

Wakefield Youth Skating Association
June 9, 2014
Meeting Minutes

Attendees:

Brian Casey
Patti Domingo
Joe Gaffney
Fran Harrington

Kevin Martin
Jeff McGann
Ellen Riley
Cheryl Sartori

Jim Sullivan
Bill Welch
Christine Wilson

Public Participation: None

- **Review of Previous Minutes:** The May 29th annual meeting minutes were reviewed and a motion was made to accept the minutes with one correction to the section this year's accomplishments, Ran a try hockey for free day in November and January. The motion was passed by the board.
- **Financial Update:** Ken was not present to review the current financial reports. Jim has called or emailed the outstanding A/R accounts.
During next month's meeting, Jim will provide a demonstration of the excel spreadsheet program that highlights expenses based on the teams and number of players. In order to see if there are additional player drops, Ken will be asked to provide a list of 2014 player accounts that have not made the first or second payment as of July 14th when we meet.

Miscellaneous Business topics:

- **Practice Ice Requirements** – With the addition of girl's teams, another sheet of practice ice will be needed. Jim and Brian have been calling different rinks in the area to see if they have a sheet of ice available from September through March.
Fran to ask Mike Boudreau and Casey Hart if they have any interested in practice ice at Hockeytown 4:30 or 8:30 for the girl's teams.
Bill suggested using the Saturday morning ice time and split the ice with the 2 girls teams and the middle school girls program intro to hockey in the middle of the ice.
- **Shirt Purchase and Feedback** – Parents seem to be happy with the decision to put the names on the back of the shirts. Jim discussed new socks; there is a standard red stock with gray and white. The board agreed with using a standard red sock design. Tim will work on the purchase order for socks.
Fran asked about jerseys for the 4 part-time bantam goalies. The board agreed that the organization would have goalie jerseys for the players, if they want the new shirt with their name on them, they can purchase them for \$35.00. Fran to email parents once the email goes out to the organization.
- **Flynn Rink Ice** – The group discussed the Flynn ice, Jim is waiting to hear if there is any earlier ice time. He doesn't believe that there is an earlier time. The board will not make a final decision until the contract is received.
- **Girls Summer Skills** – a registration form has been opened on the website for summer skills.

- Skills Meeting update – Brian provided a review from the coaches’ meeting where skills for next year was discussed.

There are 3 options regarding skills:

1. WYSA coaches take over Monday and Sunday skills, and Sunday LTS.
2. Hybrid approach with WYSA coaches and Tier 1 on the ice together.
3. Keep Tier 1 for skills and work with Jamie to ensure that the instructors are working from a provided plan and skills that the organization has put in place.

The decision on skills comes down to commitment from the coaches to attend and participate in skills each week. Brian has sent out an email to the coaches soliciting feedback on the different options. He will share with the group the results of the email.

The board also discussed how to break up the teams into groups to ensure that each team has the same amount of skills. There are 4 sheets of ice that can be used for skills, Monday 5:20 and 6:30, Saturday 9:10 and Sunday 1:00. The teams can be broken into 4 groups so that each team would have Monday night skills every other week. The Saturday and Sunday time slots are dependent on each team’s game schedule.

A follow up meeting with the coaches will be scheduled once Brian has collected the information from his email.

- Player movement – One player has dropped from the Pee wee division. Before the season begins all player movement is based on the tryout evaluation numbers. Jeff McGann will speak to the Pee wee coaches to discuss player movement.

Functional Report

All Other Business

- During the annual meeting Joe Gaffney was voted in as the Coaching Coordinator, because this position was not up for re-election, but was an open position, it should have been an appointment for the remainder of the term instead of on the ballot. A motion was made to appoint Joe Gaffney as the Coaching Coordinator for the remainder of the term, (2015). The board discussed the role of the coaching coordinator and the motion was passed by the board.
- A motion was made to create a non-voting position for the appointment of 1 year for the Safety Coordinator. The safety coordinator will process all CORI forms and keep track of Safe Sport module completion for the coaches. The motion was passed by the board. A motion was made to appoint Cheryl Sartori as the Safety Coordinator. The motion was passed by the board.
- Financial Hardship Sub-committee – A motion was made to appoint Brian Casey, Jim Sullivan and Ken Jenkins to the financial hardship sub-committee for the 2014-15 season. The motion was passed by the board.
- Bill asked that the board change the October meeting so that the meeting takes place before picture night. The meeting will be moved to October 6th.

The next meeting is scheduled for July 14th at 7:00pm at the Public Safety Building
Meeting Adjourned 8:40pm

Action Items

- Ken to investigate using Intuit direct withdrawal from the bank as a payment option. (not discussed at the June meeting please provide an update)
- Jim to provide a demonstration of the Excel spreadsheet that is designed to show cost per player and team size.
- Ken to provide a list of 2014-15 accounts that have not made a payment. (1st and 2nd payments will be due by the July 14th meeting)
- Patti to ask Peter about the Everett rink available ice
- Fran to ask Mike Boudreau and Casey Hart about Friday practice ice. (4:30 or 8:30 at Hockeytown)
- Fran provide a list of practice ice time preferences from the coaching applications.
- Bill to email all of the girls from the Learn to Play Hockey Middle School girls program about summer skills.
- Bill to complete the application for the girl's teams to participate in the Middlesex Girls Yankee League.
- Tim to work on a purchase order for the socks, red sock with gray and white stripes.
- Team rosters to go to Stoneham Sports
- Email 4 bantam goalie parents about shirts
- Set up a meeting with coaches to discuss skills after review of email results.
- Jeff McGann to follow up with Peewee coaches regarding player movement.
- Contact Linda to change meeting from Oct 14th to the 6th and check on August 21st coaches meeting.
- Age directors work with coaches on submitting names for assistant coaches

Wakefield Youth Skating Association
July 14, 2014
Meeting Minutes

Attendees:

Brian Casey	Fran Harrington	Cheryl Sartori
Patti Domingo	Ken Jenkins	Bill Welch
Joe Gaffney	Jeff McGann	Christine Wilson
Don Dubuque		

Public Participation: None

- **Review of Previous Minutes:** The June 9th meeting minutes were reviewed and a motion was made to accept the minutes. The motion was passed by the board.
Action Items from the previous meeting were reviewed. Items that were not discussed or completed will be placed on this month's minutes.
- **Financial Update:** Ken provided an update on financial activities. An A/R report was not available and Ken will email the details to Brian Casey once all accounts have been set up on-line.

Miscellaneous Business topics:

- Practice Ice Requirements – Based on available ice, the GU12 and GU14 teams will practice on Sunday mornings 8:00am. Bill to inform the Yankee League to not schedule Sunday morning games. A schedule was set up based on coaching preferences; Joe and Brian are reviewing the details before the email goes out to the coaches.
- Game Jersey Order and Storage – the shirts have been ordered and should arrive in 4 weeks. Once Christine has been notified of the shirt arrival, the board will select a date to meet, verify the shirt order and organize the shirts. The shirts can be stored in lock up until August 28th shirt pick up night. Tim is ordering the socks.
Practice Jerseys – Christine suggested that a new practice jersey be offered this year and the board agreed on gray. The jersey will be added to the Stoneham website. The board needs to review the current selection on the Stoneham Sports website and provide recommendations if we want to add new items.
- Hardship Request – discussed in executive session.
- Refund Request – discussed in executive session.
- Goalie Shirts – 3 part-time bantam goalies would like their own shirt with their name on them. The families were contacted through email that they would be charged \$35 for the shirt. Fran will provide names to Ken for billing purposes.
- Flynn Rink Ice – no update
- Patching for coaches – All on-ice help must be registered with USA Hockey as volunteers. The USA hockey class schedule will be made available shortly. The board needs to decide on a date for completion of class and online modules. The safe-sport module is an online module that must be completed by all coaches and volunteers.
Patti will let the age directors know if a coach is not registered with USA Hockey by 8/21. This will allow time for follow up during the coaching meeting.

- Skills Discussion – Brian Casey received 21 responses from coaches regarding the current skills model and a possible change to the current plan.
5 coaches preferred Option 1 – (WYSA coaches take over skills)
7 coaches preferred Option 2 – (Hybrid with WYSA coaches and Tier I)
7 coaches preferred Option 3 – (Current model Tier I)
2 coaches stated no to Option 1, but did not have a strong preference for Option 2 or 3.

Brian has discussed skills with Jamie. Jamie suggested WYSA coaches helping with the cross ice station to free up one of the Tier I instructor so that they can rotate through the stations and help the other instructions.

The board discussed having one WYSA coach also rotate through the stations to help with corrective action for individuals.

The board discussed Sunday 1:00 skills; this has traditionally had the fewest attendees for skills. Joe would like to see coaches sign up for the Sunday 1:00 ice. The coach will be present on the ice, have a plan for specific drills and this should encourage more players to attend. Also discussed was how to make Sundays different so the kids want to attend. The board discussed possibly offering power skating during this time slot.

Brian will speak to Jamie about the Sunday schedule; currently the Tier 1 staff is on the ice for the LTS at 12:00 followed by skills at 1:00.

- Player Movement – no movement at this time.
- Coaches Meeting – the coaches meeting is scheduled for 8/21. The board needs to discuss the agenda for the meeting as well as any forms/materials that the coaches should have.

Functional Report

- Clinics – Christine is working with Brian Donahoe on summer skills dates/times. Brian Casey will speak to Malden rink about reserving the ice.
Girls Summer Skills – about 20 girls have been attending the Tuesday night skills.
- I-Mites – A motion was made to sponsor Try Hockey for Free on November 8th and February 21st during the 9:00 timeslot. The motion was passed by the board.
Bill made a motion to order I-Mite jerseys (13 white, 13 gray and 13 black). The motion was passed by the board. Bill will speak to Tim about the order.
- Mites – nothing to report
- Squirts – nothing to report
- Peewees – There have been 3 players drop. The board will monitor the team size closely.
- Bantams – B2 goalie evaluation will take place on 7/22. He is from Medford and looking for a full time team. A new player may be added in August, the child is attending learn to play hockey in Reading. Fran has spoken to the parents and offered additional summer resources; private skating lessons and Bruins FUNdamentals program. The parents agree the child's safety is the most important concern. It was suggested to see if Medford has a house league for the Bantam age.
- Midgets – nothing to report. Letters and team placement has not taken place.
- Coaches – The following motions were made for coaching assignment.
Motions were made to nominate:
Mike Boudreau as the Bantam 2 assistant coach
Pete Burns and Dave Doherty as the Pee wee 1 assistant coaches
Glen Seabury as the Pee wee 3 head coach

Dennis Reilly as the Pee wee 3 assistant coach
Mike Mondello and Kevin Wesley as the Squirt 1 assistant coaches
Paul Carangelo and Robert Guida as the Squirt 2 assistant coaches
Steve Fata as the Squirt 2 team manager
George Carino and Jack Haggerty as the Squirt 3 assistant coaches
Matt Leary as the Squirt 4 head coach
Brian Purcell and Brian Casey as the Mite 1 assistant coaches
Chuck Reeves and Andrew Reed as the Mite 2 assistant coaches
Tommy DePrizio as the Mite 2 team manager
All motions were passed by the board.

All Other Business

- Policies and By-Laws – Fran asked that the board consider making changes to the by-laws regarding board members attending meetings. Currently there isn't a by-law that outlines the requirements or expectations for board members to attend meetings. If a board member is not in good standing and participating in the meetings, the board may not have a quorum when voting. The board is negatively impacted under these circumstances and should have the ability to rectify the situation. Brian Casey will review the by-laws and this can be discussed next month and determined if this should go to sub-committee.
Also, discussed was the Player Call-Up policy. This policy is not being followed and the board should modify it to reflect what steps should be taken when a player is needed to play for another team. It was suggested that age directors keep track of call ups so that the board can ensure that the policy is being followed. This will be discussed at the next meeting. Any changes should be identified before the coaches meeting so that everyone understands the policy.

The next meeting is scheduled for August 11th at 7:00pm at the Public Safety Building
Meeting Adjourned 9:35 pm

Action Items

- Ken to investigate using Intuit direct withdrawal from the bank as a payment option. (not discussed at the June meeting please provide an update)
- Jim to provide a demonstration of the Excel spreadsheet that is designed to show cost per player and team size
- Ken to provide A/R report by July 20th
- Bill to inform the Yankee League to not schedule Sunday morning games
- Bill to speak to Tim about sock order and ordering the I-Mite jerseys
- Christine to work with Stoneham Sports on new practice jersey
- The board to review the current selection of items on the Stoneham Sports website and provide recommendations to Christine
- Fran to send Ken the 3 bantam part time goalies for shirt payment
- Email to go out about USA Hockey registrations
- Patti to identify all coaches not registered by 8/21 and follow up with age directors
- Board to identify deadlines for this year's patching and Safe Sport requirements
- Brian Casey to follow up with Jamie on Sunday's schedule

- Fran to research house leagues for bantam aged players
- Brian Casey to review by-laws

**Wakefield Youth Skating Association
August 11, 2014
Meeting Minutes**

Attendees:

Mike Boudreau	Fran Harrington	Chuck Reeves
Brian Casey	Ken Jenkins	Ellen Riley
Joe Gaffney	Kevin Martin	Jim Sullivan
Don Dubuque	Jeff McGann	Bill Welch

Public Participation: Chuck Reeves attended the meeting; he is interested in learning more about helping out with the organization.

- **Review of Previous Minutes:** The July 14th meeting minutes were reviewed and a motion was made to accept the minutes with two edits, under Peewees - 3 players have dropped. And under assistant coach nominations, the coach's name is Jack Haggerty. The motion was passed by the board.
- **Financial Update:** Ken provided an update on financial activities. An A/R report has been distributed to age directors, the total tuition billed is approximately \$305,000. With multiple family discounts and early payment discount, the total participation fees are approximately \$289,875. There is approximately \$100,000 in outstanding A/R. The last payment is due at shirt pick up night. Ken has also paid bills for this season, this included: \$52,000 for the Valley League, \$7,200 to Stoneham for the Imite buzzer league and \$1,800 for the socks. There is a small amount of A/R from the 2013-14 season, Ken suggested letters should go out to the families.

Miscellaneous Business topics:

- Financial Tool - Jim provided an overview of the costs of the program based on the number of teams and players. The excel spreadsheet tool has provided a projection to help the board anticipate costs and miscellaneous expenses for the season.
- Practice Ice Requirements – The practice schedule has gone out to the coaches, there aren't any changes. Mike B. asked if the Friday night ½ sheet of ice at 5:20 could be used by the girls when they have conflicts on Sundays. Bill has spoken to the league to work around the practice schedule, so there shouldn't be conflicts with Sunday. The use of the Friday night ice has not been finalized.
- Shirt Pick up night – the date has been changed to Tuesday, August 26th due to the Galvin Middle School open house and a soccer board meeting on the 28th. Shirt pick up night will take place at the Crystal Community Club which should alleviate parking issues downtown. Set up for the shirt pick up night will begin at 6:00. The website and emails have advertised shirt pick up 7:00-9:00. Ken, Brian and Jim will be available to address any payment plans that need to be set up.
- Preseason camp volunteers – Volunteers are needed to collect money from walk-ins at the preseason camp in Malden. Christine is checking to see if Brian D. will be available. Based

on availability of others, an email will be sent out asking for volunteers if necessary when the date gets closer.

- Coaches – motions were made for the following people to be nominated
Mark Lococo and Josh Granville as assistant coaches for the Squirt 4 team
Scott Defeo and Billy Burke as the assistant coaches for the Girls U14 team
Patti Domingo and Bill Herzog as the assistant coaches for the GU12 team
Denis Chisholm as the assistant coach for the Peewee 2 team and Brian Riley as the manager for the Peewee 2 team
Steve Farrell as the assistant coach for the Bantam 1 team
Ryan Burns and Brian Donegan as the assistant coach for the Imite Black team
Dave McCarthy and Dave Vater as the on-ice help for the Imite Black team
Dave Tucker and Nick Camacho as the assistant coaches for the Imite Grey team
Rick Morris and Don Collins as the assistant coaches for the Imite White team
Rob Kimball and Chris Barber as the on-ice help for the Imite White team
Dan Flynn as the head coach of the Midget 1 team
All motions were passed by the board.
- Coaches Patching – Patti was not present, but asked Brian to address patching. The USA hockey courses are available on line. Fran to email coaches with the URL for the schedule. Patti will pull together USA hockey information for the coaches meeting.
- Coaches Meeting Thursday, 8/21
All coaches will be invited to the meeting. The meeting agenda is being drafted. Jim and Joe will work with Fran on putting together handouts and material for the meeting.
- Cancellations and Call Ups – The board discussed communication around game cancellations. It is recommended that all cancellations go through Christine. Christine was not present, this will be discussed with her before a final decision is made.
Call Up policy – the organization does have a policy. This policy needs to be reviewed and updated. For the time being the coaches will be told to communicate with the age director if a player call up is necessary.
- General Board responsibilities – Brian C. provided the policy for generic responsibilities of the board. There isn't any language regarding the ability to remove members if not compliant with their responsibilities. This policy will be reviewed by the sub-committee and will be brought back to the board at a future time.
- Skills – Brian C. spoke to Jamie Boyle regarding Sunday LTS and Skills. The Tier 1 staff needs a 2 hour commitment. Jamie has a few suggestions for the 1:00 ice time, this included: Sub-let the ice to the H.S JV team, since they have limited practices and invite another town to have cross-ice games. The Sunday ice begins in November; this will be discussed again in September.

Functional Report

- Purchasing Agent – a motion was made to nominate Bill Welch as the purchasing agent and equipment manager for the 2014-15 season. The motion was passed by the board.
Bill provided a list of equipment that needs to be purchased for the season. The board evaluated the smaller size goalie equipment to see they needed to be replaced. Bill has spoken to Play It Again Sports and they are willing to give the organization a 15% discount if WYSA will provide some advertising for them on the website. Bill will speak to them and

see if their pricing warrants the contract for the equipment.

A motion was made to allocate 1,200 for the replacement of equipment and purchase supplies. The motion was passed by the board.

- Clinics – Pre-Season skills is scheduled and emails have gone out. Christine will manage the Friday 5:20 ½ sheet of ice.
- Coaching Coordinator – Joe is still looking for feedback regarding skills and ways to make it better.
- I-Mites – Added 5 new imites to the program. Bill has 4 more kids that he is following up with regarding joining the program.
- Mites – nothing to report
- Squirts – nothing to report
- Peewees – nothing to report
- Bantams – B2 goalie evaluation took place, the child has decided to play for another team. The 5 goalies that have committed to helping out will cover the games. Christine will roster them on the 2 team so that they can cover both teams.
- Midgets – emails about team placement have gone out.

All Other Business

The next meeting is scheduled for September 8th at 7:00pm at the Public Safety Building
Meeting Adjourned 10:05 pm

Action Items

- Bill and Mike B. to follow up with the Girl's League director regarding the cost for the teams and upcoming meeting.
- Fran to email board about pre-season camp for volunteers if necessary
- Jim to find Parent Conduct form so that it can be distributed to parents
- Jim and Joe prepare agenda for coaches meeting
- Jim schedule Policy/By Law sub-committee
- Suggestions/Recommendations for Sunday 1:00pm ice from board

Wakefield Youth Skating Association
September 8, 2014
Meeting Minutes

Attendees:

Brian Casey	Fran Harrington	Ellen Riley
Patti Domingo	Ken Jenkins	Cheryl Sartori
Don Dubuque	Kevin Martin	Jim Sullivan
Joe Gaffney	Jeff McGann	Christine Wilson

Public Participation: John Pellerin and Jerry Markham from the Wakefield High School hockey coaching staff attended the meeting and discussed community service for the high school players and building a relationship between the two programs. The group discussed the following as possible ways to work together: on ice for cross-ice, participate in street hockey sessions on Saturday, coaches and players running skills during fall, and coaches offering additional coaching tips/suggestions for the youth program.

- **Review of Previous Minutes:** The August 11th meeting minutes were reviewed and a motion was made to accept the minutes. The motion was passed by the board.
- **Financial Update:** Ken provided an update on financial activities. The outstanding A/R is \$41,000, a large portion was collected at shirt pick up night. Ken has also payed the expenses that have accrued, which include: Valley League payment, Tier 1 Skills, Hockeytown and Malden (summer skills ice).

Miscellaneous Business topics:

- Midget - Marty sent an email asking the board to consider moving the midgets to the Martian League next year.
- Coaching Modules/Safesport – Patti is creating a list of all coaches and the modules that they need to complete, she will email the coaches. Everyone on the board and participating in the program needs to take safesport.
- Pinnies – Bill will be asked to look into cost of having 15 pinnies per team. These would be handy when there is an issue with similar jersey colors or during practice.
- Goalie Clinic – The goalie clinic will start immediately on Sundays at the Holland Rink. Christine will email the goalies to see who can attend. Jim will work on the contract for Gerogosian.
- Game Cancellations – All cancellations will go through Christine. She will work with the Valley League to reschedule and will keep track of number of cancellations.
- Picture Night – October 9th at Hockeytown. Stoneham Sports will be there with merchandise. If the board members can be available it would be helpful.
- Player Movement – If players are going to be moved, it should happen before picture night.
- Middle School Teams – the question was asked does WYSA want to continue to support a 6th grade team? There are two 5th grade teams playing in the Martian League this year, they were organized by parents. A motion was made for WYSA to sponsor a 6th grade team in the

valley league this year. The motion was passed by the board. A motion was made to nominate Chris Defeo as the 6th grade team head coach. The motion was passed by the board.

- Helmets On-Ice – reminder to all coaches and on-ice help that helmets are required.
- Assistant Coaches –
A motion was made to name Steve Boudreau as an assistant coach on the peewee 3 team. The motion was passed by the board.
- Fundraiser Dates – Jay Buckley would like to help with another fundraiser event this year. He has proposed two dates and after discussing the group decided to go with January 31st. Save the date and VL will be notified to reduce the number of games played that night.

Functional Report

- Clinics – Christine will schedule the teams for the Friday night ½ sheet and Monday night skills. There were a good number of players at the first night of skills.
- I-Mites – Nothing to report
- Mites – nothing to report
- Squirts – had their first games, squirts need more of the smaller socks.
- Peewees – Hockeytown has a tournament the weekend of 9/12-14, the PW1 team wanted to know if there was other ice to use for practice. PW3 has a skater that needs to be evaluated.
- Bantams – B2 has a drop, Ian MacDonald will not be playing this year.
- Girls – Patti brought up the idea of game on players and based on the skill level of the girls it wouldn't be helpful to have someone who is at a higher skill level on the ice with them. Patti would like to get the girls high school players involved in the program.
- Midgets – first games took place, still waiting for a midget 2 head coach.

All Other Business

- Pucks – please remind the coaches to put the puck buckets away after practice.

The next meeting is scheduled for October 6th at 7:00pm at the Public Safety Building
Meeting Adjourned 9:45 pm

Action Items

- Bill to research cost of pinnies (15 per team).
- Fran find schedule from last year's picture night.
- Christine will submit paperwork for 6th grade team and open registration.
- Brian Casey will write up a general description and philosophy for the 6th grade team.
- Jim will look for a sheet of ice for evaluations of 6th grade team.
- Christine to ask the VL to not schedule games the night of January 31st or early February 1st.

**Wakefield Youth Skating Association
October 6, 2014
Meeting Minutes**

Attendees:

Brian Casey	Fran Harrington	Cheryl Sartori
Patti Domingo	Kevin Martin	Jim Sullivan
Don Dubuque	Jeff McGann	Bill Welch
Joe Gaffney	Ellen Riley	Christine Wilson

Public Participation: No public participation

- **Review of Previous Minutes:** The September 8th meeting minutes were reviewed and a motion was made to accept the minutes. The motion was passed by the board. Action Items from September's meeting were reviewed, Brian Casey will email the board the philosophy for the 6th grade sponsored team. The evaluation for the 6th grade team will take place Saturday, October 18th. Fran will work with Chris Defeo regarding what needs for the evaluation process.
- **Financial Update:** Ken was not able to attend the meeting, the A/R report was emailed to Brian and copies were distributed. Age directors will follow up with families that have a balance.

Miscellaneous Business topics:

- **Player Movement** – a motion was made to move Andrew Quinn from the PW3 team to the PW2 team. The player has been evaluated by the 2 and 3 coaches. The motion was passed by the board. Christine will update the VL roster. Patti will update the D10 roster. The board discussed the possibility to move an Imite player to the Mite 2 team. Bill will follow up with an evaluation and discuss with the parents. A motion was made to use electronic voting in order to move the player before the next meeting if necessary. The motion was passed by the board.
- **Picture Night** – Brian and Don will be at Hockeytown to set up and organize the early groups. Others have been asked to help out where they can. Bill will contact Kelly about moving the benches upstairs. Fran will send the picture schedule and rosters to Brian Casey.
- **John Pellerin Update** – Brian Casey has spoken to John Pellerin and John and his coaching staff will attend practices on 10/10 and 10/15. He will run the first 15-20 minutes of practice with the kids. The goal is to meet the kids and expose John to the youth program. John would still like to organize a Youth Hockey Night at one of the High School games this year.
- **Girls Skills** – The girl's teams have been placed in the Monday night skills rotation and Jamie has suggested that we schedule 1 or 2 additional teams during that hour. There have been approximately 20 girls showing up and the rest of the ice could be used for other teams.
- **New shirts** – there have been 2 complaints about the numbers peeling off of the new shirts. If anyone else has heard of problems let Christine know. Stoneham and manufacture will replace any shirt that is defective. Christine would like to submit the shirt order by the end of the week.

- LTS – 12 kids are registered for the first session. A notice will be going out to the elementary schools.
- LTP – Brian and Bill have been discussing the available ice for the LTP program. A motion was made to spend no more than \$1,100 for LTP ice for 4 weeks and to use no more than ½ of the ice during the 1:00pm Sunday skill ice for the remaining 18 weeks. The motion was passed by the board.
- Saturday X Ice – The board discussed options for the cross ice time slot. It was decided that the ice is to be used by the team assigned and it is up to the coach as how to best use the time. We will continue to call it X ice.
- Valley League All Stars – The VL is promoting all star teams at the Mite, Squirt and Pee wee levels. Christine will send out an email blast to the divisions informing people of the all star tryouts.
- Coaching modules/safe sports – rosters have gone out to the coaches for approval. The modules for specific divisions and Safesport are currently being completed. Patti will follow up with coaches regarding specific training.
- Goalie Clinic – Brian will follow up with Mike Geragosian regarding the attendance.
- Try Hockey for Free – the event is scheduled for November 8th 9:00am hour. Bill is working to find volunteers. A motion was made to spend no more than \$65.00 for coffee, hot chocolate and munkins for the event. The motion was passed by the board. Christine will send the flyer to the superintendents' office for approval to distribute.
- Fundraiser – Jay Buckley and the band have agreed to perform at this year's fundraiser the night of January 31st. Don and Ellen are still working on a location. The Elks does not have an elevator for the band to use for their instruments and speakers.

Functional Report

- Clinics – LTS 12 kids registered already.
- I-Mites – the Imite teams would like to go to Patriot's Place or Lynnfield Market Street for an event and at the end of the season go to Providence.
- Mites – The Mite 1 team would like to do a tournament over Thanksgiving and the Mite 2 team would like to attend a tournament over the holiday break.
- Squirts – the squirt teams have been struggling in parity and will most likely be moved.
- Peeweews – the peewee teams have been struggling in parity and will most likely be moved. Brian Casey noted that when the VL places the teams over the summer, the board must be vigilant to ensure that the teams are being placed where we asked them to be placed.
- Bantams – the D-10 playdowns will be held the weekend of October 17th-19th, we are waiting for the schedule and cost from the D10 board.
- Girls – the girls are having fun and learning.
- Midgets – both teams are doing well, there have been issues with having enough players.
- Coaching Coordinator – Coaches have been on the ice during Monday night skills, they are running the cross ice drill. There have been between 40 and 50 kids showing up and 5-6 stations on the ice. Joe is drafting on-ice curriculum for skills.

All Other Business

The next meeting is scheduled for November 10th at 7:00pm at the Public Safety Building

Meeting Adjourned 9:55 pm

Action Items

- Brian Casey to email the write up a general description and philosophy for the 6th grade team.
- Brian Casey to confirm ice for Saturday, October 18th evaluation time.
- Fran to follow up with Chris Defeo on supplies needed for evaluation
- Christine to update VL roster regarding PW 2 change. And update website
- Patti to update D10 roster regarding PW2 change.
- Bill Welch to follow up on Imite evaluation.
- Bill Welch to contact Kelly about moving the benches upstairs at Hockeytown for picture night.
- Fran to send Brian Casey picture schedule and rosters.
- Brian Casey to follow up with coaches regarding Saturday Cross Ice
- Christine send out an email blast regarding VL all star tryouts
- Brian to follow up with Mike Geragosian regarding attendance for goalie clinic.
- Christine to send Try Hockey for Free to the superintendents' office for approval to distribute.

**Wakefield Youth Skating Association
November 10, 2014
Meeting Minutes**

Attendees:

Mike Boudreau	Fran Harrington	Cheryl Sartori
Brian Casey	Ken Jenkins	Jim Sullivan
Patti Domingo	Kevin Martin	Bill Welch
Don Dubuque	Jeff McGann	Christine Wilson
Joe Gaffney	Ellen Riley	

Public Participation: Maureen Wood, who worked with Bill on the Middle School Girls Learn to Play program and is coaching the Lady Generals team this year joined the meeting to discuss the benefits on the Middle School Girls LTP program. She hopes that WYSA can continue to offer this program to encourage more girls to try hockey. There were 2 girls that were referred back to the LTP program. The Generals goalies also play for the WYSA teams and she wants them to take advantage of the goalie clinics.

- **Review of Previous Minutes:** The October 6th meeting minutes were reviewed and a motion was made to accept the minutes. The motion was passed by the board.
- **Financial Update:** Ken profited a profit and loss and A/R reports. The board reviewed the current financial situation.
A motion was made to refund the Cable family \$200 for their registration fee. The child is an Imite and attended tryouts, did not stay on the ice and has decided not to play this year. The motion was passed by the board.

Miscellaneous Business topics:

- Fundraiser Update and Raffle – This year’s fundraiser will be held at the Saugus Everett Elks located on Main Street in Saugus. The cost for the venue space is \$250.00. The Elks reduced the rate by 50% for our organization. A sub-committee is being formed to work on soliciting donations. The raffle tickets have been coming in. Ellen pulled the winners for the first 10 days and the names will be posted on the website.
- Pinnies – Bill received quotes the cost of pinnies from Dynamik and Stoneham Sports. The Dynamik price is \$3.50 per pinnie and the Stoneham price is \$3.25 per pinnie. A motion was made to allocate \$536 for the purchase of 170 pinnies at the cost of \$3.25 a piece. The motion was passed by the board.
- Coaching Clinic feedback – Some age directors have received negative feedback from the coaches that attended the USA Hockey required classes. They felt that the class was a duplicate of the previous patching level class. Patti will share this with the District 10 board.
- Policy sub-committee and bylaws – Jim distributed a draft of the Review of playing rules policy. The sub-committee has drafted new language that is more in line with what currently happens. The intent to change the policy will be made public and at the next meeting the board will discuss and decide on final changes.

- John Pellerin update/ Youth Hockey night – The WHS coach John Pellerin has reached out to the organization to offer youth hockey events at the high school games. The first game on December 17th, John would like 5 WYSA players to attend and stand on the ice with the starting line for the National Anthem. He would also like to organize a Youth Hockey Night on Monday January 5th at Loconte for the kids to wear their jerseys and cheer on the high school team. The board agreed that these are great steps in having the two organizations work together.
- Try Hockey for Free – the first event had 17 kids ages 6 and under. There will be another event in the winter. Bill had members of the high school boys team on the ice to help.
- Learn to Skate – there are already 30 kids registered the program begins November 30th.
- Girls Teams – The girl's teams will be competing in a tournament in Brattleboro VT the weekend of January 10th. Mike B. will contact the league to make sure they are not scheduled for any games that weekend. Patti reminded the group that Mass Hockey requires a travel permit when traveling out of state.
- Valley League All Stars – an email to the organization went out about this program. The tryout date was changed and the event had not taken place as of 11/10.
- Tournaments – Each team is eligible for up to \$400 in reimbursement for a tournament or 50% of the tournament cost. The Mite 2 team will be participating in the Bruins Holiday tournament and Pee wee 2 team is going to the Hooksett NH tournament.
- Board Positions – the board is still looking for a treasurer, if you know of anyone in the organization with an accounting/business background please let Brian know. Also, the organization will be looking for a new midget director for next year.

Functional Report

- Clinics – Learn to Play hockey has 15 kids registered and there are 2 girls registered for the Middle School LTP program. In order to encourage more kids to try to the program, a motion was made to offer 4 weeks of Middle School Girls LTP for free in lieu of the current paid program. This would include girls ages 9-14 and will run during the 1:00pm Sunday time slot on 12/14, 12/21, 12/28 and 1/4.
The board discussed the 1:00pm ice and the two LTP programs will not use more than ½ of the sheet of ice.
The motion was passed by the board.
Ice has already been purchased for the first 4 weeks of the LTP program. With the current registration number of 15, the ice will be shared with one of the Imite teams for the remaining 2 weeks. (The imites have 3 teams and split the ice in 1/3 at the 9:00 time, this will allow one team to have a ½ sheet with LTP and the remaining 2 teams will each have a ½ sheet for their practice).
- I-Mites – the Imite teams would like to go to Patriot's Place in Foxboro January 3rd to play. They will invite another town to play against them. The cost is \$230 per hour. A motion was made to allocate \$345 to the Imite teams for this event. The motion was passed by the board. Motion made to move I-mite player Roycroft to the Mite 2 team. The motion was passed by the board.
- Mites – The Mite 1 team would like to do a tournament over Thanksgiving and the Mite 2 team would like to attend a tournament over the holiday break.
- Squirts – Don has received complaints about the new socks having more holes than normal, plus there are still kids with socks that are too big. A motion was made to find out what the

minimum sock order is and to allocate \$240 for additional socks. The motion was passed by the board.

- Peewees – nothing to report.
- Bantams – the D-10 playdowns took place the weekend of October 17th-19th, The B2 team won their first game and lost their second game. The B1 team won their first 2 games and lost in the finals to Wilmington.
- Girls – they have scored and have won a game.
- Midgets – there are only 2 games left for the midget season.
- Coaching Coordinator – nothing to report.
- District Representative – Patti reminded the group that the D10 playdowns will be held the weekend of January 17th-19th.
- Equipment – 2 replacement jerseys have come in due to the numbers cracking and peeling off. Chritine said that the issue is with the 2 colors used for the numbers. The black goes on first and the white appears to be pulling off of the black. Bill noted additional pucks are needed. A motion was made to purchase 100 pucks at the cost of \$105. The motion was passed by the board.

All Other Business

The next meeting is scheduled for December 8th at 7:00pm at the Public Safety Building
Meeting Adjourned 9:50 pm

Action Items

- Age directors to follow up on A/R.
- Ken to write check for Cable family.
- Ken to adjust account for Roycroft, the increase is the difference between Imite and Mite.
- Bill to order pinnies
- Bill to order replacement socks
- Bill to order pucks
- Patti to follow up with D10 board on coaching clinic feedback
- Board to provide potential treasurer candidates to Brian

**Wakefield Youth Skating Association
December 8, 2014
Meeting Minutes**

Attendees:

Brian Casey	Fran Harrington	Ellen Riley	Bill Welch
Patti Domingo	Kevin Martin	Jim Sullivan	Christine Wilson
Don Dubuque	Jeff McGann		

Public Participation: No public participation

Review of Previous Minutes: The November 10th meeting minutes were reviewed and a motion was made to accept the minutes. The motion was passed by the board.

Financial Update: Ken did not attend the meeting and A/R was not discussed. Ken will send A/R report to age directors.

Miscellaneous Business topics:

- Fundraiser Update and Raffle – The calendar raffle is over, Ellen will send names and addresses to Ken so that checks can be written out to the winners. Don printed the tickets for the January 31st fund raiser, the cost for a table is \$200 for 10 tickets or \$25 per person.
- High School Boys and Girls Donation – A motion was made to make a donation to the Wakefield H.S. boys and girls hockey teams in the same dollar amount allocated last year. The motion passed.
- Playdowns for Squirts - Peewees – The tournament will be held Martin Luther King weekend (January 16th-19th) at the Everett rink. Coaches to be reminded about finishing up their patching requirements before December 31st. Patti has a report of those that have completed sessions.
- New Progressive Penalty policy – USA Hockey has instituted a new progressive penalty policy, this has to do with players who commit multiple major misconduct penalties. The new policy will be distributed to the coaches.
- Shirts for LTP – Bill made a motion to purchase 40 shirts for the Learn to Play program not to exceed \$600. The shirts cost \$15 apiece; the purchase is for 30 smaller size LTP shirts and 10 for the middle school age girls. For the first session, Bill used the remaining supply of shirts from last year. The motion passed.
- AR meetings – the board discussed whether or not a separate AR meeting should take place in order to speed up the regular meeting. The suggestion was to hold the AR meeting after the monthly meeting business has completed.
- Policy subcommittee and bylaws – at the November meeting the Playing Rules Policy was discussed. A notice was placed in the newspaper that policy changes would be voted on in December. The following proposal was made:
 - The Playing Time Policy
 1. To the best of the coach's ability, all ice time is to be as equal as possible based on the game situation.
 2. Coaches will not have power play or penalty kill lines and will put the next line up regardless of the situation. This does not apply to playoffs or tournament play.
 3. For all games the coach is not restricted to equal ice time as stated in #1 in the last

3 minutes of the 3rd period and the last 3 minutes of any overtime period.

4. Goalies must split games as determined by the coach.

After discussion and agreed upon edits, the motion was made to change the policy to the proposed language above and this motion was passed by the board.

- High School team update on Youth Hockey night – The boy's high school varsity game on December 17th will have 5 squirt players representing the organization during the playing of the National Anthem. The squirt 3 team does not have practice on Wednesdays so they are available to attend the ceremony.

John Pellerin was looking to hold a youth hockey night on January 5th. That is a Monday night and WYSA skills are held on Mondays. Most of the youth teams are on the ice either at 5:20 or 6:30. Brian will reach out to John to see if another date can be selected.

- Valley League All Stars – a few Wakefield players have been named to the VL All Stars, the games are held primarily on Friday nights which conflicts with practice time.
- Tournaments - 5 teams are attending the Hooksett tournament, age directors were reminded about travel paperwork and please submit pictures after the event.

Functional Report

- Clinics – The board discussed the current LTS, LTP and Middle School Girls LTP programs. Christine is working on placing more teams on the ice on Mondays when the two girls' teams attend skills.

We need to look at more ice time for next year since we have more teams.

- I-Mites – Nothing to report
- Mites – The Mite 1 team made it to the semi finals in the Heseltine tournament over Thanksgiving weekend. The Mite 2 team would like to attend a tournament over the holiday break.
- Squirts –squirt 2 and 4 are going to the Hooksett tournament and Squirt 3s are attending the Bruins tournament.
- Peewees – Peewee 1 and 2 teams are going to Hooksett tournament. .
- Bantams – nothing to report
- Girls – both teams are attending tournament in Brattleboro VT.
- Coaching Coordinator – nothing to report.
- District Representative – Discussed under miscellaneous topics.
- Equipment – Bill purchased pinnies and they will take approximately 5 weeks to come in, he also orders socks and pucks. The socks will be distributed the kids that were given the wrong size and any extra socks will be made available for purchase.

All Other Business

- Discussed additional ice needed for next year.
- Discussed setting up a meeting for tryouts in late January

Meeting Adjourned 9:40 pm

Action Items

- Ken to send A/R report to age directors.
- Jim to follow up with Ken regarding the H.S. team donation last year.

- Age directors to follow up with coaches regarding patching and district playdowns.
- Jim to speak to Flynn about Thursday night ice
- Christine to work on Monday night skills additional teams when girls are attending skills.
- Jim to research Intuit for credit card payment
- Patti to look at expected numbers for next year's tryouts.
- Fran to book conference room for separate tryout meeting. (Thursday January 22nd 7:00pm)
- Bill research price for shooter tutor.

Motions

- High School Boys and Girls Donation – A motion was made to make a donation to the Wakefield H.S. boys and girls teams in the same dollar amount allocated last year. The motion passed.
- Shirts for LTP – Bill made a motion to purchase 40 shirts for the Learn to Play program not to exceed \$600. The shirts cost \$15 apiece, the purchase is for 30 small size LTP and 10 for the middle school age girls. Bill has used the existing supply of shirts for the first session. The motion passed.
- Policy change to player ice time

Wakefield Youth Skating Association
January 12, 2015
Meeting Minutes

Attendees:

Brian Casey	Fran Harrington	Jeff McGann	Jim Sullivan
Patti Domingo	Ken Jenkins	Ellen Riley	Bill Welch
Don Dubuque	Kevin Martin	Cheryl Sartori	Christine Wilson
Joe Gaffney			

Public Participation: No public participation

Review of Previous Minutes: The December 8th meeting minutes were reviewed and a motion was made to accept the minutes. The motion was passed by the board.

Financial Update: Ken distributed the Profit and Loss report. The group discussed the current financial state and the A/R report. Ken has been working on last year's reports for the auditor and they will be sent to the auditor this week. Age directors will follow up regarding outstanding A/R report and as a reminder balances need to be paid before tryouts in March.

Miscellaneous Business topics:

- Review of financials will take place on 1/22.
- Fundraiser Update and Raffle – Don held a brief fundraiser meeting and there are over 20 raffle items no including the autographed memorabilia. Don received a \$500 donation from Shaws. A picture with the store manager was taken last weekend at Hockey Town and the picture will be in the paper.
- Cheevers Grant – the group discussed submitting a grant for power skating. Don, Bill and Jeff will work on the final proposal.
- Roll up shooter tutor – a motion was made to allocate \$500 for the purchase of 4 shooter tutors. The motion was passed by the board.
- Coaches and Helmets – a reminder email will go out from Brian Casey regarding coaches must wear helmets during practice when they are on the ice.
- Forfeits/ Makeups – Christine provided a list of the games that need to be made up for the VL. At this time the organization has more games that they cancelled then the number of games that were cancelled on them. There is a monetary cost associated with this if the organization.
- Policy subcommittee and by-laws – a meeting has not taken place since the last board meeting.
- HS coach Youth Hockey Night – Brian is still working with the High School. coach, John Pellerin to find a date to hold a Youth Hockey night. We may participate in a food drive with the high school during this event.
- Girls Summer Skills – Patti has been asked if the organization will run summer skills again for the girls. The organization will need a commitment from the girls in order to pay for the ice and volunteers are needed. Also, the girls will have tryouts in March in order to determine the number of players that plan to sign up for next year's teams.
- There will be a tryout planning meeting on January 22nd in the Public Safety Building, the time will be determined based on other obligations from board members.

Functional Report

- Clinics – The board discussed the current LTS, LTP and Middle School Girls LTP programs. There are over 50 kids in the LTS program; a few are still using crates. The LTP had 22 kids and an additional 14 will be joining the session from the LTS program.
- I-Mites – The 3 teams participated in games at Patriot's Place. Pictures are on the website.
- Mites – Nothing to report
- Squirts –3 squirt teams competed in the Hooksett Tournament and all 3 won their division. The squirt 1 team won the Bruins tournament.
- Peewees – Peewee 1 and 2 teams are going to Hooksett tournament. .
- Bantams – nothing to report
- Girls – both teams attended a tournament in Brattleboro VT. The girl's had the Thursday night practice in Peabody. The ice surface is not great.
- Coaching Coordinator – nothing to report.
- District Representative – The play down schedule is out and will run from January 16th - Feb 1st. All squirt and peewee teams are participating. There are two coaches that did not complete their coaching certification; they will not be on the bench for play downs. The assistants for the teams have their certification and will be able to coach the team.
- Equipment – nothing to report

All Other Business

Meeting Adjourned 9:25 pm

Action Items

- Ken to send financial reports to auditor.
- Age directors to follow up regarding A/R report.
- Jim to provide Mike Boudreau with his list for the girl's teams.
- Brian to follow up with John Pellerin regarding Youth Hockey Night.
- Brian email to coaches regarding helmets.
- Christine to work with teams on makeup games.
- Reminder email to coaches about play downs alternate shirts or pinnies need to be on hand and if the team advances to the next round the parents need to pay for the game.
- Don, Bill and Jeff to complete Cheever's Grant by January 31st.

Motions

- \$500 was allocated for the purchase of 4 shooter tutors.

**Wakefield Youth Skating Association
February 13, 2015
Meeting Minutes**

Attendees:

Mike Boudreau	Don Dubuque	Ken Jenkins	Ellen Riley
Brian Casey	Joe Gaffney	Kevin Martin	Bill Welch
Patti Domingo	Fran Harrington	Jeff McGann	Christine Wilson

Due to a snow storm on Monday 2/9, the meeting was rescheduled to Friday the 13th.

Public Participation: No public participation

Review of Previous Minutes: The January 12th meeting minutes were reviewed and a motion was made to accept the minutes. The motion was passed by the board.

Financial Update: Ken reviewed the Profit and Loss report. The group discussed fundraiser receipts and the current financial state and the A/R report.

Miscellaneous Business topics:

- Fundraiser – Based on preliminary numbers the fundraiser raised approximately \$2,000 more than last year. Having the laptop and credit card reader made processing transactions easier. The sponsors from the raffles have been placed on the WYSA website. A motion was made to purchase gift certificates for the band members at the cost of \$250.00. The motion was passed by the board. Don will be drafting a thank you note for the sponsors.
- Fundraiser for Food Pantry – The board discussed sponsoring a food drop off event for the Food Pantry. An email and website update will be posted, the drop off will be the first week of March (3/4-6 during practice). Fran will check with Maureen Miller regarding what the food pantry needs for donations.
- Forfeit make-up games – As of now WYSA is at -2 for the the plus/minus game make up count.
- Bantam Player practice – we have a child that would like to play hockey next year and is new to the game. Fran and Brian have been working with the parents so that the child can participate in practice to work on their skills. Brian will follow up with the parents. A district 10 waiver will be submitted so that the child can play down at the peewee level next year.
- LTP/LTS alignment for next year – the board discussed the two programs and how to best align the programs for next year so that the kids are moving from one to the other as they progress. It was suggested that all players wear helmets and hockey gloves so that it isn't an issue if you have some kids with sticks and others without sticks. Bill and Christine will meet to discuss a proposal for next year.
- Quick Book upgrade – an upgrade to Quick Books would allow the organization to accept credit card payments similar to Pay Pal and this would eliminate the credit card charge back that the organization currently receives. A motion was made to purchase the Quick Books upgrade at the cost of \$250. The motion was passed by the board.
- Banquet – The banquet will take place the week of April 13-17th. Typically it is held on a Tuesday or Thursday. The group discussed changing the venue and the menu (Pizza and Salad). Brian will contact the Elks and the Civic Center regarding the dates.

- Policy Sub-committee – The sub-committee met and the proposed changes will be discussed next month when Jim is present.
- Girls Summer Skills Ice – Last year the program ran for 8 weeks. Mike Boudreau will work on organizing the skills session with volunteers.
- Tryout Schedule – the board reviewed the schedule and a few updates were made. The schedule will be placed on the website when the registration is opened. Coaching applications can be submitted now for next year's teams. (The board discussed finding a midget director for tryouts)
- Tryout Evaluators – the following names were submitted as evaluators for tryouts. A motion was made and the board approved the recommendations.
I-Mites – Patti Domingo, Mike Boudreau and Kevin Martin
Mites – Brian Casey, Chuck Reeves and Ron Monjo
Squirts – Chris Defeo, Robert Guida, Brian Casey, Matt Leary and Denis Chisholm
Pewees – Howie Melanson, Glenn Seabury and Laurie Baker
Bantams – Dave Corso, Brian Callahan and Mike Boudreau
Midgets – TBD
Girls – Patti Domingo and Mike Boudreau

Functional Report

- Clinics – Christine asked about reimbursement for USA Hockey costs for on-ice help. Patti needs a list of the volunteers so that she can verify that they sent her their USA Hockey number.
- I-Mites – Nothing to report
- Mites – Nothing to report
- Squirts – Nothing to report
- Pewees – Nothing to report
- Bantams – nothing to report
- Girls – the board discussed the goalie situation and the U14 level and the U12 goalie and player Wesley have been helping out in this position.
- Coaching Coordinator – Joe would like to address power skating at the next meeting.
- District Representative – 3 Wakefield teams are the runner up for the district and they will have to wait to see if any move on to the state tournament.
- Equipment – shooter tutors are in and at hockey town.
- Valley League Rep – still waiting for the rest of the schedule to come out. The mite playdown schedule is out.

All Other Business

Meeting Adjourned 9:45 pm

Action Items

- Don and Brian – draft thank you letter for fundraiser sponsors and send out.
- Fran follow up with Maureen Miller at the Food Pantry
- Brian Casey – follow up with parents about practicing with team
- Patti – forward D10 waiver to Brian Casey

- Bill and Christine to meet to discuss a proposal for next year's LTS/LTP programs.
- Brian Casey – contact Elks and Civic Ctr regarding the banquet. April 14 or 15.
- Brian Casey will send out the list of do's and don'ts for tryouts.
-

Motions

- Purchase gift certificates for the band members at the cost of \$250.
- Purchase the Quick Books upgrade at the cost of \$250.

Wakefield Youth Skating Association
March 10, 2015
Meeting Minutes

Attendees:

Brian Casey	Joe Gaffney	Kevin Martin	Cheryl Sartori
Patti Domingo	Fran Harrington	Jeff McGann	Jim Sullivan
Don Dubuque	Ken Jenkins	Ellen Riley	Bill Welch
			Christine Wilson

Public Participation: No public participation

Review of Previous Minutes: The Feb 13th meeting minutes were reviewed and a motion was made to accept the minutes with corrections. There were two small corrections in the minutes, under miscellaneous business, first bullet; Don will be drafting thank you notes for the sponsors. Omit the word sending. Under the bullet Tryout Schedule – Squirts Denis Chisholm’s name was left off of the evaluator list. The motion was passed by the board. The board reviewed the action items from last month.

Financial Update: Ken reviewed the Profit and Loss report. The group discussed the current financial state and the A/R report. Follow up will be done with phone calls and emails.

Miscellaneous Business topics:

- Tryouts – The tryouts start on Sunday, coaches should return their pinnies to Brian Casey on Wednesday or Friday so that they can be used during tryouts. Patti has the supplies for check in. The registration site will be left open until Sunday evening. The goal is to have everyone register on line.
Additional evaluators were discussed; a motion was made for Peter Nelson to be a peewee evaluator and for Robert Guida to be a mite evaluator. Both motions were passed by the board.
A motion was made to have the following people act as Goalie evaluators, Mike Gerogolian, Jeff McGann and Mike Boudreau. The motion was passed by the board.
A motion was made to name Dan Flynn as a midget evaluator. The motion was passed by the board.
- U-10 Girls – As or now Bill has 9 girls interested in skating on a U-10 girl’s team. Due to the fact that if there aren’t enough girls for this division the girls should be evaluated with the squirts so that they can play in that division if they choose to. Bill will follow up with the girls.
- Hat Trick Ice – this surface is approximately a 1/3 of a standard ice rink, they have ice available and Bill suggested that we book additional ice for skills, cross ice and power skating. Until the teams are set the board will not move on additional ice.
- I-mite shirts – A motion was made to purchase shirts for the I-mite players, this is in lieu of the kids going to a tournament, and the shirts are \$12.50 per shirt. The total cost will be \$687.50. The motion was passed by the board.

- Banquet – Brian checked on availability of the Civic Ctr and the Elks. The Civic Ctr cannot be used during the week while the Galvin students are using it for gym. Fran will call the high school to see if we can rent the cafeteria.
- Food Pantry Food Drive – Don brought two shopping carts to the food pantry on Monday, they were very thankful and Don told them that we hope to hold another drive in late August.
- Forfeit/Game make ups – the organization is a +1 right now.
- LTP/LTS alignment for next season – the conversation to discuss this did not take place; it will be addressed next month.
- Quick books upgrade – Jim shared the quick books statement that will be produced for each family during the next season. It breaks the payments out and sends an email invoice 15 days before the due date. We are hoping that this helps people organize their payments during the summer.
- Policy subcommittee and Bylaws – the subcommittee met and the suggested changes for purchasing agent and call up policy were shared. The board will discuss and vote on the changes next month. In accordance with the bylaws a notice will be placed in the newspaper that the board is voting on changing the policies.

Functional Report

- Clinics – Nothing to report
- I-Mites – Nothing to report
- Mites – Nothing to report
- Squirts – Nothing to report
- Peewees – The PW3 were at the cape this past weekend for a tournament.
- Bantams – Fran brought up the issue that the bantams have had a few games with one referee or referees that were not patched for the bantam level. The coaches have been completing the surveys. Don said that the squirts had the same issue over the weekend. Christine will draft an email to the valley league.
Jim would like to schedule a game between the second year bantams and the coaches for once the season ends. Jim will look for ice and Fran will ask the coaches to find out how many players are interested in participating in this game.
- Girls – The girls season is over, playoff start next week. There is going to be a summer skills program, Tuesday nights 8 weeks at 6:30. Patti spoke to Denis Chisholm about working with the girls. Patti is going to come up with a budget for the program. (Number of girls needed to break even).
- Purchasing – Bill purchase munchins for the Try Hockey for Free day, A motion was made to reimburse Bill \$94.11 for the Dunkin Donuts cost. The motion was passed by the board.
- Coaching Coordinator – Once the number of teams is determined the organization needs to look at ice to be sure that there is enough practice ice available.
- District Representative – Nothing to Report. Patti is working a waiver and looking for a bantam age goalie for next year.
- Equipment – Bill will pick up a case of pucks, the buckets are getting low again.
- Valley League Rep – the Mite playoffs are under way. The rest of the divisions should come out the last week in March.

All Other Business

Meeting Adjourned 9:45 pm

Action Items

- Age directors to follow up on assigned A/R accounts.
- Age directors notify coaches to return pinnies to Brian Casey on Wednesday and Friday so that they are available for tryouts.
- Bill to follow up with U-10 age girls and have them report to Squirt tryouts as well as Girls tryouts.
- Fran to contact the high school regarding using the cafeteria for the banquet.
- The board will be prepared to discuss and vote on the proposed policy changes.
- Christine to draft a letter to the valley league regarding referees not showing up.
- Fran to follow up with parents of a new player (peewee level)
- Jim to find ice for the second year bantam vs. coaches' game.
- Fran notify bantam coaches of the intended game and determine number of players.
- Send age directors the current list of coaching applications.
- Bill to pick up pucks.

Motions

- Approved \$687.50 for Imite end of the year shirts.
- Approved \$94.11 to Bill for munchins.

Wakefield Youth Skating Association
April 13, 2015
Meeting Minutes

Attendees:

Mike Boudreau	Joe Gaffney	Kevin Martin	Jim Sullivan
Brian Casey	Fran Harrington	Jeff McGann	Bill Welch
Patti Domingo	Ken Jenkins	Ellen Riley	Christine Wilson
Don Dubuque			

Public Participation: No public participation

Review of Previous Minutes: The March meeting minutes were reviewed and a motion was made to accept the minutes as presented.

Financial Update: Ken informed the board, the 2014 tax return has been filed with the state and annual report is available. The board reviewed the Profit and Loss report. The group discussed the current financial state and the A/R report. There are few outstanding bills for the 2014-15 season, everything should be wrapped up in a few weeks.

Miscellaneous Business topics:

- Banquet – Reviewed last minute steps and preparation for the banquet on Tuesday.
- Bantams – This year there were fewer than expected bantams trying out and more may choose to leave. The group discussed how to field two teams based on skill levels. Christine will reach out to the valley league to post a message that Wakefield is looking for bantam AA and A players.
The board next discussed the peewees, there are 52 skaters, and based on skill level it would be more appropriate to have 4 smaller teams instead of three large teams. The motion was made to allow the peewee division to have 4 smaller teams next year. The motion passed.
- Refunds were discussed in executive session, refer to executive session minutes.
- Middle school teams – the board was approached by Chris Defeo to see if WYSA to sponsor a 7th grade team next year. Traditionally the 7th and 8th graders play for the Generals, and that has only been for Galvin students. This would allow all 7th and 8th graders living in Wakefield the opportunity to play together. A motion was made; WYSA will sponsor a 5th grade team, 6th grade team and 7th-8th grade team next year. And an age director will be determined to help facilitate the program. The motion was passed by the board. The age director will need to be discussed at the next meeting and the board will need to determine the league for the teams to play in. A by-law change will be required for the new middle school position.
- LTS/LTP will be discussed next month.
- VL team placement – Christine has preliminary placement for the teams.
- Policy sub-committee & By-laws – The call up policy was reviewed at the last meeting. A motion was made to accept the call up policy discussed at the last meeting and replace the existing policy. The motion was passed by the board.

- Board for next year – the following board position’s term is up this year: Treasurer, Vice President, Secretary, and Coaching Coordinator, Age directors for Midgets, bantams, squirts, imites and girls. Christine will send email to organization looking for people interested.
- Tryouts – Brian commented on the Goalie tryouts, he thought having Mike Gerogolian evaluate was very helpful.

Functional Report

- Clinics – Nothing to report
- I-Mites –A motion was made to accept the following people as head coaches for the Imites. Black 1 – Bill Welch, Black 2 – Rick Defeo, Gray – David Vater, White – Drew Palmer. The motion was passed by the board.
- Mites – A motion was made to accept the following people as head coaches for the mites. Mite 1 – Kevin Martin, Mite 2 – Dave Tucker, Mite 3 – Marc Simoneau. The motion was passed by the board.
- Squirts –A motion was made to accept the following people as head coaches for the squirts. Squirt 1 – Joe Gaffney, Squirt 2 – Brian Casey. The motion was passed by the board. A motion was made to allow electronic voting for the squirt 3 and 4 head coach positions. The motion was passed by the board.
- Peewees – A motion was made to accept Howie Melanson as the Peewee 1 head coach. The motion was passed by the board. A motion was made to allow electronic voting for the Peewee 2, 3 and 4 head coach positions. The motion was passed by the board.
- Bantams – A motion was made to allow electronic voting for the bantam 1 and 2 head coach positions. The motion was passed by the board.
- Girls – A motion was made to accept Bill Burke and the Girls U14 and Mike Boudreau and the Girls U12 head coach. The motion was passed by the board.
- Midgets – A motion was made to accept Dan Flynn as the midget head coach. The motion was passed by the board.
- Equipment – Send email to coaches, equipment can be returned to Bill Welch at the banquet.

All Other Business

Meeting Adjourned 10:00 pm

Action Items

- Christine ask the VL to post WYSA looking for bantam skaters.
- Fran to define action plan for bantam division.
- Christine to send email to WYSA organization about open positions for next year.

Motions

-

Wakefield Youth Skating Association
May 11, 2015
Meeting Minutes

Attendees:

Mike Boudreau	Joe Gaffney	Kevin Martin	Jim Sullivan
Brian Casey	Fran Harrington	Jeff McGann	Bill Welch
Patti Domingo	Ken Jenkins		
Don Dubuque			

Public Participation: Don Collins joined the meeting because he has an interest in volunteering.

Review of Previous Minutes: The April meeting minutes were reviewed and a motion was made to accept the minutes as presented.

Financial Update: Ken is in the process of closing out the books for the last season's invoices. There are a few items that need to be added in, credit card fees, Hockeytown practice ice, and Valley League playoff games and banquet facility charge. Ken will be transitioning the treasurer work to Frank Leone, he will working with Frank to set up the new accounts for the next season. There were a few checks for coaches patching that need to be distributed, they checks were given to Fran to be mailed out.

Miscellaneous Business topics:

- Banquet feedback – the general feedback was positive, there was more room at the high school to spread out and Brian kept the evening presentation moving.
- New Invoice – Brian has drafted an email to the association explaining the new invoice process for next year. The board commented and gave suggestions to Brian, including adding a Frequently Asked Question section. The email will go out this week.
- Shirts and Socks – the group discussed shirts for next year, Bill will speak to Stoneham about a heavier weight for the shirt and socks.
- Refunds – Fran brought a bantam injury report to the board. Dan Cataldo missed 5 weeks (February 28 – April 6). A motion was made to refund the Cataldo's \$262.50 for the missed practice and games due to the injury. The motion was passed by the board.
- Middle School Teams – the board discussed sponsoring a 5th grade team, a 6th grade team and possibly a combined 7th and 8th grade team. In the June meeting the board would like to appoint an age director for the middle school programs for a 1 year term.
- Learn to Skate/ Learn to Play – The group reviewed the summary from a meeting that was held with Brian Donahoe and Jamie Boyle. A motion was made to move the LTP program to the same ice as the LTS program (Sundays 11:50), the cost is \$175 for the 15 week program and a WYSA representative will manage the promotion of the children from LTS to LTP. The age minimum for the program is 4 years old and the maximum is 8 years old. The motion was passed by the board.
- Tryout Process – Joe asked that the board discuss the current tryout process and to share this policy with the parents before tryout next year, allowing people to read it before tryouts begin. Following a discussion about the percentages that are used for tryout scoring, a motion was made to establish a sub-committee to address the tryout and team selection process. The

motion was passed by the board. The sub-committee will include: Mike Boudreau, Joe Gaffney, Jim Sullivan, Kevin Martin, Jeff McGann and Don Collins.

- The annual meeting will be held on May 28th.

Functional Report

- Clinics – Nothing to report
- I-Mites –N/A
- Mites – N/A
- Squirts –Joe asked if Christine could reach out to the Valley League to post a message looking for a squirt 1 goalie.
- Peewees – N/A
- Bantams – N/A
- Girls – Mike said that the GU14 team will have 2 part-time goalies and when the child isn't playing goalie they will skate out. A motion was made for the GU14 goalies to each receive a 25% discount, since they are splitting the goalie time. The motion was passed by the board.
- Midgets – N/A
- Equipment – N/A
- Purchasing – Bill is requesting that age directors determine what they need for goalie equipment and let him know.

All Other Business

- A motion was made to reimburse Mrs. Sullivan \$89.66 for the pizza at the 2nd year bantam vs. coaches' game. The motion was passed by the board.

Meeting Adjourned 9:43 pm

Action Items

- Fran to send out Coaches reimbursement checks.
- Brian to complete the letter to the organization about new invoices.
- Fran email Cataldo's to let them know about the refund of \$262.50.
- Ken send a check to the Cataldo's for \$262.50
- Bill to contact Stoneham Sports about shirts and socks.
- Joe to set up a sub-committee meeting for tryout/team selection process and procedures. The sub-committee will include: Mike Boudreau, Joe Gaffney, Jim Sullivan, Kevin Martin, Jeff McGann and Don Collins.
- Fran to ask Christine to have the VL post a message looking for a squirt goalie.
- Age directors send Bill an email regarding goalie equipment needs for next year.

Motions

- A motion approved to refund the Cataldo's \$262.50 for the missed practice and games due to the injury.
- A motion was made to establish a sub-committee to address the tryout and team selection process and procedures that are in place.

- A motion was made for the GU14 goalies to each receive a 25% discount, since they are splitting the goalie time.
- A motion was made to reimburse Mrs. Sullivan \$89.66 for the pizza supplied during the 2nd year bantam vs. coaches' game.

Wakefield Youth Skating Association
May 28, 2015
Annual Meeting Minutes

Attendees:

Brian Casey	Fran Harrington	Jeff McGann	Bill Welch
Patti Domingo	Ken Jenkins	Ellen Riley	Christine Wilson
Don Dubuque	Kevin Martin	Jim Sullivan	

Public Participation: The following people attended the meeting: Erik Domingo, Don Collins and Frank Leone.

Annual for open positions – the following positions were voted on for the next term.

Vice President – Jim Sullivan

Secretary – Fran Harrington

I-mite Director – Bill Welch

Squirt Director – Don Dubuque

Girls Director – Mike Boudreau

Coaching Coordinator – Joe Gaffney

The Bantam Director and Midget Director currently did not have anyone running for the position and appointments will be made in the coming months.

Review of Previous Minutes: The May 11th meeting minutes were reviewed and a motion was made to accept the minutes as presented.

Year in Review: Brian Casey provided the review of last year. The notes below outline the discussion.

- Objective - Shall be to implant firmly in the youth of the community, both boys and girls, the ideals of good sportsmanship, while attaining quality skills for the safe and healthy execution of ice sports. The objective will be achieved by providing supervised competition and instruction in games applicable to Ice sports. The supervisors and personnel of the association shall bear in mind that at all times the attainment of good sportsmanship, athletic skills, while increasing the children's self esteem is more important than winning games.
- Started in 1969, closing out our 46th year
- Accomplishments
 - Great value for the money
 - 15 Full Season Teams: 224 players up from 199. We had 2 Midget teams and a 6th grade team. In total with LTS/LTP we had 349 players this year.
 - 2 Girls teams had their inaugural season.
 - Board members ran a very successful fund raiser night for the second year in a row.
 - 1 Valley League Champ – Mite 1's. With multiple semifinal and final teams.
 - Saturday Street hockey continued this season.
 - Purchased where needed.
 - New shirts with names on the back.
 - Ran try hockey for free day in January.

Worked to improve the tryout process and placement.
Added additional ice in Peabody in January.
Implemented new billing system.
Continued to be aware of costs.
New banquet location had more space, for less money with better sound.

- Challenges
 - No Thursday night ice until January due to revenue shortfall previous season.
 - No separate Bantam skills while adding 2 girls teams to Monday Skills rotation.
 - Limited practice ice availability continues to be a challenge.
 - The focus needs to continue to be about the players.
 - Need to continue to add new faces to board.
 - Aligning the learn to skate and the learn to play programs while increasing the numbers
 - Tryout process and placements—improve communication to parents in advance.
 - Increasing USA Hockey patching achievement for our coaches.
- Financially
 - Income exceeded expenses for the year, refer to the Treasurers' report.
- Difficult decisions made by the board
 - Tuition fee raised
 - Equipment purchases
 - Continued to run with smaller teams
 - New shirt purchase
 - Bad debt held to a minimum
- USA-Mass Hockey
 - Mite cross ice continued with hybrid schedule.
 - Ran try hockey for free days.
- The Board – New faces for this season mixing with existing members.
 - New members this year: Joe Gaffney, Jeff McGann, Mike Boudreau, Kevin Martin, Cheryl Satori, and Ellen Riley.
 - Treasurer – Ken Jenkins stayed active as the interim treasurer
 - Jim Sullivan – stayed active as the Interim Vice President.
 - Welcome new Members, filling many open seats
- Objectives for the coming year
 - Run the association for the good of the members
 - Continue to review and update our By Laws and Policies
 - Control costs
 - Continued focus on hockey operations
 - Oversee our coaches and our clinic performance
 - Focus on Bantams and PeeWee operations
 - We have had 2 successful fundraising events, this needs to continue.
 - Continue to bring in new board members
 - Work to run with transparency
 - Grow the organization

Appointed Board Positions –

- Brian made a motion to nominate Frank Leone as the treasurer to complete the remainder of Ken Jenkins term. The term will expire in May 2016. The motion was passed by the board.
- Brian made a motion to nominate Don Collins as the Valley League Representative for the next year. The motion was passed by the board.
- Brian made a motion to nominate Bill Welch as the Equipment Manager and Purchasing Agent for the next year. The motion was passed by the board.
- Brian made a motion to nominate Erik Domingo as the communication coordinator for next year. The motion was passed by the board.

Financial Update: Ken provided a balance sheet with comparison between April 2014 and April 2015. This provided an overall view of where the organizations assets and costs have changed. The organization ended the year with a positive net gain. The second document was a Profit and Loss year comparison from 2014 to 2015. There was discussion about a few line items because the numbers differ greatly from last year; Ken will double check where the income was booked to ensure that the comparison from year to year is correct.

Apparel Sales, Board voted assistance and Administrative expenses are three line items that need to be verified.

Miscellaneous Business topics:

- The board briefly discussed socks and jerseys for next season. Bill spoke to Stoneham Sports and they recommend staying with the current socks that are were purchased last year, \$8.50 per sock. The board discussed the weight and the quality of the shirts from last year. Bill will research the Warrior Practice shirt that was sold last year, the board felt that this was a better quality shirt than the one that was purchased for the season's jerseys.
- Bill mentioned that he attended a lecture for the Positive Coaching Alliance and thought that this would be extremely useful to the hockey coaches. The board discussed the fact that the coaches are already taking hours of patching courses and modules to fulfill their coaching requirements and it may not be feasible to ask them to do one more class. Bill passed the book on to Brian and a few board members will review the material and provide feedback to the group.

Functional Report

All Other Business

Meeting Adjourned 8:20 pm

Action Items

- Ken to verify line items from last year for Apparel Sales, Board voted assistance and Administrative expenses to ensure the cost was booked to the correct line item.
- Bill to follow up with Stoneham sport regarding the Warrior practice jersey.
- Follow up on the Positive Coaching Alliance lecture and online modules.

Motions