



CHELSEA HOCKEY ASSOCIATION - BOARD OF DIRECTORS

Meeting Minutes

September 13, 2015

Attendees: Rick Westcott – President
Trish Dougherty – Vice President
Tom Capper – Finance Director
Andy Webster – Secretary / MAHA Representative
Sarah Sherwood - Registrar
Daryl Olaveson – Travel Director
Demi Williams – House Director
Constance Eder – Apparel Coordinator
Cindy Schultz – STAR / SafeSport Representative
Daniel Hakala – Communications / Website
Don Wright – Director of Coaches

Absent: Marcy McCrate – Treasurer / Bookkeeper

Open Positions: ADM & Learn To Play Director
Fund Raising Coordinator
Girls Hockey Director

Guests: Dave Early – Jr Chiefs Head Coach / U8 Asst Coach
Brian Haines – U8 Head Coach
Colby Parks – LTP
Amanda Williams – Squirt House Manager

--- Meeting called to order at 7:05 PM ---

Meeting Opening – Secretary (Webster)

- a. August 9th CHA Board Meeting Minutes approved.
- b. Board Meeting Minutes
 - i. Minutes will be distributed to Board ~1 week after each meeting
 - ii. Board members are to review and provide comments
 - iii. Quick review & approval in following meeting
- c. Meeting Agendas
 - i. Secretary will provide a Draft Agenda with known items for Officer/Committee Report
 - ii. REPORT section should provide high-level review of status/activity
 - iii. NEW BUSINESS should be reserved for items requiring Board discussion/decisions/voting.

Exec Committee Reports

1. Finance Report (Capper/McCrate)

- a. CHA overall in good financial standing - \$19k in account
- b. CHA Financial Review
 - i. Overview of annual budget provided – use 14/15 as model
 - ii. Every Payment / deposit is tracked
- c. Registration fees
 - i. List of unpaid registration fees reviewed - No player roster spot until paid
- d. House budget
 - i. House & travel are completely separate – Travel are independent
 - ii. House fees/budget is prescribed by CHA
 - iii. Costs are fixed, but player registration is not. Less players = house operates in deficit

- iv. Squirt/ Peewee – in black – not by much
 - 1. 4 players less this year
 - 2. Last ended w/ \$-3k loss
 - 3. Additional ice will bring program costs into deficit
- v. U6 / U8 should share ice - U6 cannot financially support full sheet of ice
- e. Travel
 - i. Teams are making payments late to CHA
 - ii. CHA makes payments to Rink
- f. Requested assistance collecting money
 - i. [**Capper**] – send file of outstanding payments to
 - 1. House Director – Williams
 - a. [**Williams**] send to individual House Team Managers
 - b. Follow-up
 - 2. Travel Director – Olaveson
 - a. [**Olaveson**] send to individual Travel Team Managers
 - b. Follow-up

2. President Report (Westcott)

- a. LTP
 - i. Colby Parks – LTP Director
 - 1. Motion / Second – welcome aboard
 - ii. New LTP bulletin posted on website
 - iii. Registration / fees for LTP will be managed by Arctic Coliseum
 - iv. Flyer Distribution
 - 1. Flyer is being sent to area school districts for distribution
 - a. Chelsea School District – sends out flyers 1st Friday of month
 - 2. Brian can assist getting to Columbia Sch Dist
 - 3. Discussion on Dexter
- b. Try goalie day
 - i. Ice time donated by rink – intended for new goalies – possibly Sunday morning
 - ii. Colby will be on-ice coach
 - iii. House goalies get little help – depending on registration #s, probably can include house goalies

3. Vice President Report (Dougherty)

- a. North Rink mailboxes have been relabeled
- b. Chelsea Scoresheets are available – will be distributed through mailboxes
- c. LC Scoresheets
 - i. Many team coaches/managers couldn't go to meeting
 - ii. Are LC scoresheets REQUIRED?
 - 1. [**Olaveson**] – find answer

4. Coaching Director Report (Wright)

- a. LTP – taken care of with Colby as LTP Director
- b. Don will get an update on Modules / clinics requirements
 - i. 3 clinics will be held in Chelsea
- c. Attended ACE Meeting in Farmington Hills on 9/12
 - i. Activity Tracker tool – Don review and will distribute to coaches
- d. Don will be holding a CHA Coaches meeting
 - i. Date/time = TBD
- e. Student Coaches meeting
 - i. Must be over 13 & under 17, and play at one level above
 - ii. [**Sherwood**] Registrar has a student coach list – Forward to Don
- f. Try Goalie Day / House skills
 - i. Colby will plan event
 - ii. Date/time = TBD
- g. CHA Goalie Coach
 - i. Don will speak to Grundy and report back to Board

1. Registrar Report

- a. All travel rosters were finished last week
 - i. Have been sent to Cindy for SafeSport reference
 - ii. Sent to Daniel for posting on website
- b. House
 - i. Emails sent to managers – list of WHO is on ice to check that all requirements met

2. MAHA D6 Report / Rink Liaison

- a. Notes from Sept 8 D6 Meeting were reviewed
- b. Chelsea awarded Pee wee AA District Tournament
 - i. **[Webster]** Send Don rules & bring questions to next D6 Meeting on October 13th

3. STAR / SafeSport Report

- a. Need signed forms from the following Travel teams
 - i. 2006
 - ii. 04 gold
 - iii. 04 blue
 - iv. 03 blue
 - v. 02
- b. Forms will be collected each year

4. Travel Director Report

- a. Could not attend LCAHL Kickoff meeting
 - i. **[Olaveson]** Will be picking up binders for those teams that have requested
- b. Trish
 - i. **[Olaveson]** Send coaching clinics out to coaches
 - ii. **[Olaveson]** Send District Tourney locations to coaches
 - iii. Team application to enter District Tourney – mail prior to November 1st
- c. LCAHL Fees Due by October 14th
 - i. **[McCrate]** CHA will cut check

5. House Director Report

- a. No report
- b. U6/U8 Goalie Equipment List
 - i. Tom would like a list be provided
 - ii. Brian list create list with Andy after meeting

6. Apparel Coordinator Report

- a. Travel jerseys have been distributed
- b. Travel socks (except 06) – have been distributed
- c. Spirtware –
 - i. Perfect Edge 9/24 – 9/26
 - ii. Samples – place order, pay upon payment
- d. Issues with Perfect Edge
 - i. Visited with Mark – aware of service issues
- e. Couple teams have not paid
 - i. Store rep was disrespectful to Constance due to an unpaid invoice
 - ii. Ongoing issue with Perfect Edge
- f. U6 wants their own jerseys
 - i. Parents have agreed to buy

7. Website / Communications Report

- a. Many updates have been made
- b. Looking into online Forms – for coaching application
- c. Post Spirtware – email blast
- d. Facebook account.....
 - i. Dana has all the information
 - ii. [Rick / Daniell}

8. Old Business

- a. Open Board Positions – Tabled until the need arises to fill
- b. Functionality of Available Ice feature of website – COMPLETE
- c. CHA Equipment needs
 - i. U6/U8 goalie equipment – addressed above
 - ii. U6/U8 Jerseys – COMPLETE
 - iii. House Jerseys – COMPLETE
- d. One Goal Grant - \$1700 awarded for LTP equipment, sticks, helmets
 - i. Not official yet
- e. Cross-Ice Grant – new nets & portable clocks (should be arriving)
- f. Locker Rooms – COMPLETE
- g. Year end financial statement must be sent to MAHA
 - i. Email to Joe Spedowski (nancyjoe@netonecom.net)
- h. All board members must send Background Check/SafeSport to Sarah Sherwood

9. New Business

- a. CHA Photographer
 - i. Tabled for October meeting
- b. House (power skating / more ice)
 - i. 10 sheets of ice on “program” flyer...that are not currently scheduled within program
 - ii. Proposed solution
 1. 8-10 1 hr sheets (next 3 Wed 6-7),
 2. Clinic – Sunday skates
- c. Junior Chiefs
 - i. Dave Early
 1. Looking to cut cost (20 scheduled) – reduce to 15
 2. Don't have headcount yet
- d. Renting/scheduling this room
 - i. Must be booked ahead of time w/ Breakaway Manager (David, Manager)
 - ii. Communicate
- e. Paul Helber – All players need mouth guards

--- Meeting adjourned at 9:37 pm ---

Next D6 Meeting: October 13, 7:00 PM

Next CHA Board Meeting: October 11, 7:00 PM



**MAHA District 6 Council Meeting
September 8, 2015
Griffs Ice House – Grand Rapids**

ARW NOTES TAKEN

Finance

- Checking balance \$4424, Savings balance \$15k+
- No revenues collected yet this season

Registrar

- Background checks are syncing with rosters
- Current SafeSport certificate is biggest issue – rosters are being rejected
 - SafeSport is tied to the USA#

Referee-in-chief

- Female Only Referee Clinic – Livonia, Sept 19, 9:00am – 3:00pm
 - If interested in being a referee, attend
 - Register on USA Hockey - <http://www.usahockey.com/officialseminars>

STAR/SafeSport

- SafeSport Posters for rink
- Adult Hockey Leagues – Commissioner must know processes

Coaching

- ACE Coaching Development Program
 - Required for each Affiliate to attend one – In Affiliate Agreement
 - Intended for Coaching Directors, others may attend as well
 - Saturday, September 12, 8:00am – Noon, Farmington Hills Suburban Ice
 - One other ACE session is planned – not posted yet
 - Possibly Oct 11 – in Big Rapids
- D6 Coaching Director Page: <http://www.mahadistrict6.org/page/show/30814-association-coaching-directors-page>
- CEP Seminars are posted: <http://www.usahockey.com/coachingclinics>
 - Level 1
 - Caledonia – 9/19
 - Kalamazoo – 11/8
 - Lansing – 11/21
 - Chelsea – 12/19
 - Level 2
 - Tentative GR Walker – 10/4
 - Chelsea – 10/10
 - Kzoo – 11/8
 - Chelsea – 11/14
 - Lansing – 12/6
 - Level 3
 - Chelsea – 10/10
 - Holland – 10/25
 - Kzoo – 11/8
 - Chelsea – 11/14
 - Lansing – 12/6
 - Level 4
 - South Bend, IN – 9/12 – 9/13
 - Tentative – Lansing: December

Old Business

- D6 Council Members – must send Joe Background Check / SafeSport
- Affiliate Board Members – ALL MUST HAVE BACKGROUND CHECK / SAFESPORT
- D6 Block Grant Money
 - \$2500 across 21 associations
 - Ideas to use?
- Concussion Forms
 - Association Responsibility to Collect/File Forms
 - NOT REQUIRED in Roster Books
 - Concussion forms are a State of Michigan requirement
 - Only required once, not annually – but must be available

New Business

- ONE GOAL GRANT
 - Don't spend the money yet...official notice should be very soon

GR	\$1200
Lansing	\$1000
Berrien	\$1700
West Shore	\$1700
Kentwood	\$1050
Battle Creek	\$1700
Rockford	\$1700
Chelsea	\$1700
Jackson	\$0

- ADM Association Toolkit
 - Videos / materials are being put on Thumb Drives
 - MAHA to send to each D6 Council Member
- Mite – Cross Ice Discussion
 - D6 Directors not sure what is happening with the Mite State Tournament – not involved
 - To play in the State Tournament – must play in a league.
 - D6 Directors don't support Mite Leagues or Playoff.....
 - BE CAREFUL
 - No Mite "Travel" – play as mixed age House, split teams appropriately
- Girls Locker Room
 - Emerging issue across MAHA
 - Same Locker Room Policy applies – gender specific monitors
 - USA Policy – "privacy rights must be considered and appropriate arrangements made".
 - Page 31-32 of Annual Guide
 - Rinks – need to be able to accommodate
 - Associations/Teams
 - Rules / Policy
 - Communicate in advance if a girls locker room will be utilized
- Defeated Rule #15 from Summer – re: Creation of a new Girls Team
 - Teams should progress through age levels
 - Cannot start a team at age level without determining that new team is not causing negative effects on other team
 - Rule has been adopted by D6
- District Tournament Awards: Feb 5th – Feb 7th
 - **Review Rules posted on website and bring questions to October Meeting**

Squirt B	Kentwood
Peewee B	Fox Motors
Bantam B	Big Rapids
Squirt A	Lansing
Squirt AA	KOHA
Peewee A	Ann Arbor
Peewee AA	Chelsea
Bantam A	Muskegon
Bantam AA	Grand Rapids

Miscellaneous Notes

- 9 associations within District 6 DID NOT post evaluations/drafts on D6 website
- Joe mentioned that a house player in D6 near Detroit was cut from a team
 - How are house roster size limits applied?
 - Are they communicated in advance?
- Ann Arbor President - Pat Sirota, approached me about AAAHA re-districting to D4
 - H believes it would have gone through - "Chelsea shot down"
 - Would like to talk to Board about it