

**Chelsea Hockey Association
Board of Directors Meeting Agenda
April 19, 2015, 7:00 PM**

Call to Order: 7:10 PM

Attendees: Tom Capper, Constance Eder, Daryl Olaveson, Sarah Sherwood, Dana Springer, Rick Westcott

Absent: Trish Dougherty, Marcy McCrate, Tamra Montgomery, Cindy Schultz, Don Wright

Guests: Amy Apoian, Brian Haynes

1. Approval of Minutes of (March) Board Meeting

2. Unfinished Business

A. March 2015 Board Meeting Action Items:

- **[Board] Restructure house program with intra-mural league; Westcott and Capper have meeting with Ann Arbor on Wednesday (IN PROCESS)**
- **[Capper] - Will draft announcement and guidelines for posting to general membership regarding second travel teams (IN PROCESS – Moving to by-laws)**
- **[Capper] – Wish list for equipment needs, pending Equipment Manager assignment (IN PROCESS)** Assigning one locker for Goalie gear, etc.
- **[Schultz] – Send itemization for Spirit Wear to Capper/McCrate for ledger input and budget reconciliation (COMPLETE)**
- **[Montgomery] – Place House Director’s contact info on website for Spring House teams (COMPLETE)**
- **[Schultz] – Spring season practice jerseys (COMPLETE)**
- **[Montgomery] – Switch website to Spring on 3/19/15 (COMPLETE)**
- **[Andy Webster] - Compile a list of outstanding needs regarding general rink conditions (IN PROCESS)** Rubber mats to team lockers
- **[House Director] – Squirt / PeeWee House team coaches for Spring 2015 season (COMPLETE)**
- **[House Director/Director of Coaches] – Search for someone to run House program in its entirety; potential paid position (COMPLETE)**
- **[McCrate] – Travel teams need mailboxes to be re-labeled (IN PROCESS)**
- **[Apparel Coordinator] – Rack jerseys to be ordered for Fall, need input from Coaches (IN PROCESS)**
- **[Communications] – Email blast about Spring when Fall is finalized (COMPLETE)**
- **[McCrate] – Move extra desk out of CHA office and move locker out of off-ice room to CHA office (IN PROCESS)**
- **[Board] – Review additional “Special Assignment” positions presented at March meeting (Equipment Manager (Dan Piel?), MAHA Liasion (Andy Webster), Rink Liasion (Andy Webster), Newsletter/ Member Communication Director (Constance Eder) (IN PROCESS)**

3. President Update – Rick Westcott

- **LTP room clean-up and organize**
 - Build skate racks similar to the skate rental
 - Incorporate a size/color chart for the bags
 - Having a sale of extra equipment or to throw it out?

- **Need to identify who is overseeing Learn to Play program (ACTION ITEM - Executive Board to meet with Nick and Don to see how they want to run the LTP program)**
 - Post purchase of memorial mini-nets on the CHA website front page & ask for help from our members locating the missing two **(ACTION ITEM - Westcott to send picture to Montgomery/Springer for posting to website)**
4. **Vice President Update – Trish Dougherty (Absent)**
 - **Next D6 Meeting is:** April 21st 7:00 PM @ Pizza Ranch in Grand Rapids.
 5. **Director of Financial Operations/Treasurer – Tom Capper**
 - On schedule to be on fiscal target for Spring
 - Potential white board for Back Room in Breakaway for team meetings, parent meetings, etc. ([Board motion] Westcott moved, Sherwood second, all were in favor, for Tom to sit with Carl and Don and implement the white board/projector system up to project maximum of \$4,000 **(ACTION ITEM – Capper to review with Rink Owner and Don Wright)**)
 - Price point for House hockey Fall 2015? Likely to stay the same but need a definitive plan for how CHA programs are run to confirm that pricing is in line with program goals.
 - **(ACTION ITEM – Board to set Fall 2015 evaluation dates at May meeting)**
 - Friday Night 3 on 3's attendance for Spring / \$5 per player
 6. **Director of Coaches – Don Wright (Absent)**
 - Summer Ice schedule/Tryouts **(ACTION ITEM – Dougherty to send email to teams)**
 - CHA Board Appreciation Dinner - May 29th
 - Status of payment for Spring Ice Bill
 7. **House Program Director – (Open)**
 - Jamie Keeley will be Squirt House Coach this Fall
 - Potential to consolidate Squirt and Pee wee house program(s) skate times
 8. **Travel Program Director – (Daryl Olaveson)**
 9. **Apparel Coordinator – Cindy Schultz/Constance Eder**
 - **(ACTION ITEM – Eder to meet with pro shop to review planning for upcoming season and provide feedback from CHA families about the pro shop)**
 10. **Website Coordinator – Tamra Montgomery (Absent)**
 11. **Registrar – Sarah Sherwood**
 - All teams set for Spring but U6 teams need to finish Safe Sport
 12. **Bookkeeper – Marcy McCrate (Absent)**
 13. **STAR/ Safesport Representative – Cindy Schultz (Absent)**
 - **(ACTION ITEM – Sherwood to review forms with Schultz and necessary next steps)**
 14. **Girls Director – (Open Position)**
 15. **Learn to Play Director – (Open Position)**

15. Fundraising – (Open Position)

16. Miscellaneous

- Daryl Olaveson appointed as Travel Director
- Andy Webster appointed as Rink and MAHA Liason
- Constance Eder appointed as Apparel Coordinator
- Cindy Schultz appointed as STAR/SafeSport Representative
- Rod Fracassi appointed as re-author of by-laws (pending concurrence)
- May 9th Coach Off-Ice Clinic – Attendance cost approved by Executive Board

17. Adjournment: 9:23 PM; motion made by Capper, second Sherwood, all in favor

Next Meeting: May 3, 2015 @ 7:00 PM