has been a push from a couple of organizations to schedule Squirt through Bantam travel early, people started asking in July. In order to keep the entire process orderly, I am trying to get tournament dates from travel teams firmed up and get the ice plan laid out. I expect to move to travel scheduling in the next week or so. Most of the organizations are in the same place I am.

Midget house ice is secured. I need to know whether there is interest in scheduling Midget Tier IV state-wide. Also, once we know team numbers and names I will work with Tom C to schedule and get them loaded.

I have girls info from Scott M that I am in the process of loading into the master.

I saw an email regarding CB tournaments, as soon as we have info on what weekends we are holding tournaments, please let me know so I can reserve ice in the master.

Finally, I need to know who is scheduling early season skills or any other ice outside the season work so that I can make sure I get that in the master. We use our master to match up invoices from the rink and budget so everything needs to be in it.

Scheduling will hold ice on MLK weekend for a tentative CB Tourney. T4 will tentatively do a Holiday tournament.

#### Mites

-Would like to start Evals the week of Sept 26th during mid week with plans to start regular season after Columbus day.

-Website has been updated. Still need to include coaching requirements and total cost of Mite program.

-Most head coaches already identified. Waiting to see how many kids register as we might have to have more than the normal 8 teams. Already talked with Scott R about the possibility of sharing ice if necessary.

Arena Update (John V.)

- Shoulder season lax league went very well
- Street hockey had a lighter response
- Used NGIN for signups. Registration fees went right to the CB bank account
- Arena budget right on track during the hockey season
- Current on all bills
- HS preseason skills scheduled; Kent Hulst and Kristin Andrews will run this
- Ice goes in last week of October
- CB punch cards will run again in '16-'17. Midgets will have ice allocated instead of the cards.
- New banners are up at the Arena.

Travel Director Report

- SQ T2 has only 4 total teams including CB. 18 games against 3 teams.
- Uniforms ordered.
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- Coach admin/ACE Director:
  - As of this afternoon, 20 coaches have registered with CB. New form seems to be working well. No issues reported so far. All coaches must have up to date safe sport certification for this upcoming season to complete the registration form so we will be 100% compliant going into the season. Age modules and level certification will be ironed out once I have the list of coaches from division directors in the fall.
  - I need the list of midget coaches very soon and any other divisions/teams that start early to ensure that they can be rostered in advance of the season.

Meeting adjourned at 8:12p.

Submitted by

Glenn Jonsson