

Harwood Youth Hockey Association  
Board of Directors Meeting  
Monday May 18, 2020 at 5:30pm Remote meeting  
Via Zoom video conference Due to COVID-19

**Call to order:** Jen McCabe called to order @ 5:37

**Attendance of members:** Laura Ladieu, Chris Martin, Rhonda Achilles, Liza Sikora, Matt Iillard, Sam Huber, Jen McCabe, Jodi LaVanway, Sarah Duffy, Amy Wells, Lindsay Staples

**Guests:** Rhonda Achilles

**Board members not in attendance:** Dan Farr

**Approval of Past minutes:** From Annual Meeting April 2020, previously approved minutes via Email. 5/3/2020

### **Safe Sport -**

- Existing members, Coaches and Team Parents: must be renewed annually beginning this Season! Any new members need to take this training before the beginning of the season. There are refreshers if you have taken this course in the past year.
  - Need to get USA Hockey number to Sarah Duffy (see notes about procedures)
- What is Nichol's job as safe sport coordinator? Someone (executive board) should have this conversation with her to outline what is expected.
  - She makes sure we all follow the guidelines as an association.
  - Sarah will help keep track of all of the people who are registered with safe sport (see notes on procedures)
- Did our process work? It is a work in progress!
  - Volunteer roster sent to VSAHA and should be kept in a place where it can be easily accessed such as the drop box account and a binder for Nichole at the rink!
- Yes name tags again this year!

### **Jerseys From Rhonda-**

- Email was sent to share all who have missing jerseys! Still missing quite a few peewee and Bantam. Travel and Squirts accounted for!
- Chris has 4 (3 kids and the blood jersey)
  - Rhonda willing to swing by and pick up jerseys from missing kids.
  - Peewee yellow practice jerseys still missing. May be a miscommunication on whether they needed to be returned.

- Email should go out to parents again asking parents to return the jerseys and if they are not returned we will have to bill them for the cost of the jersey.
- If they aren't returned we will need to order more to fit the entire peewee team for 2020-2021

#### **VSAHA Update -**

- Jodi sent out the USA Hockey Recommendations for "returning to the rink" Via Email.
- Haven't heard much from VASHA. Summer is usually slower and much is on hold due to COVID.
- Still discussing the faceoff meeting and what that will look like
- New England development canceled everything,
- VSAHA/USA reopening guidelines will need to be followed but also what the governor says too.

**Cairns update from chirs**, June 1st, **maybe**, No locker rooms, 5 or less on the bench, dressed at home, one way traffic, temperature check for all who enter the rink, sanitize all areas between groups.

Should check in with Jeremy and the Ice Center about these regulations and how they plan to accommodate them.

Contacting Stowe.... Going to them for summer hockey.

**Stowe opening:** June 18th, **Maybe!** Stowe will meet on 26th of May.

- Jen will reach out and ask them about ice time and what they will be charging. Possibility of 3v3 running at Stowe.
- Change the poster for 3v3 so this information is all TBD!!

#### **Treasurer Report - No Bills**

Bank total \$ 19,949.62 Sarah Duffy makes a motion to approve the report, Jodie LaVanway 2nd, all in favor.

- 3v3 Registration Money Paid: To date= \$4,600 (estimate)
- **Budget Meeting Date:** Prior to next month's meeting 5:30-6:00 Mon. June 22, 2020
- Sam gets all set for the meeting with quickbooks.
- Restitution checks: is there a restitution order? When it should be paid and how.
  - Sam will work with Carol and Angela to get this information.

Sam is the only one with the Debit Card!

Remove Darby, and Kelly and Add Lindsay and Jen to the account!

#### **Procedures -**

- There should be a board procedures document! Including things such as, How do email transitions who have what password, banking information, registrar processes, reports and report formatting
- all in one place on dropbox so this information is available for all!

#### **D&O Insurance** - Directors and Officers insurance!

- This is something we should have as a nonprofit board dealing with money, kids, etc.
- This protects the board in many events and keeps our personal reliability at bay. Usually around \$180-\$450 a year. Do this sooner rather than later!!

#### **Ice Center Update** -

- In a holding pattern, there is no ice-in date yet. Amy will try to attend the next ice center board meeting to see how things are going.

#### **Summer 3v3 League** -

- 4,600 paid in at the moment.
- How many jerseys do we have from last year?
  - Lindsay said We can get jerseys out fast!
  - Board wants to wait until the June meeting to make the call on the program.
- Last year total income from 3v3- unsure but possibly as much as double what we have now (4,600) minus ice cost.
  - Get the numbers from Amy R.
- Get the Fundraising email turned over and also get the treasury email worked out.

#### **Early Registration Dates** - 2020-2021 season.

- Open by July 1st in years past, may push it back this year to give time to set up the site.
  - Sarah will need about 2.5 weeks to get it set up with a sports engine.
- Cover online fee?? 3% fee to pay online
  - Everything should be paid online so that the cash flow can be managed. Payment policy needs to be drafted. Overall plan is to go 100% online with payments.
- Require the deposit we will need a (must pay in full date) before the child gets on the ice.
- Talked about raising the price to cover the online 3%. Raising rates for the reason to cover new issues that arise with the current situation.

HYHA income: \$6491 for the snack bar last year plus another check from February.

- **Possibly no snack bar this fall due to COVID**, Plan for a \$8000 income loss if this happens.

\*\*Matt is making a profit loss projection.... Will bring it to the budget meeting.

**NQID parade or Warren 4th of July -**

- Both towns have canceled; Waterbury may have a parade later!
- Do we want to join this when and if it happens? Table this for later if waterbury chooses to have it. Scaled back version possibly partner with Ice Centre for the Float.

**Pre-season and skills clinics -** Table this for later meeting to discuss further after committee meets.

- 2 options: bundle preseason skills or keep all separate.
- Chirs is going to take over player development. This committee should decide what is best for all the players.
- Add in the goalie development?? Atleast one for the goalies.
  - Look at outside organizations locally to come together.
  - We have paid for MAC goaltending for goalies in the past. Things like this should be advertised more.
  - Cairns does something small for older goalies. Tapping into the highschool goalies... look to the committee to get this going.
  - Should we as an organization have a goalie coach? Keep in mind the possibility of the 25 person Max due to COVID
- Last year, 5 week preseason Sundays and 3 sets of 4 day skills clinics.
  - Stowe was a dud. Tuesdays were great and Thursday covered cost.
- Dry Land conditioning mixed in? Do we need a special coach with special regulations for this? Lindsay will look into this.
- Bases seem to be covered with liability waiver form, HYHA possibly add a dryland clause for the wavers
  - Poll the coaches to see what they think too.

**Budget Meeting Date – 5:30-6:00pm on Monday June 22, 2020**

Next month's meeting to occur directly after at 6:00pm

Jodie makes a motion to adjourn the meeting. Amy 2nds, All in favor  
7:15 pm ?? I missed the Exact time!! Still getting used to the job :)