



Monthly Board Meeting Agenda – September 10, 2020

Meeting Date: Thursday, September 10, 2020

Time: 7:30pm

Location: Zoom

Approval Date:

Attendees: (X=Present, NP= Not Present, G=Guest)

X Trever Norman	President	X Josh Dolbec	Operations Director
NP Scott Steve	Vice President	X Melissa Quinlan	Scheduler
X Gabby Rainbow	Communication Director	X Doug Layaw	Fundraising Director
X Lisa Mead	Treasurer	Shannon Spalding	Tournament Director
X Jordan Perkins	Registrar	X Bridget Dutcher	IP Coordinator
		X Mike Drake	JM McDonald

- 1) **Call to Order, Time: __7:33__ pm**
 - a. President Trever Norman presiding

- 2) **JM Representative: Mike Drake**
 - a. Need to minimize groups crossing from group time to group time
 - i. need more than a 15 minute between slots
 - b. No changing for IP, Mite and Squirt
 - c. Skates can be put on within the rink
 - d. Leave bags in vehicle if possible to reduce clutter within the rink
 - i. Make sure we reinforce this with teams
 - e. Mandating coaches to wear masks with in the rink protocol
 - i. USA Hockey says to wear mask, will be reinforced within the rink to our association
 - ii. As long as you can maintain social distancing, the mask will be used if can not be maintained (also: if unable to demonstrate drill clearly)
 - f. Coaches communicating with players on the team?
 - i. Find different communication options until protocols are lifted.
 - ii. Unable to use lobby or common spaces for small meetings
 - g. IP questions
 - i. Ex. 7-8 time slot at 15 minute intervals?
 1. Need to keep an eye on how many people are in the rink and able to stay within the capacity
 2. IP on 10/3- 7:30-10 (ice time will be donated)
 - a. register and hand out gear
 - b. Can use the new court area to hand out gear
 - h. Make sure that our teams are checking in for temp checks
 - i. Not allowed to use the back door, must come in the front
 - i. Communication between the rink and the board will be through email to Trever to the board

- 3) **Approval of August 13, 2020 Meeting Minutes**
 - a. **Registrar report: edit Refresher is every other year**
 - b. Motion by ___Bridget_____, Second by __Jordan_____, Motion Carried

Directors' Reports

- 4) **Treasurer's Report (Lisa)**
 - a. Review financial report
 - b. Motion for approval by ____Josh_____, Second by __Jordan_____, Motion Carried

 - 5) **Communication's Report (Gabby)**
 - a. Posting on website
 - b. Speed skills- get the word out
 - i. possibly having our Radja clinics players wear Cortland Jersey?
 - c. will send out information in a letter
 - i. include parents able to send in pictures for promotions to the organization

 - 6) **Registrar's Report (Jordan)**
 - a. USA Hockey update for background checks/registration
 - i. Need to make sure SafeSport is up to date for coaches
 - 1. We don't want the liability if anyone gets hurt
 - 2. Make deadline for when everything needs to be turned in
 - a. USA Hockey
 - b. Background checks
 - c. SafeSport
 - 3. Reach out through more emails to remind coaches about these items
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- 7) **Operation's Report (Josh)**
 - a. Nothing to report
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- 8) **Scheduler's Report (Melissa)**
 - a. Midget slots in September
 - i. Friday 9/18 and 9/25 8:15-9:15
 - 1. Doug
 - ii. 27th- added half hour to that slot
 - iii. Do we want to make Saturday time slots
 - 1. skate and shoot?
 - 2. Mite
 - 3. Sell it
 - iv. No games in September- work on getting money back for them
 - b. Mite: splits the group in half evenly

- i. One group on Tuesday
- ii. One group on Thursday
 - 1. Add half an hour to the blocks for getting off and on the ice (8:15-9:15, 9:30-10:30~~~ Missy will follow up)
- c. Mike is looking for ice time that we will not use so he can sell to other organizations
 - i. He wants a final schedule for the rest of the year
 - ii. SUNY Cortland is not putting ice in until January
 - 1. Possibly looking into selling our ice time
 - 2. Club teams an option as well
 - 3. Ithaca Youth Hockey- Melissa
 - 4. Center State- Josh
 - 5. Valley- Mike R. is checking
 - a. Create bonds with other associations to possibly sell ice slots that we aren't able to use
 - i. Dates available
 - 1. 10/10 and 10/11
 - 2. Melissa will get a list together of ice available
 - a. Price points: \$185 vs. \$215

9) Fundraising Report (Doug)

- a. Chicken BBQ - 9/12
 - i. Look good for volunteers and donations
- b. Holy Shirt webstore
 - i. They will handle everything we need
 - ii. Profit will be made off of what we sell
 - iii. Need to sell 500 pieces for top level, second level is 300 pieces/\$6, 175 pieces/\$/unit
 - iv. Time limit on how long the store is open?
 - v. Do we need to order items in bulk?
 - vi. Add in Fire on Ice?
 - vii. Deadline for Christmas orders?
- c. Sponsors
 - i. In good standings with our sponsors
 - ii. Currently have enough sponsors, but always open for extra sponsors
 - iii. Pontillos requested to stay in IP
- d. Corn Ducky Derby Tickets
 - i. Send out the information and sell tickets

10) Tournament Director's Report (Shannon)

- a. **Still hasn't heard back from Tournament, can take 6-8 weeks**

11) IP Coordinator's Report (Bridget)

- a. **Discussed in report with Mike D.**
- b. **Need to purchase more jerseys (~30)**
 - i. **Jersey purchases done by the sponsor (Pontillos)**
- c. **Paul S. went and did inventory**
 - i. **Some does need to be replaced (expiring soon)**
 - ii. **No estimate yet for budget for equipment**

1. Budget for \$1,000 for necessary equipment

a. Board approved:

- i. Motioned for approval: ___Melissa___ Seconded ___Josh___; motion carried**

iii. Need to hand out med kits for each team that we can have them turned in

- 1. Prepare for 9-10 sets that would be needed**
- 2. Masks should be provided as well**
- 3. Hand sanitizer**

12) Vice President's Report (Scott)

- a. Nothing to report**

13) President's Report (Trevor)

- a. Set up Coaches meeting- still working on
- b. Need a manager meeting as well
- c. Complex wants us to turn in our time - make the schedule final.
 - i. The complex wants to sell the rest of the ice we turn in
 - ii. Should we buy all the slots and sell it on behalf of CCYHA
- d. Midgets
 - i. Friday - Schools are expected to come out with a decision on sports
 - ii. If the HS season is cancelled - Expected to start March 1st
 1. Do we extend the midget season
 2. Added cost
 3. Head Coach
 - iii. If the HS season happens, a split season is expected for the midget team
 1. Should we consider charging the midget players a fee to continue in the Radja clinics
- e. Masks for coaches? Looking into options and prices
- f. Jersey- need to have players try on the jersey, numbers are already picked
- g. COVID-19
 - i. Can not come to practice if someone in your family tests positive, you can not attend and your family can not attend
 - ii. 14 days from point of contact
 - iii. Ex. if the parent's positive, and the child is negative, the player still can not attend for 14. Team will be allowed to practice if the child is negative.
 1. Need to have a lay out on paper to explain our protocols
- h. Need a prorated system for the refunds if needed
- i. High school hockey-March 1st

14) Next meeting

- a. 10/8/2020 @ 7:30 PM
 - i. Need to discuss refunds
 1. Have ideas of how to handle if the season is cancelled

Old Business

- A. Direction for families- how do families contact us with issues
 - a. Committee to map out direction
 - i. Level based to look for representatives
 - 1. Add into parent contact information (different committees, let us know if you are interested in helping out)
 - 2. Reach out if you feel there are people who would fit into it.
- B. Goalie clinics
 - a. Committee meeting with be on Sunday
 - b. A lot of great options for the committee
 - c. Looks promising
 - d. Possibly getting together a contract draft with numbers for these clinics
 - e. Merging at the time frames for goalie clinics and Radja clinics
 - f. Melissa will follow up on Monday

New Business

- A. Masks for coaches/players options
- B. Uniforms
- C. Coaches meeting needs

15) Motion to Adjourn, __9:50_____ pm.

- a. Motion by __Josh_____, Second by __Melissa_____, Motion Carried