

# UVHA Board Meeting Minutes



March 21, 2018 ~ 6:00 PM

Kinney Pike Insurance, White River Junction, Vermont

1. **Attendance:** Kylie Curtis, Mindy Dube, Sarah Morlock, Jason Spaulding, Justin Barwood, Ryan Ray, Matt Maher, Roger Gillies, Zack Lenning, Nate Dube, Bill Mann
2. **Meeting called to order:** 6:03 PM
  - a. The February 21<sup>st</sup> meeting minutes were unanimously approved (motioned by Matt, seconded by Justin).
3. **Monthly Reports:**
  - a. **Webmaster**-Kelly has mocked up next season's registration with SportsEngine. Registration is ready to go live once the Board confirms registration dates and the cost structure for next season. \* Jason will check with Kelly to see if we can remove the electronic versions of the Code of Conduct and Consent to Treat forms from the online registration process. Since hard copies are still needed for coaches' books, the option to complete and submit these documents online creates confusion.
  - b. **Coaching Coordinator**-Alex will be sending out communications about Level III clinics to be offered in New Hampshire and Massachusetts. Given an expected gap in coaching at the U10 level, Alex will be recruiting coaches for Squirts, looking both within and outside of the UVHA membership. Matt suggested that Alex reach out to Jason Hudson, a former hockey player and parent of a Squirt-aged player.
  - c. **Equipment Manager**-John will be holding two jersey return nights next week. He'll inspect the jerseys and prepare a list for the Board of those in need of replacement and those that were not returned.
  - d. **SafeSport Coordinator**-No report.
  - e. **Treasurer**-Brock Barton has expressed interest in taking on the Treasurer role. Ryan plans to make himself available to assist with the transition. Brock will need to be voted in at the Annual Meeting in April. Ryan will be ordering new checks to reflect the official name change to Upper Valley Hockey Association. A sub-committee will meet next week to determine the 2018-2019 registration fees. Ryan, Justin, Brock, Jason and Sarah will meet to review the Association's finances.

- f. **Fundraising**-Sarah reported that the Skate-a-thon net \$11,370.26, bringing this year's internal fundraising total to \$21,718.38, exceeding the \$20,000 goal. She again suggested that we look into whether or not we have the capability to accept pledge donations online from the website. This would also allow us to sell mini-rink raffle tickets throughout the season, well in advance of the event drawing. Sarah will draft a season wrap-up email to share with the membership.
- g. **Registrar**-No report.
- h. **Scheduler**-No report.

4. **New Business:**

a. **Next Season Planning Topics**

- i. **8U Development Policies**-Sarah will add the newly approved Mite Policies language to the Policies and Procedures document. Kylie asked that we make the new definitions between the rebranded Mite programs clear somewhere on the website. The parameters for registering for Learn-to-Skate, Learn-to-Play and Travel Mite hockey are now explicit and will give families guidance when looking to place their U8 players.
- ii. **Cut-off Numbers**-Teams will be considered to be at capacity once registration reaches 13 skaters and a goalie (14 players). Any player registering beyond that cap will be waitlisted. Justin shared current returning player projections: 26 Bantams (only one goalie), 39 Peewees and 27 Squirts. Families should be made aware that space on travel teams will very likely be limited. Anyone interested in returning should plan to register early or risk being wait-listed.
- iii. **New Players**-As a courtesy to our loyal membership, registration will first be open to returning players. While there's no way to prevent new members from registering early as well, Kylie receives real-time updates and will email new families who register during the returning member window to make them aware of the returning player preference. The SportsEngine platform does not allow for us to notify families of wait list status. Instead, Kylie has to keep track of numbers herself and send emails to individuals to make them aware of these circumstances only after they've registered. This is currently an imperfect system and creates significant work for the Registrar. Jason will reach out to Kelly to see if there's a way to build in notification messages when registering. A registration sub-committee will meet to discuss this and the continued issues created by the off-line payment option. Jason, Kylie, Kelly and Roger are hopeful that they can brainstorm solutions to these problems, even if only temporary.
- iv. **Bantam & Squirt Discussion with HHA**-Jason informed the Board that Hanover's 10U girls' team contacted him, looking for players to fill out their program. Hanover's President, Adrienne Peraza, also reached out to

Jason to discuss Bantam numbers for the 2018-2019 season. HHA was also interested in pulling together a girls' tournament team, bringing together players from the Upper Valley's local Associations. While this would undoubtedly conflict with regular season play, Jason and the Board agreed to propose that this be presented as either an early and/or end-of-season option for play.

- b. WABA Facility Use Committee**-The Town of Hartford and Hartford High School have put together multiple Athletic Facilities Committees. Bill Mann and Jason Spaulding are both on the WABA Committee; Becky Barwood will likely join this committee, rounding out the UVHA's representation. The group will focus on the facility's use and upkeep, including an evaluation of the WABA's operating costs. They'll brainstorm ideas for improvements and additions. Committees will present their visions to the Select Board, detailing plans for what is needed and what is desired, along with the associated costs and time-frames for implementation. Bill pointed out that these committees do not have a budget; any and all recommendations must be approved by the Select Board.
  - c. Questionnaire to Membership**-With input from an Officer's meeting and the rest of the Board, Sarah drafted an End-of-Season Survey. To maintain confidentiality, only the Executive Officers will have access to view the survey results. Results of the survey will be shared with the Board and any coaching concerns raised will be brought to Alex's attention to be addressed by the Coaching Coordinator. Sarah will share the survey later this week.
  - d. Annual Meeting Date and Topics**-The Annual Meeting will be held a week later than typical Board meetings, on Wednesday, April 25<sup>th</sup>, to account for the school vacation week. Sarah will post notice of the meeting in the Valley News and ask Kelly to include it on the website. The Vice President, Treasurer and at least one member-at-large position will be open. Sarah will make note of this in a season wrap-up email.
5. **NH State Meeting Report:**
- a.** Roni announced that he has been appointed NHAHA Registrar. He'll need to relinquish his role as NH State Delegate as it poses a conflict of interest with his new role. He's waiting to hear final word as to whether or not he can maintain a UVHA Board position.
  - b.** The next NHAHA meeting is May 19<sup>th</sup>. This will be their Annual Meeting.
6. **Meeting Adjourned:** 8:08 PM

*\* 3/30/18 Addendum: After considering recent Board discussion and sub-committee feedback shared by Jason, Roger proposed by email that the "pay later" option be removed from the online registration. A majority of Members voted in favor of this motion (KY, SM, MM, AD), none opposed.*

