

Minutes 31 AUGUST 2019

## CAPITAL CITY YOUTH HOCKEY Special BOARD OF DIRECTORS MEETING MINUTES

### CCYHA Board Meeting Minutes 8/31/2019

Meeting called to order at 0845. Attendees include Kirby Brownfield, Duane Twining, Kim Storfer, Joe Shea, Jason Hughes.

The first order of business is to discuss the recent announcement that the U18 team is being released. Kirby provided the background. The first practice was held and 3 or 4 players decided to abandon their contract and join another team. Without these players, there are not enough left to field a team. The decision to release the remaining players from their contracts was communicated to the parents earlier in the week. Obviously the parents were upset at this decision. There were requests for refunds, and to go after the players who abandoned them.

Refunds of 100% of the team registration fee, including deposits were sent to the parents in good standing. Some have asked for reimbursement of funds spent on jerseys and clothing with team logos. The CCYHA required each player to purchase a jersey and socks. The team manager advised parents to purchase other clothing that is not fully understood by the board. The following items were discussed in detail:

- Refunding parents for jerseys and socks.
- Refunding parents for other clothing.
- Waiving all non-refundable amounts per the player contract and also waiving transaction fees.
- Requiring jerseys and socks to be collected by the CCHYA prior to a refund.
- Reuse of jerseys and efforts needed to remove or replace customization.
- Using funds in excess of the U18 team fees paid to the CCYHA to fully refund jerseys and socks.
- Responsibility of other team clothing and whether the CCYHA should provide any refunds.

After discussion a motion Duane motioned that the board vote to use any funds obtained from the families not in good standing to reimburse families in good standing for jerseys and socks. Kim seconded; Jason and Joe voted in favor.

Duane motioned that the jerseys and socks be refunded up to the point at which all money collected by the CCYHA was used for refunds. Refunds would be disbursed after jerseys and socks were received by the CCYHA for use in future seasons, noting that some effort would be needed for customization. Kim seconded, Jason and Joe approved. Kim suggested that a shipping tracking number be recommended to parents such that they understood that they were responsible until jerseys and socks were received by the CCYHA. All agreed.

Kim motioned that the CCYHA offer a full refund for jerseys and socks, using CCYHA funds to cover the amount in excess. Duane seconded. Jason and Joe approved.

Duane motioned that no additional refunds be provided for clothing purchased in excess of CCYHA requirements. Kim seconded, Jason and Joe approved.

Kirby took the action to communicate the board decisions to the U18 parents after providing all board members opportunity to review the communication language.

The next order of business was the resignation of Joe Shea as Youth Hockey Coordinator.

Joe is moving and will not be able to support the board in that capacity. The board accepted his resignation effective immediately. Joe agreed to turn over the email account password.

Jason made a final request to purchase on and off-ice equipment for coaching. Since the budget has been passed, he did not need a vote, but wanted the board to review his proposed purchase. Duane took an action to review and update the budget with actual numbers. All members took an action to review the equipment request before the end of the labor day weekend.

Duane took an action to setup the elections for all the interim board members and other applicants.

Kirby sent the board the current financial status of the association and provided a brief summary.

Kirby motioned to adjourn the meeting at 0930. Kim seconded.

MINUTES 27 SEPTEMBER 2018

COLUMBIA CYCLONES BOARD OF DIRECTORS MEETING MINUTES

September 27, 2018 7:00PM PLEX

Attendees: Julia Frank; Pat Gilchrist; By Proxy Vote Mike F. provided by Pat Gilchrist; Ryan Petz; Steve Brochu; Reggie Salazar; Jessica Burgoyne; Kirby Brownfield; Thomas Jonell

1. Start Time 7:12PM

2. Welcome – Discussion over last years supply of USA Hockey Scorecards and Equipment Room. Board Meeting Dates thru November 8, 2018 were provided along with Board Roster Information in hard copy.

3. Equipment Update and Discussion on Tasks: Equipment room is now handled by our board on rotation. Julia, Reggie, Jessica and Pat rotate regularly to put away equipment and address the needs of the program in this capacity. Jessica let everyone know that Chris had promised to do outreach for more equipment and Adult gear to boost our supply as well as provide the sale of hockey supplies such as mouth guards, tape, neck guards and socks.

4. SafeSport Update and Concussion Testing will be handled by Reggie. He will work with the Bantams first to determine time and process and then move to a practice or Saturday to address the other teams. We discussed neck guards and conduct in locker rooms.

5. Team Photo Discussion – This is a fundraiser that will be conducted by Leah Hugues. She will set a date soon. A brief discussion on dates and logistics occurred.

6. Pee Wees – Wilmington Update – Provided by Thomas Jonell- Stated that the rink ice was melted and being re-iced due to the Hurricane. Thomas alerted us that the roads were challenging and that practices had not happened with the combined team due to the storm. We all agreed to provide whatever assistance we could. Ryan said he would investigate extra ice time if needed.

7. High Performance Camp(s) Reflection and Discussion – All agreed the HPC weekends were a big success. Ryan wanted us to prepare to have our dates ready by December for the coming season.

8. Treasurers Report – Christina sent an email report. We reviewed the report.

9. Hockey Director Update- Ryan discussed the weekend schedule and the locker rooms for the weekend. He updated us on Chris aiding our process with the snack bar this season. Discussion was held on USC volunteers being cultivated for Monday ADM. An update on the team status was given for our Youth League House and Travel alike. All are solid for the season. CHL dates were discussed. Ryan made an expenditure request for scoresheets, blue pucks, helmet parts, coaches whistles and mouth guards not to exceed \$300.00. An e-vote is needed due to loss of quorum. Please see e-vote certification attached.

10. Registration Update from Registrar for 2018/2019 Season – Steve reported success in registration of all of our teams for the 2018/2019 season. He provided a brief CCYHA update and alerted us that if we need to roster a child for the weekend it would need to be completed on Tuesday in order to be applied to the roster in time. Steve gave an update on our teams and stated that we had solid lines and players this season.

11. Committee Reports/ Update: Travel Coach Coordinator – Report Provided Jersey Committee Update and Discussion – Everyone seemed pleased with the Jerseys for the season. Comments have been made by parents and players alike that we provided good branding this year with our Travel teams. Discussion occurred regarding Jerseys on Saturdays and House Player Combined Days. We need to revisit this topic to provide consistency. ACE Update – Pat gave an update on coach's progress and training with goalies and additional drills being offered. Discussion was had on practices and coaches and participation. Website/Marketing Update- The website is up and running and discussion was had surrounding S.E and parent chats. Squad Locker is launched, and Jessica reported good traffic and orders. This is also a fundraiser. Julia discussed the bake sale and process for the coming games. Fundraising Committee Update- We discussed Amazon Smile account and Kirby suggested a thermometer of our goals for the parents to see and engage in all efforts. Kirby presented a sponsorship packet to engage local businesses. He provided us with a new vendor that sells logo style material. We agreed to vote on 100 Yeti style cups with Cyclones Logo and sell them for \$20.00. An e-vote is needed. Please see E-Certification attached. Discussion occurred on Wrap-A-Coach, Skate A Thon, Jessica to send form, Golf Tournament was discussed. Ryan threw out

suggestions for more efficiency this season. Hockey Youth Update – Julia requested 5 House Jackets for Coaches totaling no more than \$500.00. We require an e-vote regarding same due to loss of quorum. See E-Vote Certification attached. Maris provided report as well.

**New Business:**

1. Other Discussion We discussed that someone had taken an interest in the Secretary position and it was discussed that we offer her the Golf Committee Chair and other committee work.

Next Meeting Date: October 11, 2018 at 7:00 Via Teleconference

Adjourn: 9:16PM