

**CBHA August Meeting Agenda
8/1/2017 6pm, Pond House**

President (EC)	Eric Turgeon
House Director, V.P. (EC) / Peewee-Bantam House Division Manager	Scott Rousseau - ABSENT
Travel Director, V.P. (EC)	Matt Goodrich
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
Registrar (A)	Melissa Riley
ACE	Jason Cyr - ABSENT
Equipment (A) / Midget House Manager	Tom Clifford - ABSENT
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

Meeting began at 6:45 following presentation of the second Pioneer Award to Jim Ekedahl. The 2016-2017 Annual Meeting Minutes were approved. It was stated that the budget for 2017-2018 would be added to the CBHA dropbox rather than posted online the way minutes are.

Scheduling & Website (Rachel and Ronnie)

- Aug and Sept schedules are set including rink approval. Oct is close to being set – just waiting on co-ed travel for Oct but everything else is allocated
 - Midget Travel – uploaded on site
 - Coed and Girls Travel – MEAHA has deadline of 9/1 to have rosters updated, we will hit deadline.
 - New Software – Ronnie getting new software up so the uploads are smooth. All slots in for the rest of the season. It can be printed in calendar format or excel format. Allocated to divisions and from divisions it can go to team level.

Features of system allow easy review of whether on budget, any changes get emailed automatically to correct people since emails in system. Can split by rink so it will work for billing. Will be very slick once it goes web-based. Ronnie and Rachel will run regular reports for Sarah based on what she needs – CBA needs a prospective report, all other rinks need after the month reporting of what was used. NYA has a 30 day before return policy, may be on the hook for some of that but Scott M is creative in using the ice. Eric wants to make sure we're on balance monthly and we're aware of deadlines from each rink.

- MEAHA is not requiring any paper forms (code of conduct or consent to treat). Now changed on website so it's electronic only. 44 people registered before this was done – they have been emailed and told to complete electronically. Rachel will monitor. All the out dated division web pages have been taken down except for LTP and BTI. Would like to change so website says T2, T3, T4 rather than House and Travel. Rachel will talk to Scott about this – will make uploads from MEAHA easier since this is how they do it. Also now moving from Bantam – Mites to 10U, 12U, etc. Add piece on website with House & Travel in parenthesis and age groups in parenthesis to aid in transition of nomenclature.
 - Question from John about SafeSport and coaches understanding their status and if it's required for them (2-year cycle). Would be great if it can be auto-filled and/or CB registration can inform registering coaches.
- Emails – use personal email address among the board members. If giving it out use the CB one. If sending out from that email you will need to set it up as alias in your email program

Marketing (Nikki)

- Nikki gave an update on the inaugural CBHA 5k scheduled 9/23 at 9am with a block party following with potential sponsor booths, demonstrations/clinics, raffle baskets and a bake sale.
 - On website and Facebook. Emails sent to CBHA organization. Thurs far15 registrants
 - \$25 now, \$30 day of (plus \$3 registration fee etc – this will be changed next year, very misleading that paying fee on top of advertised price).
 - Prizes will be donated by Garmin – need to determine what age groups are. Suggest prizes for many age groups, especially the youth divisions, even if inexpensive medals, ribbons, etc.
 - Need help with sponsors. Many outstanding invitations. Nikki will forward email with confirmed sponsors and those with invitations out there. Packet is on website – for people who want to get others to sponsor.
 - Cut-off for t-shirts in 8/15 – youth and adults, working with PIAS, may have CB apparel for sale too.
 - Suggestion by John to share this with town boosters to get more registrations.
 - Being coordinated with top agency so it's professional in race organization, timing, etc. Need this to be done well so people come back next year. Will use rink start, end and display if want. Rebecca Spear hitting up Black Bear and Stride Envy with demonstration, clinic, radar gun with a shot for competition. Bottles donation for clynk bags. Working with police.

- Nikki has done everything thus far by herself. Heather and Caitlin will form subcommittee to assist – will meet within one week and report to other BOD members requesting assistance as necessary. Need more volunteers to help.
- DD mugs – only getting 1,500 (this is half of last year). Won't have CBHA on it. They aren't supporting youth hockey specifically. Beyond 2018 we need to ask/apply for mugs through the community program. We can determine our own price. Board vote to sell for \$30. All proceeds will be shared equally between CBA and CBHA.
- Other – do we also want to sell a calendar? We will need another fundraising effort for 2018-2019 when mugs are likely gone.

President Report (Eric)

- MEAHA meeting week of 8/7 requests to get following info:
 - Girls State Tournament dates (CBHA hosting)
 - Need NGIN code for girls – they are treating girls like an after-thought. Bill Leidt (USA Hockey NE Girls Director) has said he will report to USA Hockey
- Little Bruins – Bruins Academy Learn to Play, fee of \$100 a child not currently registered, free equipment (\$500 value), a professional fitting, 4 weeks of certified coaching. They give us \$1K to cover 4 hours of ice – instructional ice. To promote hockey across country. Integrated this with LTP – to get them to sign up. 65% retention rate. Age group 4-9 yo. Little Bruins provides a registration link for us. Having a parade in Portland. Registration starts 8/2. This will be an email blast coordinated by Rachel, Ronnie and Heather to incorporate the information from Little Bruins.
- Mite cross ice boards – we have formal quote, NYA will store them.
- Reduced NYA contract from 600 hours to 550
- Request to John to put together the Disciplinary committee follow-up on offer/discussion from last meeting.

Registrar (Melissa)

- Registration/Rosters – creating rosters – they all need to be registered (players and coaches) by the first game. Need Name, jersey # from each division director ASAP and no later than week before first game. Rachel can send rosters to Melissa. Tom running House Midget. Deadline for travel Midget is 8/1 – need to send email to those not registered/paid by 8/15 and they can't play. All other deadline is 8/20. No one can go on a roster who hasn't paid. Squirt 2 needs to be done by Labor Day for tournament.

Coaching (Glenn/Jason)

- Coaches meeting coming up. Looking to get Tyler Walsh (NYA), Alfie Michaud and Red Gendron (UMaine). John offered CBA for demos.

Tournaments (Caitlin)

- MEAHA State tournaments will be decided at next MEAHA meeting (next week). CBHA has first-pick. Should choose the biggest age group. Options are T2 Bantams, T3 PeeWees (last weekend of Feb), T3 Bantams (first weekend of March) – this would be ideal. Midgets harder to do since it is Nov and available ice is limited.
- CBA opening weekend (10/28) – Fri night single game with Founder Cup and Peter Newcomb Memorial Cup. Last 2 years this has included a girls travel v next level down. Need to talk to Rousseau about House scheduling. Mites and Squirts evaluations could be 10/14-10/15 and then PW and Bantam the following weekend so that Mites and

Squirts can play in tournament for opening day. **Still need to figure out what this weekend looks like.**

- Additional Tournaments:
 - Tier IV over Christmas Holidays or MLK weekend when many Travel teams away.
 - Girls likely will happen again over President's Day
 - Coed Tier II/III tournament (2018-2019 season?)

CBA (John)

Rink still has fundraising needs. CBA owes \$25K to a "friend of Casco Bay" who put up \$ as a condition to financing. The other "friend" who put up \$75,000 was paid back over past 2 years using DD mug \$. The \$22,500 (1/2 of total sales) of the DD fundraiser is earmarked to pay off this \$25,000 debt. Rink is doing well, but is operating at a budget shortfall. Fees raised for rink anchors to \$215 from \$190 to begin bridging this gap. Per Sarah, the ongoing CBA budget shortfall could be built into CBHA member fees going forward. Need to get the cost of building behind us. CBHA used moneys set aside for "rainy day" to help fund rink construction. Most of this has been paid back via fundraising, but CBHA still owed some \$ from the construction/financing. At end of negotiations with bank, they requested a \$30K in operations escrow that CBHA funded with the vague promise by the bank that the escrow \$ would be released after 2-3 years, but now bank is requesting it stay there, so unclear when that money comes back to operational fund and CBHA. Rink is managing the budget gap in the late summer by having CBHA pre-pay part of its 1st payment due for the following season. Per Sarah, CBHA still has a \$50K CD for rainy day fund. This should not be touched. CBA rates have been raised, \$215 for all anchors, putting together a sports floor (\$50K investment) for off-season. Sports floor needed to garner interest in off-season use. Need 5 potential anchor tenants to make it viable – have 5-7 interested, signing contracts now. Bangor Savings interested in financing. Purchasing a floor for off season, will make it much more attractive to local lacrosse and soccer programs. This plus the rate increase gets CBA close to break-even, but need to build a rainy day fund. All ice sold for next year – repackaged the 9pm for HS, Mid-Coast now owns 4 hours that CB could never use. Need to generate \$25-30K over summers. Advertisers who purchase a Board = \$750-1,000/year, good for 5 years.

CBA is a huge asset to CBHA and local hockey. Running rink is expensive, so we need to be creative and proactive to make sure bills are covered. Off season use is imperative to offset ice season costs and debt service.