



St. Albans Skating Association

Board of Directors Meeting Minutes

August 10, 2026 6:00 PM

Mable Room - NCSS

Attendees – *In-person* – Kevin Smith, Kelsey Rouleau, Ryan Ovitt, Jason Brace, Chris Heald, David Blatchly, Mike Irwin, Andy Norris, Adam Routhier, Colin Branon, Nate Liese, Emily Norris. *Virtually*: none

Absent – Danielle Snelling, JP Routhier, Joe Montagne.

Guests – *In-person* Jeremy Glerum.

Virtually: Heather Gonyeau

Meeting called to order 6:01 PM.

1. **Minutes Approval** – Minutes presented from the July 13th Board meeting moved for approval by Emily Norris, 2nd by Jason Brace. Unanimous – motion carries.
2. **Public Comment** – none.
3. **Head Coaches report** – Chris Heald reported for Tommy. Summer sessions have been a struggle to staff. Need to look at deeper commitment for next season.

We still don't have a master schedule from CPSC. This is needed in order to be prepared for the VSAHA schedulers meeting happening 08/30/2026. Every team 10U – 14U needs to have a representative present at the schedulers meeting 08/30. This is not optional and the State is creating some efficiencies around this by scheduling specific age groups at set times so people can plan accordingly.

September ice is secured at Gutterson and Leddy for the split season teams.

Tri-State girls hockey program continues to meet and Tommy has been involved in those discussions. Northern Female Hockey League (NFHL) now has 4 teams. Our 14U T2 Girls team is participating in this.

Adam and Chris participated in a VSAHA meeting regarding the Avario scheduling platform that VSAHA is rolling out. This session has been recorded if others want to view.

Away tournament scheduling discussion around what tournaments the organization schedules vs. what tournaments the scheduling staff for each team schedule. What is the budget for away tournaments? A policy will be created to define these parameters and provided to coaches.

4. **Fundraising** – Season kick off is happening September 27th and planning is well underway. Adam, Kelsey and Danielle have been coordinating the event and schedule. This event will not only kick off the season, but it also will kick off the fundraising efforts for the year. Jersey's will be handed out, coaches meetings will occur for each team, team and individual photos may be taken. Kevin to cover attendance, scheduling, discipline, etc. Mandatory attendance (Board & Membership) will make this event most effective. Food trucks will be available for families and participants. This is a great way knock out many of the things that seems to drag on throughout the season and handle it all at once. Being the inaugural season for this idea we can hear the feedback and make improvements as we go forward. We'd like to get this out via email and social media to promote the event and communicate the mandatory nature of the event.
5. **Guidebook** – Ryan has been working diligently on the Guidebook. Ryan handed out 2 other organization handbooks and policies highlighting the differences and similarities between the two. Guidebook is intended for all parents, families, coaches, etc. to be able to find clear definitions and policies governing the organization. Ryan reviewed the draft Table of Contents that he is considering for the guidebook. The initial lift in placing all this into one document will be significant, but once there annual updates will be much easier to manage.

6. **Complex Committee** – Dave and the complex committee have now met with Tim and the CPSC team for the second time recently. A tracker (via spreadsheet) has been created and is being used to monitor topics, completion, etc. Topics recently discussed include:

Cell Phone Policy discussion surrounding who is responsible for managing the cell phone policy.

BFA Banners – hung on the ice side of the nets. Revised logo is being prepared for final approval. Luke Cioffi has offered to run the auction of the old banners.

Holiday and School break ice time – ability to have ice around the holidays. This is being included in the lease for the 26/27 season.

Classroom upgrades will include 85” TV to replace the chalkboard. UVM has a significant amount of used furniture which Dave and Tim will visit together as possible replacement for the classroom furniture.

Removing the old speakers – this can not be done as those speakers are for the mass evacuation requirements.

Netting – Tim is willing to revisit the netting once the ice is in and lights are on. If replacement is needed Tim has committed to providing net replacement and has negotiated a 2-week turn time with the vendor.

Lease agreement has been discussed and is in negotiation. A 5-year lease term is being discussed with annual increases agreed upon before signing. Any modifications will need to be reviewed and approved by the CPSC Board, etc. SnackBar and Skate Shack rates remain the same.

CPSC has expressed appreciation for the SASA Board and willingness to work together on the varied items. The collaboration and commitment is noticed and appreciated.

7. **Discipline Policy** – motion to approval the as presented Discipline Policy by Chris Heald, 2nd by Colin Branon. Unanimous – motion carries.

8. **New Business** – Jason Brace is in charge of the video committee and we are looking for folks to record games as well as any experienced hockey people to break down video. Video recording, like penalty box, clock, etc. will not count toward volunteer hours. SASA owns the camera and laptop for streaming to YouTube.
9. **Old Business** – none
10. **Enter Executive Session** - Motion to adjourn and go into Executive Session at 7:47PM by Emily Norris, 2nd by Jason Brace – Unanimous – motion carries.
11. **Exit Executive Session** – Motion to come out of Executive Session at 8:19PM by Andy Norris, 2nd by Colin Branon. Unanimous – motion carries.
12. **12U Girls** – motion to move all second year 10U girls to the 12U girls team by Chris Heald, 2nd by Nate Liese. Unanimous – motion carries.