



**CHELSEA HOCKEY ASSOCIATION - BOARD OF DIRECTORS MEETING**  
**Meeting Minutes**  
**August 12, 2019**

**Opening**

The regular meeting of the CHA – Board of Directors was called to order at 7:02pm on 8/12/19 in Arctic Breakaway by Heather Scott.

**Present**

**Attendees:**

- |   |   |   |   |
|---|---|---|---|
| <input type="checkbox"/> President                          | <input checked="" type="checkbox"/> Vice President  | <input checked="" type="checkbox"/> Dir. of Finance     | <input checked="" type="checkbox"/> Dir. of Coaches |
| <input checked="" type="checkbox"/> Registrar               | <input checked="" type="checkbox"/> Secretary       | <input type="checkbox"/> Treasurer                      | <input checked="" type="checkbox"/> House Director  |
| <input checked="" type="checkbox"/> Travel Director         | <input type="checkbox"/> ADM Coordinator            | <input checked="" type="checkbox"/> Apparel Coordinator |   |
| <input checked="" type="checkbox"/> Fundraising Coordinator | <input checked="" type="checkbox"/> LTP Coordinator | <input checked="" type="checkbox"/> Website Coordinator |   |
| <input checked="" type="checkbox"/> D6 Representative       | <input type="checkbox"/> SafeSport Representative   | <input type="checkbox"/> S.T.A.R. Representative        |   |

**Welcome Guests**

Chad Green, 10U Assistant Coach and Arty Saffian, 10U Manager

**Approval of Minutes**

The minutes of the previous meeting held on 7/8/19 were unanimously approved as distributed.

**Open Issues**

Summarize the discussion for each existing issue, state the outcome, and assign any action item.

**Executive Reports**

- **President**
  - No report
  - Rick resigned. Constance nominated Andy for President, seconded by John. Andy accepted the position all in favor.
- **Vice President**
  - Board should enter MOU (memorandum of understanding) agreement with every team. Lonnie will work with Andy to create the agreement.
  - Fall 2019/20 schedule finalized and distributed. Without Tom's assistance, we will need to figure out coordinating Powerskating scheduling and payments.
  - Andy nominated John for Vice President, seconded by Stephanie. John accepted the position all in favor.
- **Director of Finance**
  - Chelsea State Bank needs a memo to clean up authorized representatives for master account. All travel teams need to take a look at account and verify people and make sure to have 2 authorized signers. 2010 Chiefs have an open account still (and still have an outstanding balance with CHA).

- 73 registrations to date
- Rink paid thru August
- Coaching fees reimbursement can be turned in
- **Director of Coaches**
  - Recap of presentation of info at MAHA Summer meeting regarding body checking. No rule change but change in terminology/intent
  - Declaration of Player Safety and Respect
  - Foster a positive environment/culture (locker room, bench, stands)
  - On-ice Coaching session scheduled for Mon Sep 24 6p-7:30p
  - On the Rink side of things
    - 3 zambonis (1-electric 2-gas)
    - South rink down for 2 weeks for repairs
    - Schedules are all squared up, any trades or changes need to work with Don and CHA
    - Colby and Don sharing information on next steps at the LTP level to help bridge into CHA.

## Reports

- **Registrar**
  - working on rosters, focusing on travel first
  - need USA Hockey numbers in order to check status
  - Board Roster is required, need USA hockey numbers from a few
  - House players if first time with CHA will need to supply birth certificates
- **Secretary**
  - Will send an email blast for Saturday's upcoming house registration
  - Facebook post already scheduled
  - House coach list will be included on email blast
- **Treasurer**
  - Open position, no report
- **House Director**
  - Jr. Chiefs program will be starting in fall
  - Can House goalies attend CHA skills, ie. goalie clinic?
  - Board will look into ways to share resources to more players
  - Can we get more clinics scheduled year round?
  - Calendar event labeling, make sure team identifier is on the event title
  - Ready for Saturday's House Registration!
- **Travel Director**
  - LCAHL registration is open, only 2009 Chiefs have registered
  - Looking to schedule a meeting with coaches and managers (behind but all teams have experience)
  - Found quotes for South rink floor covering but high, \$1200-\$1700
- **ADM Coordinator**
  - Open position, no report
- **Apparel Coordinator**
  - Travel sizing kits for warm-ups are in office, each team is responsible for placing order
  - House Bauer sizing kit will be available in Oct.
  - Practice jerseys for travel sponsored by Jet's Pizza
  - Helmut stickers in office \$5/set
  - Car stickers available at Ink Frenzy, CHA will not purchase to keep at rink, refer people to Ink Frenzy

- Online spirit store thru Ink Frenzy in Sept TBD
- D&D asked for sizing breakdown before they would provide quote also stating remaining jerseys are theirs, need to check to see if CHA paid for them
- Will make switch to use Perfect Edge instead of D&D due to ongoing issues for House jerseys
- **Fundraising Coordinator**
  - Need to get proof of insurance coverage next month
  - Will add a sponsor link on website
- **LTP Coordinator**
  - Colby left before reporting
  - LTP program needs roster but Constance has not received any info
- **Website Coordinator**
  - Nothing to add
- **D6 Representative**
  - Meeting tomorrow, Aug 13 in Grand Rapids
  - Will send email with a recap of meeting
- **SafeSport Representative**
  - Open position, no report
- **S.T.A.R. Representative**
  - Open position, no report

## **New Business**

Summarize the discussion for new issues, state the next steps, and assign any action item.

- Photographs, use Bill Doyle again. House will be scheduled after jerseys are in. Travel to schedule individually with Bill.
- Formally nominated Kitt for Director of Finance, motioned by Constance, seconded by Stephanie, accepted by Kitt, approved by all.
- Chad asked if Rink could stencil No Cell Phone Zone in locker rooms

## **Items for Next Meeting**

List the items to be discussed at the next meeting.

- Player/Team Counts
- Scheduling (games, refs, locker rooms, off-ice room)
- Spirit Wear
- LCAHL Registrations
- District Registrations
- Coaching CEP clinics

## **Announcements**

- Upcoming events:
  - 8/13 D6 meeting
  - 8/17 House Registration Skates (10a-1p)
  - 9/9 Next Board Meeting
  - 10/5-6 Try Hockey For Free (Girls)
  - 11/9 Try Hockey For Free (Boys)
  - 11/10 Hosting Mite Veteran's Jamboree
  - 2/22 Try Hockey For Free (Boys)

**Adjournment**

Meeting was adjourned at 9:05pm by Heather Scott. The next general meeting will be at 7pm on September 9th, in the Arctic Breakaway.

Minutes submitted by: Heather Scott