

**CBHA September Meeting
9/5/2017 6pm, 6 Fundy Rd**

President (EC)	Eric Turgeon
House Director, V.P. (EC) / Peewee-Bantam House Division Manager	Scott Rousseau
Travel Director, V.P. (EC)	Matt Goodrich - ABSENT
Girls Director, V.P. (EC)	Scott Matusovich
Coaching Director (EC)	Glenn Jonsson
Treasurer (A) (EC)	Sarah Kramlich
Webmaster / Scheduling Director, V.P. (EC)	Rachel Pargeter
Scheduling Assistant	Ronnie Lamontagne -ABSENT
Registrar (A)	Melissa Riley
ACE	Jason Cyr - ABSENT
Equipment (A) / Midget House Manager	Tom Clifford -
Marketing / Social Media Director	Nikki Doyle
Tournament Director	Caitlin Jordan
TA Director, Secretary	Meg Swift
Casco Bay Academy	Heather Geoghan
Mite Division Manager	Bryan Cheever
Squirt House Division Manager	Tim Hebert

Approval of August Minutes – motion by Melissa, seconded by Rachel

Miscellaneous Updates/Discussions

1. Mental Training Program for CBHA – (Scott M.)
 - a. Rob Day works with HS and colleges, wanting to expand to youth groups. \$10/month/player – podcast, video, all on-line (\$60 total). Ideally do it as a program or as 3-4 teams. Third of fee goes back to program – for scholarship fee or whatever. Example for a team – geared by age group, every week players get 1-2 communications/week, hw assignments for goal-setting.
 - b. Questions from Board:
 - i. Can we get a proposal? Ideally, come in and do an in-person proposal

- ii. What is the payoff? Would it work for our kids? Might want to try it on a small scale with older kids. Get buy-in from a few coaches and see if that would work.
 - iii. Does he want the whole team or can it be done by individual kids?
 - iv. How unique is each of the correspondence he sends to all the kids? Can they be accessed again?
 - v. **TO DO – Scott to get more info/proposal**
- 2. Safe Sport for all Board Members – (Rachel)
 - a. Any member of Board who is not Coach, signs up to be volunteer through CBHA and USA Hockey along with a background check. Biddeford had been told to do this b/c if anything came up they could be sued. TAs should do background check. If anything happens we can say we did it. When USA Hockey rolled Safe Sport out they said this. CBHA does not have Directors and Liability insurance.
 - b. Suggestion for a Mandate for all board members to do Safe Sport and background screening. (A reminder to complete 2017 Safe Sport refresher by 9/18, due to an upcoming change in platform that will lose existing records).
 - c. **TO DO: Rachel will email everyone with next steps for registering with USA hockey and CBHA as a volunteer, and completing Safe Sport and Background screening.**
- 3. Motion to Approve CBA-CBHA Ice Contract – (John)
 - a. Adjust rate - \$215, core hours – took off certain ones, added others (CBHA gained 5:30 midweek hours and CBA took back and sold to Midcoast 4 hours of late Sat ice that CBHA couldn't use.) Supplemental ice – vacation, snow, holiday – is all free to all CBHA, no more punch cards). Same total annual cost to CBHA (\$110,000). Need to get Eric authorized to sign, extends to 2020 – 3 seasons at new rate. Need agreement in place for financing. Melissa makes motion for Board to authorize Eric to read it and sign on behalf of CBHA, Rachel seconds it. All in favor.
 - b. **TO DO: Eric to review and sign CBA-CBHA Ice Contract**
- 4. MEAHA Updates (Eric)
 - a. Tournaments CBHA will host:
 - Bantam T3 State Tournament – Mar 2-4
 - T4 Conference Tournament, prequel to State for Bantams – Feb 23-25
 - b. **TO DO:** Eric to swap a PW State weekend with Western Maine for one of Bantam weekends and check with Rachel to see if there is ice time Mar 2-4 to host girls' state tournament (Scott M wants to host girls' state tournament Mar 2-4 (Lewiston has done this the last 2 years) that would include Thurs – 2 games, Fri = 2 games, Sat & Sun – 3 games each. This is 2 weeks before regionals which is 2 weeks before Nationals. If we say no, it will go to Lewiston.
 - c. **TO DO: Eric and Scott to work with Rachel to see if there is sufficient ice time available Mar 1-4 to host both girls and boys state tournaments.**

Division Updates:

House Director:

Not much to report. All divisions have updated their respective web pages to be accurate for this season. Evaluation ice times were booked 9/2/2017

Travel Director:

Similar to last year, Travel will have 3 hours of ice per week. One of those hours will be on ice skills run by a paid instructor. Alex Kurtz will be running skills for U14 and U12. Matt Libby will be doing the U10 skills again this year. In addition, all teams will have 1 hour a week of dryland that will take place at Foreside Fitness Center in Falmouth. This will be run by Mike Carmody.

Practices begin first week of October and games not starting till last of weekend of Oct/first of Nov.

Jersey and Apparel fittings were done at CBA and I recommend we do the same next year. Thanks to John V for allowing us to use the space.

U16 and U18 teams have been practicing and just had their second weekend of games. Shaun Stairs is doing a good job working with Jason, Melissa, Sarah and Rachel to make sure players and coaches have registered and completed all requirements. We are still waiting on Jersey and Socks but we are told they will have them for next weekend.

Game Schedule was posted in time with MEAHA and most of the practice ice for Oct has been allocated. We are still waiting on Brad Church from the Wild to get a couple remaining games on the schedule. He has failed to return messages from myself and Rachel and we are told he is not getting back to the other programs as well.

U10 T2 recently attended their first tournament in Philly as part of the EJ League requirements. All players and coaches have been rostered.

We are working on getting the remaining players and coaches registered in time to roster and start practice.

Travel coaches meeting taking place Sept 12th

Girls Director:

U14, U16 and U19 Tier II have started and are in good shape games start this weekend.

U12 Tier II starts beginning October

I was hoping and allocated ice for 2 U12 T4 teams but right now we have 16 signed up, I am hopeful we can pick up at least 10 more.

U14 T4 had very low numbers right now 4.

The Girls HS league had to be scraped and I am looking to turn this into a Sunday Am Skills and Drills session, I have spoken to Eric Rousseau about running these. I have asked all the families to get back to me ASAP so we can make a decision and get ice.

Coaching Director:

Have organized our coaches' meeting for September 17th at 3 pm at CBA. Our speakers will be Red Gendron (HC), Alfie Michaud (goalie coach) from UMaine and Tyler Walsh, head coach of boys' hockey at NYA (formerly of UMaine and the US National Development Team in Ann Arbor). Expecting a good turnout and an agenda including ideas for drills as well as preparing teams for higher mental focus/toughness and team building ideas. Should be a good kickoff for our coaches. Sent out emails, strong RSVP list.

Also, have had a decent number of inquiries for coaching where I have explained the coaching registration/education process and forwarded to the appropriate age-level directors. It's each age-level director's prerogative to assign these coaches to a team (or not).

Treasurer - Scholarship Update:

Over the past five years, our program has averaged 820 skaters from Break-the-Ice through Midget-aged skaters. We offer a wide variety of programming from House (Tier IV) to Travel (Tier II and III) for both boys and girls. Here is a schedule of our scholarship awards for the past five years:

Year	Total Skater Population	Scholarship Awards	# Families
2016-17	827	\$2,300	10
2015-16	793	\$2,632	11
2014-15	779	\$2,850	19
2013-14	865	\$4,020	24
2012-13	839	\$4,468	25

Our philosophy has always been that we award folks based on their financial need as determined by Paul Bulger, our independent evaluator, who is a long-time supporter of CBHA. With one exception (when a parent died), everyone pays something. We do not award more to a travel player than a house player because the fees are more. Travel hockey is a choice, not an entitlement. As you know, travel fees are only a small part of the equation. It is simply more expensive to play travel hockey. That being said, it makes sense to evaluate our program again in light of our fees increasing over the past couple of years.

Discussion:

- Eric has said Paul wants more/updated direction. He has general guidelines. CBHA does not have a written policy. Paul uses discretion, talks to Treasurer about unique situations without sharing personal information, who reports to board if necessary for approval of deviation from standard allowances. Do we need to see/document the guidelines, update them?
- Sarah – on registration form, families instructed to contact Paul. Max scholarship is half of House Registration (typically been \$250 since House was \$500, but has only gone up recently). Every family needs to pay something. Has \$11K in scholarship fund, most donations come through travel try-outs and some registration AND PIAS who uses our logo (exclusive rights) and tacks on fee to all CBHA logo merchandise (Scott sends check at end of year). Used to use CLYNK. Southern Maine Health Alliance. Seed money from some corporate entities years ago. Scholarship funded in past by running snack bar at tournaments – but this hasn't been successful.
- Why giving less? Requests are down. Make it consistent based on family needs, consistent approach to families. No annual adjustments to meet a target minimum total awards – could potentially set a precedent. Does Paul know base cost of House is now \$875 – should we change

the amount? Discussion as to whether House and Travel should be treated differently? Sarah works with families to arrange a payment plan when necessary. Needs to be extenuating circumstances for additional scholarship above normal max – board would consider more for Travel player who qualified for more than ½ a house tuition. Running the clock for Midget games has been (and is) a way for a Scholarship family to earn more financial assistance.

- Question – is there an award that can be given out to support extra financial awards for travel kids? Apply with an essay and get a scholarship. But does this take away the need side. Also want to keep need side private.
- **TO DO: Paul to be reminded that he needs to communicate with Board if guidelines are not clear. Also to notify board if player's family need is greater than max amount so that board can consider providing more if justified. Ask him to provide guidelines as he understands/practices them, as he offered to Eric. Unique situations will be reviewed by the Executive Committee to expedite decisions and limit the sharing of potentially personal/sensitive information.**

Webmaster:

- Registration reminders have been sent out per requests from DD's
- Co-ed travel schedule and rosters uploaded on 8/30 (Deadline per MeAHA was 9/1)
- TA registration up and running and TA's are being given permission to edit their team's pages on the MeAHA website as they come in
- All travel web pages have been rolled to the new season and mirrored from the MeAHA site. This will be done on a rolling basis for Tier IV once MeAHA has created a new season for Tier IV.
- October practice schedules will be uploaded by Friday 9/8.

Scheduler:

- October schedule complete and emailed to rinks
- Working on November ice before high school starts due to low numbers of weeknight hours in early November
- Girls Tier 2 rosters and schedules through 10/1 have been uploaded.
- Ice at NYA, TIA or FIC should only be scheduled through me or Ronnie. Rink managers have been asked not to respond to requests from others, and hours scheduled by others will not be paid for by Casco Bay going forward.
- ScheduleWerks data entry is ongoing for the rest of the season.
- Two weeks at NYA in early Nov go from 14 hrs to 9 hrs as of 11/6. We have limited designated ice at FIC that week. Potentially be able to use 9pm block at CBA until 11/16.

REFS:

Officials in Augusta meeting down 23. Clinics in Gorham, Biddeford, Lewiston – all down in numbers. Tom is down 5 adult referees not counting the 7 seniors who went off to college. Need mid-week House games. Wouldn't want to have just 1 ref for PeeWee and above. Want MEAHA to step-up, survey shows biggest reason people don't want to ref is abuse from coaches.

How do we bring adult referees in when you need to start at Level 1. Can't ref your age group.

Action items – Tom to send Rachel email with info about what he needs. Some games may get rescheduled.

Registrar:

Get all travel coaches to register. When credentials are set, it takes a few days to update to USA Portal. Make sure coaches get credentialing done before get on ice. Need to use same name in all registrations (Michael is Michael not Mike)

TAs – game labels, rosters will be sent to Division Directors, Meg, Rachel

ACE:

As of September 5th, we have 55 coaches registered. That is similar to this time last year. Of those, 1 needs safesport and 1 needs a background screen. Emails have been sent to remind them to get that completed ASAP. Other than that, it's been pretty quiet.

Marketing / Social Media:

September 23rd 5-K

- Sponsorships wrapping up. T-shirts are getting set up to be printed.
- Everything squared away with Town of Falmouth and public works. Ordered 2 porta potties in addition to having the bathroom at the rink.
- Working on getting demonstrations in the rink, raffle baskets, bake sale, etc.
- Spectrum Healthcare donated 400 sponsor swag bags, saving us at least \$500+++ in that cost.
- We have 58 runners signed up so far, with \$149 in extra donations through the race sign up website
- We will need volunteers
- \$10,100 in sponsors (including Spectrum of \$2k). Expenses = 4-4,500. Registrations – 58 = \$1,450. Some donations. Total = \$5K in profit doesn't include any anticipated revenue, new sign-ups and bake sales.
- Heather talking to Pavel.
- Rebecca has commitment from Black Bears for Clock your shot.
- Reach out to Alex Kurts – leading skills, he could help with demonstration. All registered runners can do this for free. If not registered, admission fee for clinic events. Scoro (at Nolan event made \$1K).
- Radar gun. Will also have raffle baskets and bake sale
- Poland Springs donated 13 cases of water. Donated food – Ricottas will have breakfast pizza.
- Bottle drive – Tim Hebert will bring dump truck and collect empty cans.
- Volunteers – get specific jobs to John V to share with HS students.
- Welcome to the race / MC (would Chris Kennedy want to do it?)
- **Make Announcement at Coaches meeting on 9/17.**

TA Director:

Midget teams have begun with 2 of 3 TAs assigned. U16 T2 does not have a TA and coaches have not generated any interest among parents. Coaches will send Rachel scores by Sun night and she will enter them in MEAHA. T3 coaches will have binder by this weekend. Score sheets and labels delivered to each team.

Girls teams TA recruitment underway.

Travel teams: missing 1 TA. Plan to hold TA meeting in early October.

Pictures scheduled for 10/28-10/29 for LTP/BTI at FIC and 11/4-11/5 for House and Travel at Rowe School

Casco Bay Academy:

Not much to report from BTI, LTP so far. Registrations are coming in, LOTS of email questions as is par for the course in August and September.

I am going to need a coach to be in charge of running the LTP on ice sessions as they run identical to Mites when I'll be coaching my son's team. I plan to be on the ice with BTI, but can't be out there for

LTP. As always, please help me encourage any potential coaches you may know who have players in these divisions, ESPECIALLY the LTP this year as we will need one or two strong leaders.

I have a new email address for all of my hockey information to help streamline out of my personal account (I've also taken on an addition position at work and my husband will be helping me with the email traffic, just as an FYI in case it comes back from him :). Please use geoghanhockeyfamily@gmail.com

Casco Bay Arena:

We are getting the arena ready for its 3rd season with some maintenance to the building, Zamboni, and chiller. Chiller gaskets need to be replaced, which should improve energy efficiency. We are also getting the rink and grounds spruced up for the 1st Annual CBHA 5k to be centered at the rink. 3rd Annual "ice breaker" events to take place on Friday evening, 10/27/17 with format TBA based on CBHA decision. Our initial plan was to mirror last season's opening when we had mites cross-ice games 1st, followed by squirt house or PW house "Peter Newcomb Cup" exhibition game, with a girls vs. boys exhibition "Founders Cup" game (Tier II U14 vs. PW T II again?). I need to check with Wes McCauley (NHL ref, CBA board member, and CBHA dad/coach) to see if he is available to ref the games, if we go that route.

Base CBA schedule begins on Sat, 10/28 for ALL CBA anchor tenants. The season's schedule is already up on the CBA website under "schedule": www.cascobayarena.com. All CBHA base hours are listed generally as "CBHA", with Rachel's master containing all specific ice allotments. The schedule includes all "free" holiday and vacation pond hockey sessions. To follow CBA and get updates/reminders on programming, there is a "follow" link on the right side of the main webpage. All you do is punch in your email address and you get updates/reminders on pond hockey and other CBA events. MCSA games are happening Sat afternoon at CBA.

Board Ads:

Thanks to Tim Hebert, Nikki Doyle, Kevin Kaserman (CBA board member) for recent new board ad sponsors. We still have room for more ads, and also more space available for advertising on our newly finished chiller wall. It can't be overstated how important board ad revenue is to the continued success of CBA. Any help on that front is greatly appreciated.

Off-season:

Work continues on a sports floor plan for next spring. I met with a local Snap Sports rep (Warren, ME) regarding pricing and schedule. I am now working on signing up interested off-season anchors, and will then focus on financing. It will be an approximately \$60,000 investment, but will open the rink up for many uses and users. If you are involved with local soccer, lacrosse, or field hockey, let me know if you want info on our anchor tenant program. Sponsors for the floor are also needed to defray costs, with advertising available on the floor itself.