

**EYHA Board Meeting**  
Essex Rink Hockey Classroom  
**September 15, 2022 7pm.**

**1. ATTENDANCE:**

|                               |                  |                 |              |
|-------------------------------|------------------|-----------------|--------------|
| <b>Board Members Present:</b> | Tracy O'Connell  | Jen Villamil    | Kim Lassy    |
|                               | Dominic Cloud    | Sean O'Connell  | Frank Parisi |
|                               | Rick Villamil    | Brianna Yarnell | Mike Ginnett |
|                               | Helen MacAndrews | Corey Labor     | Josh Pepin   |

|                              |               |                |              |
|------------------------------|---------------|----------------|--------------|
| <b>Board Members Absent:</b> | Sarah Stempek | Chris Krings   | Dave Alofsin |
|                              | Joe Baird     | Renee Soutiere |              |

**Community Members:** Tonra Riehl

**2. CALL TO ORDER:** Sean O'Connell, Vice President of Travel of the board, called the meeting to order at **7:05** pm.

**3. PREVIOUS MEETING MINUTES:** Motion to approve **August** meeting minutes: Rick motions, Josh seconds. Minutes approved.

**4. COMMUNITY COMMENTS:**

**5. NEW BUSINESS:**

- **Safety Officer Nomination (Tonra Riehl)**
  - Sean motions to nominate Tonra for Safety Officer; Corey seconds. Motion approved. Welcome Tonra!
  
- **SportsEngine website / EYHA Parent emails (add new families - newbees, etc)**
  - Helen and Jen will revise email list - with SportsEngine
  - SportsEngine is ready to update EYHA website
  
- **Fundraiser / Calcutta Committee Update (Rick / Dave / Brianna):**
  - Catamount Country Club - seems too costly - looking into contingency
  - VFW / Elks Club / Windjammer / RR & Main / Inn at Essex / Delta / Boves catering
  
- **Bruins LTP:**
  - Currently there is a waitlist - consider sending waitlist to other associations for LTP
  - Jen will reach out to LTP families to sign up for Newbees
  
- **To Do: Create committee to review Procedures and Bylaws**
  
- **Team "parent meetings"**
  - **Major topics to discuss**
    - Baskets for Yamboree (8U / House) and Calcutta
    - Volunteer responsibilities
    - USA locker room policy / parent policy / commitment / state tournament rules for T3 / T4
      - T4 - no seeding / round robin / double elimination

- **Who will lead (Helen / Jen)**
  - Helen / Jen will work with Corey attend coaches meeting (Tonra will also be included)
- **Phones / safety**
  - Follow USA hockey protocol

## 6. BOARD MEMBER UPDATES:

- **Treasurer: Tracy O'Connell**
  - Emailed P&L - see Appendix below
  - Registration - on par with previous years - everything looks good
    - Looking for donations: Target goal \$5,000
- **Ice Coordinator: Renee Soutiere**
  - Not present - sent update
    - working on getting practices into SE.
    - State page isn't updated for season yet so no games can be loaded
    - Looking for schedulers for G10U and 14U if anyone knows anyone.
- **Registrar: Jen Villamil**
  - Registration update:
    - Newbees numbers low (but Jen will reach out to Bruins LTP families)
    - All jersey numbers have been assigned
- **VSAHA rep: Mike Ginnett**
  - Girls teams must declare tier at the beginning of the season
  - Co-ed must declare tier by 12/31
  - 1st VSAHA meeting Oct 11th. Send Mike any concerns
    - Mike to inquire about State tournament seedings
  - Coaches CEP must be done by 12/31 (no exceptions)
  - Note to coaches: Deadline to change tiers is 12/31
- **Fundraising Coordinator: Chris Krings**
  - Not present
  - Should be looking for money for EYHA:
    - Target donation: \$5,000
- **Tournament Director: Dave Alofsin**
  - Not present - Sent Update:
  - The Yamboree: Friday and Saturday after Thanksgiving (Nov 25/26).
    - Ask: as many board members as possible be available on those two days to help with things at the rink.
    - Anticipate to have 24 teams participating and will need people to check folks in, sell food, etc.
  - **Dave / Rick / Kim** will work out the details
  - 8U Travel / Girls / House levels
    - CSB, BAHA, SASA, Upper Valley, Rutland, Mississquoi, Plattsburgh
- **Director of Communication: Kim Lassy**
  - Continuing to post on social media
    - Refing clinic

- Newbee registration
  - New Instagram account - EYHA Hockey
  - Pick up lawn signs
- **Equipment Coordinator: Dominic Cloud**
  - Equipment list to be ordered:
    - Cones / black pucks
    - Quick change goalie pads
    - First aid kits (will work with Tonra)
    - Will revamp lockers under the stands
    - KS will set up a pre-season store, which will include coaches gear / skate punch card
- **Player Safety Officer: Tonra Riehl**
  - Will restock First Aid kits
  - Will work with Corey around coaches meetings
    - Concussion protocols
    - Injury reporting protocols
    - Basic safety “training” / AED
  - Advise teams:
    - Mouthguards - mandatory (12U & up)
    - Neck guards - strongly recommended by EYHA and USA Hockey
- **8U Director: Josh Pepin**
  - Welcome email for 8U
  - Kim scheduling all 8U teams
  - Josh will work with Corey re: 8U coaches
- **Women’s Director: Brianna Yarnell**
  - Girls Try Hockey 1st day huge success
  - Girls rosters look good
  - Oct 8th - Girls Hockey weekend
  - To meet with EHS girls HS coaches to try to connect youth with EHS girls (honorary captains programs)
  - Connecting with UVM and Middlebury to do scrimmage between periods
  - Suggestion: 12U-14U girls to practice with Newbees girls
- **Head Coach: Corey Labor**
  - Evals went well for 10U and 12U
  - Conversations ongoing with Sean about organizing coaches
  - Coaches meeting getting set up (with Helen and Tonra) - in person
  - Corey wants to be a part of parent meetings
- **Director Player Development: Joe Baird**
  - Not Present - Sent update:
  - Advanced Skills scheduled;
    - “guest” coaches are assigned through Thanksgiving
    - Hope EYHA coaches can be on-ice for each session to coach, assist, and learn from each other

- Recommendation: girls coaches attend Group 1, and co-ed coaches attend Group 2 sessions.
    - Lots of positive feedback from parents within the organization and lots of optimism for this upcoming season.
    - Girls4Hockey looks GREAT! Thanks, Brianna and team.
    - Suggestion from Kim: Start advanced skills later (like when the season starts)
      - For next year:
        - Pre-season skills through EYHA for Sept / Oct.
        - Advanced skills to start when season starts
- **House VP: Rick Villamil**
  - Low numbers - looking for more House / Newbees
    - Newbees (coaches set)
    - House: Rick and other parents
    - All volunteers need to have background checks and safesport
- **Travel VP: Sean O'Connell**
  - Nothing else to report
- **Past President: Sarah Stempek**
  - not present
- **President: Frank Parisi**
  - Not present - sent update
    - BAHA 14U's has about 15 players. EYHA 14U currently at 9
      - First option - ask for 3 players to join EYHA
      - Second option - combine / have tryouts / create 2 teams under neutral logo
- **Secretary / SafeSport: Helen MacAndrews**
  - **Code of Conduct for Board / Coaches / Team Managers:** Complete and will send out to Board for final approval
  - **Team Parent meetings:** Helen (and Jen V) can attend all team parent meetings to review parent / family volunteer expectations
    - Coaches: Please send Helen list of all Team Parent representatives
  - **SafeSport Update:**Reminder to all to renew SafeSport and VSAHA background checks should be completed ASAP
    - [SafeSport Program Training](#)
      - Must be updated each year.
    - [Background Screening](#)
      - **WHO HAS TO GET SCREENED?**
        - All adult coaches, officials, board members, employees, volunteers, and anyone else who will have regular contact with, or authority over, athletes under the age of 18 are required to submit to a background screen before any such contact with those athletes.
      - **WHAT DOES IT COST?**
        - Background screens through: NCSI under the national program will cost \$30 for all domestic screens.
      - **HOW LONG DOES SCREENING TAKE?**
        - On average, background screens take between 3-10 business days to complete.

## 7. ACTION ITEMS:

- **Helen / Jen:** Revise EYHA email list
- **Helen / Jen:** Attend coaches meeting / parent meetings
- **Sean:** Contact SportsEngine rep to update website

- **Jen:** Will send LTP families emails to encourage Newbees sign up.
- **Kim:** Social media blast of Registration for Newbees and House
- **Kim:** reaching out to Windjammer / Essex Experience
- **Brianna:** will reach out to other venues for Calcutta
- **Renee:** connect with Gutterson Rink Manager about locker room behavior of college students
- **Frank:** Continue conversations with BAHA around 14U
- **Brianna:** email to girls directors to garner interest for Yamboree Tournament
- **Dave / Kim / Rick:** Work out Yamboree details
- **Corey / Tonra:** Run coaches meetings
- **Chris K.** Fundraising target goal: \$5,000 - report at Oct meeting on progress

**8. NEXT MEETING:**                      **October 20 at 7pm**, Location: In-Person Essex Rink Classroom

**9. MEETING ADJOURNED:**        Frank Parisi, President of the board, adjourned the meeting at 9:27 PM

See Addendum below:

**ADDENDUM 1:  
Budget:**

## Essex Youth Hockey

Budget vs. Actuals: FY2022-2023 Budget - FY23 P&L

May 2022 - April 2023

|                                      | TOTAL              |                     |
|--------------------------------------|--------------------|---------------------|
|                                      | ACTUAL             | BUDGET              |
| <b>Income</b>                        |                    |                     |
| 2022 Yamboree                        |                    | 10,000.00           |
| 2022-2023 Registration               | 65,864.00          | 147,453.00          |
| <b>Fundraising Income</b>            |                    |                     |
| Calcutta Fundraiser                  |                    | 7,500.00            |
| Cornhole Fundraiser                  | 2,327.86           | 3,000.00            |
| Grow the Game Grant                  | 800.00             | 800.00              |
| Sponsor Donations                    |                    | 5,000.00            |
| <b>Total Fundraising Income</b>      | <b>3,127.86</b>    | <b>16,300.00</b>    |
| Jersey & Sock Sales                  | 6,708.00           | 12,212.00           |
| Player Dev. Add-On Session Fee       | 6,150.00           | 6,000.00            |
| Practice Jerseys                     | 1,368.00           |                     |
| Raffle                               |                    | 12,700.00           |
| Sponsorships and Donations           | 606.00             |                     |
| State Reimbursement                  |                    | 3,000.00            |
| <b>Total Income</b>                  | <b>\$83,823.86</b> | <b>\$207,665.00</b> |
| <b>GROSS PROFIT</b>                  | <b>\$83,823.86</b> | <b>\$207,665.00</b> |
| <b>Expenses</b>                      |                    |                     |
| 2022 Yamboree Expense                |                    | 4,000.00            |
| Accounting Fees                      | 80.00              | 3,000.00            |
| Administration Expenses              | 554.69             |                     |
| Bank Charges                         | 776.00             | 2,000.00            |
| Stationery & Printing                |                    | 250.00              |
| <b>Total Administration Expenses</b> | <b>1,330.69</b>    | <b>2,250.00</b>     |
| Advertising                          | 41.00              | 1,000.00            |
| Donation                             |                    | 300.00              |
| Dues & Subscriptions                 | 1,802.47           | 2,750.00            |
| <b>Equipment Expenses</b>            |                    |                     |
| Goalie Equipment                     |                    | 1,000.00            |
| House Jerseys                        |                    | 1,000.00            |
| Misc Equipment                       | 500.00             | 2,000.00            |
| <b>Total Equipment Expenses</b>      | <b>500.00</b>      | <b>4,000.00</b>     |
| <b>Fundraising Expense</b>           |                    |                     |
| Calcutta Expense                     |                    | 2,500.00            |
| <b>Total Fundraising Expense</b>     |                    | <b>2,500.00</b>     |
| <b>Operating Expenses</b>            |                    |                     |
| Girls Dryland Program                |                    | 491.00              |
| Player Clinics                       |                    | 8,100.00            |
| <b>Recruitment</b>                   |                    |                     |
| Girls Grow the Game                  |                    | 1,326.00            |
| <b>Total Recruitment</b>             |                    | <b>1,326.00</b>     |

|                                 | TOTAL              |                     |
|---------------------------------|--------------------|---------------------|
|                                 | ACTUAL             | BUDGET              |
| Tournament - States             |                    | 5,600.00            |
| Tournament Fees-Travel          |                    | 10,650.00           |
| <b>Total Operating Expenses</b> |                    | <b>26,167.00</b>    |
| Raffle Expense                  |                    | 2,200.00            |
| Referee Expense                 | 250.00             | 18,500.00           |
| Rink Ice                        |                    | 127,836.00          |
| Cairns Ice Rental               | 720.00             |                     |
| Essex HS Rink Rental            | 2,992.50           |                     |
| <b>Total Rink Ice</b>           | <b>3,712.50</b>    | <b>127,836.00</b>   |
| Supplies                        | 70.83              | 250.00              |
| Travel Jerseys & Socks          |                    | 12,212.00           |
| Year End Banquet Expense        |                    | 1,000.00            |
| <b>Total Expenses</b>           | <b>\$7,787.49</b>  | <b>\$207,965.00</b> |
| NET OPERATING INCOME            | <b>\$76,036.37</b> | <b>\$ -300.00</b>   |
| Other Income                    |                    |                     |
| Interest Earned                 | 120.99             | 300.00              |
| <b>Total Other Income</b>       | <b>\$120.99</b>    | <b>\$300.00</b>     |
| NET OTHER INCOME                | <b>\$120.99</b>    | <b>\$300.00</b>     |
| NET INCOME                      | <b>\$76,157.36</b> | <b>\$0.00</b>       |

