



Cortland County Youth Hockey Association (CCYHA)



Monthly Board Meeting Agenda – November 10, 2021

Meeting Date: Wednesday November 10, 2021

Time: 6:15pm

Location: JM McDonald Complex

Approval Date: 12/15/21

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

X	Bridget Dutcher	President		Josh Dolbec	Operations Director	
X	Shannon Spalding	Vice President		X	Melissa Quinlan	Scheduler
X	Jenai Rossow	Communication Director		X	Shana Blum	Fundraising Director
X	Tara Wetherell	Treasurer			Erin Gray	Tournament Director
X	Jordan Perkins	Registrar		X	Tessa Brown	IP Coordinator
						Guest

- 1) **Call to Order, Time: 6:21 pm**
 - a. **1st - Tessa, 2nd Tara, Pass**
- 2) **Executive Session, Start Time: 6:22 pm, End Time: 7:06**
 - a. Motion to move forward and look for candidates for Operations Director:
 - i. 1st - Tara, 2nd - Tessa, Pass: Motion Carried
 - ii. Nick Teeter may be interested
- 3) **Approval of October 21, 2021**
 - a. Motion to approve Minutes: 1st - Tessa, 2nd - Shana ; Motion Carried - yes

Directors' Reports

- 4) Motion to Approve Don Armstrong for Coaching Director
 - a. Motion Passed
- 5) **Treasurer's Report**
 - a. Can we set up a venmo or paypal for CCYHA?
 - b. Budget Report 11/10/2021
 - i. Motion to approve: Shannon; 2nd: Shana; Motion Carried - Passed

- ii. Shannon is now on the account

6) Communication's Report

- a. Approval for Reach program on TV on 11/5/2021 - using advertising to reimburse the funds
 - i. Advertising during Fire on Ice
- b. Newsletter
 - i. Canva - Free Premium at Non Profit
- c. Meet the Board - Create a document or have our pictures/blurb on all of us, maybe for the newsletter

7) Registrar's Report

- a. 32 Coaches Total
- b. Need to contact: Jamie Hage and Heather Ganoung.

8) Operation's Report

- a. No report

9) Coaching

- a. Concern about not voting in coaches at the board level
- b. Level Coordinators

10) Scheduler's Report

- a. Ref Shortage - Is anyone interested? There are a few level ones this month.
- b. Skate and Shoot - Should there always be a coach there? We should provide supervision for a CCYHA sponsored event.
 - i. Open up to other organizations - sign a waiver - charge a fee
 - ii. If there is a change in schedule, it needs to be communicated to what the plan is for that spot and a process needs to be developed in order to decide who the coach is on the ice.

11) Fundraising Report

- a. Can & Bottle - \$700
- b. New Sponsors: Roots Hair Salon, Stag Cycles
 - i. Perkins \$500 to come,
 - ii. Raffle Tickets - Still have tickets not paid up yet. Shana has a spreadsheet of the tickets out and about. Get money to Shana.
 - iii. Stickers - Some people still need to pay for stickers, once the stickers come in, managers will follow up with families. Shana needs the information for who is still pending for her records.
 - iv. Wine Fundraiser - still ongoing

- v. Digital Signage - 1 sponsor already for the year
- vi. Apparel Sale - Unknown yet, however some people have still been able to order. Can we do another apparel sale in Jan?
- vii. Hat Trick - Will hopefully do this again. Material shortage, Logan will let Shana know when materials are back in.

12) Tournament Director's Report

- a. Fire on Ice Dates Feb 11th - 13th
 - i. IP play at Fire on Ice?
 - ii. 10 teams registered so far. Red level is full for now, unless there's an even amount to add more. Waiting for Quinn to find out what is going on with the Concession stand vendor.
 - 1. Kinney drugs will do a basket for raffle for Fire on Ice

13) IP Coordinator's Report

- a. 36 -38 on the roster right now.
- b. Cap the roster right now because of how far along the program is right now.
- c. Anyone else interested should be directed to next year.
- d. Midyear switch from IP to Mites? No.

14) Vice President's Report

- a. Disciplinary
 - i. Procedure/Protocol/Policy for disciplinary measures
 - ii. Coach and parents protocols
 - 1. Needs to go out to the Association
- b. Coaches/Board Meeting - Homer Hops - December 5th is a possibility, however, there are many conflicts that weekend. Looking at other dates as a possibility? Is this an extra burden?
 - i. What is the goal of the Coaches/Board Meeting?
 - ii. Should we totally hold off on the dinner and just create an opportunity for Don to participate?
 - iii. DECISION - Sunday - December 6th - Before the adult skate because so many are here - maybe order a pizza?

15) President's Report:

- a. Bullying Policy & Procedure
 - i. We need to establish - Specifically in the Player Handbook there should be specific policy and procedure on bullying. Disciplinary measures
- b. Communication - Clean lines of communication regarding last minute/major changes. Emails, conversations, etc.
- c. Waivers - Opening up Skate and Shoots to sign waivers and pay. Outside people need to have a USA hockey number. Can we do this through something like SportsEngine?

- d. Radja & Palmer - Going well, Palmer won't be back until January. Can we consolidate Palmer sessions, multiple levels? Seeking parent feedback about Palmer sessions. Radja clinics appear to be going well.
- e. Team updates - Games have started, Mites had their first games, Squirt level is going well. Can Managers send updates for the facebook page?
- f. Next Year Planning
- g. Community Building Events
 - i. Halloween
 - ii. Wear your jersey to school day #ccyhajerseyday. Some sort of incentive to wear something and take a pic for it to be posted? Show your CCYHA Pride!
 - iii. Santa for Christmas - Anyone know a Santa?
 - iv. Free Try Out Hockey Days - with kids their own age to help boost numbers and get new kids/families involved and excited about hockey.

16) Next meeting

- a. December ?

Old Business

Future Discussions

- Review of Bylaws

17) Motion to Adjourn, 9:00 pm.

- a. Motion by Shana, 2nd - Tessa. Motion to approve.