

HOLLIS BROOKLINE BASKETBALL CLUB MEETING

June 10, 2016

Attending:

Board Ryan Kelley, David Leclerc, Janet Lussier, Jennifer Razzaboni, Tim Stack, Tori Thomas, Kristy Trombley

Community Jen Coutu, Joe Kifer, Stephanie Stack

Location: Hollis Town Hall Community Room

I. Year-End Marketing Materials

As discussed at the previous meeting, the Board wanted to send out a basketball flyer to the Hollis Brookline schools letting people know about the merger of the two basketball programs, the programs that will be available in the Fall/Winter, and links to many of the area summer basketball camps. Joe Kifer created a document that was distributed through e-mail to the Board.

The year-end flyer was reviewed and approved through e-mail in order to get it published and distributed to the schools before June 16th. A vote to approve the funds to pay for the flyer was also completed through email. Jenn noted that the funds would come from the Brookline Basketball Club account and then be reimbursed from the registration fees collected in October. All Board members were in favor. Joe Kifer produced the flyers and brought them to the meeting for distribution to the schools on Monday, June 13th. Jen Coutu noted that in the past, Brookline schools were willing to print the flyers for the Club as long as the Club provided the paper. We will look into that possibility at each school for the next flyer that will be distributed in the Fall.

Additional marketing materials to consider include distributing a flyer asking for High School helpers to assist as a supporting coach. Some students have participated in the past to meet their volunteer hours requirement and the children have enjoyed working with them. The Board will further discuss this option as we get closer to the season.

It was noted that in an effort to improve our distribution, we should include a link on our soon-to-be-established website to allow people to be directly added to our distribution list rather than sending personal email requests.

II. Administrative Action

We reviewed the various renewal dates as follows:

- Website: www.brooklinehoops.org is paid through November 2017. An initial discounted rate for a three-year contract was paid totaling \$422.
- Registration portal: SportsManager in Brookline was \$180 a year plus a per player fee. The Brookline agreement runs through the end of the year. The fees to pay for the registration service are directly debited from the account as registration fees are received. Stephanie Stack confirmed this is the same fee and process used by Hollis Recreation, which is also on a calendar year renewal schedule.
- Insurance: Current insurance policy for Brookline Basketball is paid through September 24, 2016.

We will need to consider all options for a registration portal including SportsManager, League Athletics (currently used by HB Lacrosse though fairly expensive), and Blue Sombrero, (a program through Dick's Sporting Goods), currently used by HB Cavaliers Soccer.

As we discuss our website, it was noted that a parent of a current basketball player is interested in helping us. We will follow up for more information as the project gets underway.

III. Timelines & Calendars

Dave will develop a Google docs site so that the Board can share various documents and track initiatives as a group. The site will include a calendar referencing various due dates with annual reoccurring events, as well as immediate start-up deadlines to ensure we are prepared for the upcoming season.

IV. Coaching Materials

As we begin to merge the basketball programs, we need to evaluate coaching materials from Hollis and Brookline. Ryan will send an email to all current coaches for any materials they have available. Tim has provided Ryan with the contact information for the Hollis coaches from last season, as well as the basic Hollis coaching materials. Joe will send Ryan the contact information for the Brookline coaches.

V. Equipment

As previously discussed, Dave Guay is interested in taking on the role of Uniform and Equipment Coordinator. Dave proposed the nomination of Dave Guay as the Uniform and Equipment Coordinator, and all were in favor. In the meantime, Ryan will send an email to the coaches requesting an inventory of equipment currently available. Ryan and Dave Guay will work together to bring a cumulative list to the August Board meeting so we can evaluate this year's requirements.

VI. Recreation

Kristy discussed her collaboration with Hollis, Brookline, Milford and Amherst in developing an inter-town recreation game schedule for the 5th/6th graders last season. The Board agreed that it would be great to continue this format as it helps improve player performance, provides a better basketball experience, and frees up gym time. Kristy will reach out to her current contacts to determine interest, as well as the possibility of expanding to all levels. We will also consider contacting the Groton, MA program.

VII. Name of the Program

The Board decided to name our merged basketball program "Hollis Brookline Basketball Club", "HBBC" for short, and use royal blue and white as the primary colors. This color scheme is similar to club soccer, lacrosse and baseball, as well as the HBMS; therefore, more equipment, (i.e., sports bags, sweatshirts, etc.), will be interchangeable across HB activities. We will consider "HB Hoops" for new basketball spirit wear. We will also consider a nickname before the season starts.

VIII. Basketball Club Structure

The Board has previously discussed many of the advantages and disadvantages of being an independent parent-run program versus being under the Hollis Recreation umbrella. Three areas that needed additional research included the insurance policy, checking account, and HUES gym availability.

Stephanie Stack provided additional information relating to Hollis Recreation insurance. If the basketball program existed under the Hollis Rec. program, basketball would be covered under the Hollis Rec. insurance at no additional cost to the program. No additional fees would be required. The policy would cover any program that is part of HB basketball including the men's basketball programs, as well as, basketball programs being held in Brookline facilities. Hollis Rec. insurance covers volunteers and coaches but does not cover the participants. Currently, parents waive participant insurance coverage when they go through the registration process. The Brookline program insurance

did have participant insurance coverage as part of their policy. The Board agreed that we should investigate this additional coverage if part of Hollis Rec. Stephanie reported that the Hollis Counsel doesn't think additional coverage would be necessary; however, Stephanie assured the Board that if the Board wanted the additional coverage, then Hollis Rec. would get it.

Hollis Recreation has said that signers on any checking account outside of Hollis Rec. personnel are not an option. Hollis Rec. would be responsible for paying all expenses. It was noted that the additional level of administration could create delays in processing.

Janet met with Candice Fowler, the principal at HUES, to discuss the process for securing HUES gym time for the basketball program. Janet explained the merger of the Hollis and Brookline basketball programs similar to that of our other HB sports programs. Ms. Fowler reported that the School Board Policy is such that the school gives priority to school-run programs. With that said, neither an independent merged basketball program, nor a basketball program under the Hollis Rec. umbrella, would be school-run programs. Ms. Fowler believes that the gym should be available for the basketball program through its normal basketball season as it is entirely run for the HB children. Because HUES does not have a basketball program, similar gym time would be granted for the merged basketball program regardless of the structure (independent or under Hollis Rec.). Again, because HUES does not have a basketball program and the merged program serves HUES students, gym rental fees will not apply. It was noted that school functions are the priority (for example, band concerts), and reasonable accommodations should be considered as gym requests arise. Also, HUES requires one contact that will provide the weekly schedule, similar to years past. If gym time is not going to be utilized, that information needs to be communicated to HUES so that staff can be informed. Dave will have the responsibility of being the gym coordination contact with HUES.

With the additional information provided, Dave called for a vote. The HBBC Board voted in favor of being an independent parent-run board, apart from Hollis Recreation.

IX. Future Items for Discussion

As an independent program, a lot of work needs to be accomplished in the very near future to ensure the success of the program. A few additional areas to be addressed include:

- How many teams can we support?
- What will be the structure of Travel?
- Gym requirements and/or upgrades (for example, fixing the RMMS hoops so they can be raised to ten feet)
- Fundraising opportunities

X. Next Meeting Agenda

The next Board meeting will be Wednesday, July 13, 2016 @ 6:30pm in the Hollis Town Hall Community Room. The agenda will include the following:

1. Identify near-term actions requiring action in July – August timeframe, (i.e., registration)
2. HBBC registration site/host engine (League Athletics, Blue Sombrero, Sport Ngin, SportsManager, etc.)
3. HBBC website
4. Summary of coaching materials collected (Ryan), next steps
5. Travel program
 - Team formation philosophy/player selection process
 - Can players on middle school team also play on grade 7/8 travel team?
 - Coaching selection criteria/process
6. Uniforms - style, colors, marking, parents or Club to buy
7. Develop and discuss High School Assistant Coaching program