

Wakefield Youth Skating Association
Season June 2011- May 2012

Wakefield Youth Skating Association

November 15, 2011

Meeting Minutes

Attendees: Jim Sullivan, Tracey Coyne, Maureen Leone, Tim Miller, Marty Kane, Paul Buckley, Brian Donahoe, Mike Guarino, Kevin Haggerty, Don Dubuque and Francene Harrington

Members in Attendance: Rich Chambers and Patty Stack

Public Participation: Patty Stack spoke to the committee regarding the level placement of her son. Her son was placed on a squirt team because he tried out with the squirts and had a medical waiver on file from last season. The board thought that this is where his parents wanted him placed. The outcome is that if there isn't a medical waiver, he must be placed in his age division, peewee. Kevin Haggerty will speak to the peewee coach. It was recommended that the child practice with the peewee team at the next practice, and following that Patty can speak to the coach and Kevin.

Review of Previous Minutes: The October meeting minutes were reviewed and approved by attendees.

Financial Update: Marty reviewed the current financial statement. The raffle money collected is up to date. (Additional checks were turned in by Maureen). The current A/R outstanding is \$15K. Marty reviewed the checks and payments that were made in the past month, including Valley League, ice and skills payments. The group discussed the purchasing of equipment and shirts. More money was spent than what was originally approved by the board. Jim is going to forward the by-laws and clarify the purchasing of equipment section.

Functional Reports: A general comment was made to the group; if there are specific topics that you want to discuss send an email to the group before the meeting. This should help facilitate the discussion; people can research the topic and bring relevant material to the meeting.

Clinics: The Learn to Skate participation numbers are down from past years. The group discussed that the Learn to Play hockey program was cutting into the number. The group agreed that when the Lean to Play Hockey program was being developed the group discussed the potential conflict with the two programs reaching out to the same group of participants. There is also a goalie clinic coming up. Brian suggested that parents of goalies sign up for the specific category on the web-site so that they receive email alerts when dates are scheduled.

Imites: Bill was not present. Items under Miscellaneous Business.

Mites: The Valley League Cross Ice Jamboree was held over the weekend for 2 of the mite teams. The second jamboree will be held in December. The jamboree went well. The mite 1 and 2 teams will be participating in the Andover Scott Heseltine tournament.

Squirts: New player Roberts has been added to the team. Paperwork is needed for McMasters and Petitto. This is the WYSA paperwork, not the USA Hockey and League paperwork.

Peewee: Nothing to report

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Bantam: A new player, Melanson has requested to join. Motion made to add player and place on B2 team and follow protocol for upward movement. Motion seconded. Motion passed. Decision was made that requests to add additional players will be made on a player by player basis based on the current numbers in the division. B1 incident was discussed in executive session.

Midget: This year's season is over; there is a good chance that with the current numbers there will be two teams next year.

Coaching Coordinator: The coaching modules are due by January 1. Mike will send out an email to remind the coaches to complete the modules. It was pointed out that some of the modules are lengthy and appropriate time should be scheduled.

Purchasing: Nothing to report

Equipment: The 6th grade shirt pick up took place. Not problems. Rich reminded people to make sure that the pucks are put back in the bucket. The bucket is low on pucks.

D10: Tracey left WYSA to attend D10 meeting and turned in rosters. The Pee wee and Squirt D10 play downs will be held the weekend of January 14-16, 2012. Maureen will follow up with Valley League scheduler to let them know about the tournament and eliminate double scheduling on that weekend.

Valley League: supplemental rosters will need to be submitted based on the changes that are being made.

Miscellaneous Business topics:

1. Legal document – the WYSA accountant has suggested that the following documents be put into use. The board members will receive copies and need to sign off where appropriate.
The following documents were reviewed:
 - Compliance Officer – Jim Sullivan will be the compliance officer for the WYSA. A motion was made and the membership approved the motion.
 - Conflict of Interest – each member must sign and return the conflict on interest document. At any time a member can remove themselves from voting if they feel that there may be a conflict on interest present.
 - Record Retention – Fran Harrington will be responsible for record retention.
 - Document Destruction – each member will review this policy and if anything should be destroyed it will be discussed at the next meeting.
2. New Sixth Grade Team – The web sign up and payment has been slow coming in for this team. They are playing this weekend and the coach was told that no one plays unless they have signed up through the WYSA website.
3. Try Hockey free clinic – Bill requested a second Try Hockey date 2/18/2012 at 9:00am. The motion was seconded and passed.
4. I-Mite Winter Classic at Patriots Place – Bill requested \$330 for the cost for the 3 I- Mite teams to play at Patriots Place. The motion was seconded and passed.
5. Mite Shirts – 12 additional shirts were needed. The order was placed and the shirts are in.
6. Web site enhancements – Brian is working on the calendar for the website. The registration form is now on-line.

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The Next meeting is scheduled for December 12th, at 7:00 in the Americal Civic Center.

Meeting Adjourned 10:05pm

Action Items

- Kevin Haggerty will speak to the peewee coach regarding Robert Stack.
- Jim Sullivan to forward the by-laws and clarify the purchasing of equipment.
- Mike Guarino to send email to coaches regarding completing training modules
- Jim Sullivan to email legal documents for the board to review and sign for the next meeting.

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Wakefield Youth Skating Association
December 12, 2011
Meeting Minutes

Attendees:

Rich Chambers	Don Dubuque	Marty Kane
Tracey Coyne	Kevin Haggerty	Tim Miller
Brian Donahoe	Francene Harrington	Jim Sullivan

Public Participation: None

Review of Previous Minutes: The November meeting minutes were reviewed and approved by attendees.

Action Items from Previous Minutes: New player on Pee wee 3, Bantam 1 and Squirt 2 have been resolved.

Financial Update: Marty reviewed the current financial situation. According to Bill's email there is a refund for 1 mite player. The group discussed the purchasing of equipment and Tim and Marty will review the email chains regarding cost and equipment model numbers. A full player A/R report will be discussed in January.

Tracey asked about coaches being reimbursed for training and clinics. Marty stated that reimbursement will be done by the end of the season.

Functional Reports:

Clinics: Brian is working on the January schedule.

Imites: Bill was not present. Nothing to report.

Mites: Tim reported that the Mite 3 and 4 team will be playing at Fenway on January 2nd. The Mite 1 and 4 team played in the cross ice jamboree over the past weekend. And the Mite 2 team won the Scott Heseltine tournament in Andover.

Squirts: Nothing to report.

Pee wee: Nothing to report

6th grade team: The team is up and running and has had their first game.

Bantam: Paul was not present. Nothing to report.

Coaching Coordinator: Mike was not present. Nothing to report.

Purchasing: Nothing to report

Equipment: All equipment has been organized and is in the lock up.

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D10: Tracey reported all rosters have been turned in. The play down schedule is being developed. Coaches will need to have their rosters and their coach's clinic confirmation card with them in order to participate in the D10 play downs.

The Mites do not have a D10 play down game, Tracey mentioned the Howie Aborn tournament, but the consensus was that the Mites have enough tournaments and extra games already scheduled. Tracey will send an update regarding the coaches that have not completed their coaching clinic modules.

Valley League: Don followed up with the Valley League staff and schedules are being finalized for the next round. The discussed the current breakdown for each group AAA, AA, A. Don will attempt to get a written explanation so that everyone can understand the new system.

Miscellaneous Business topics:

1. The raffle winner list was announced. Checks will be going out.
2. Conflict of Interest documentation was discussed and the signed copies were collected.
3. Purchasing Agent Policy –the current policy as it is written was discussed. At this time the group decided to not attempt to make any changes to the policy. The purchasing agent will continue to work with the entire committee on approving purchases.
4. Kirk Committee – Jim wanted to make sure that the Kirk Committee has been formed and will be notified before the start of the high school hockey season. Brian will follow up with Bill MacKay. Bill was appointed during the annual meeting to chair the Kirk Committee.
5. Donald “Chops” MacKay – Jim will chair this committee with Marty and Kevin. Jim asked that the group think about volunteers within hockey and outside of hockey that meet the qualifications for this award.
6. Valley League waivers – none of file to date.
7. Try hockey next date is February 18th, 9:00am.
8. Future topic – training on the website.

The Next meeting is scheduled for January 9th, at 7:00 in the Americal Civic Center.

Meeting Adjourned 9:10pm

Action Items

- Marty to provide a full player A/R report for January's meeting.
- Tracey to send an update regarding the coaches that have not completed their coaching clinic modules.
- Don follow up with Valley League about the new categories AAA, AA, A.
- Sign and turn in Conflict of Interest document if you have not.
- Brian to follow up with Bill MacKay regarding Kirk Award Committee.

Wakefield Youth Skating Association
Season June 2011- May 2012

Wakefield Youth Skating Association
January 9, 2012
Meeting Minutes

Attendees:

Tracey Coyne	Kevin Haggerty	Tim Miller
Brian Donahoe	Francene Harrington	Jim Sullivan
Don Dubuque	Marty Kane	Bill Welch
Mike Guarino		

Review of Previous Minutes: The December meeting minutes were reviewed and discussed. The minutes were amended based on feedback. The minutes were approved by attendees.

Public Participation: None

Financial Update: Marty reviewed the current financial situation.

The accounts payable is up to date. Regarding accounts receivable, there were checks picked up this week that need to be entered. Marty will follow up with a list regarding outstanding balances.

A \$200.00 donation was made to the high school program. The donation was for a ½ page ad in the boy's hockey program book. A motion was made to make a donation of \$100.00 to the girl's hockey program. The girl's team does not put together a program book. The motion was approved by the attendees, with the understanding that if a future donation is made, the same amount would be donated to the boys and girls programs.

Functional Reports:

Clinics: (Brian was unable to stay for the entire meeting, he emailed his updates to the group and the information was read by Jim).

Learn to Skate – everything is going well, there are 2-3 children left with balance aid. Expect to have around 30 participants.

Bill Welch has invited the Learn to Play Hockey group beginning Sunday, Jan 8, 2012.

Skills - Monday night skills have been scheduled out until March 12th.

Thursday Skills scheduled to March 1st.

Saturday X-Ice scheduled to February 5th, which is the end of current Valley League Schedule.

Checking Clinic – Brian recommended two dates for the checking clinics. March 8th and March 15th. One day would be for angling and proper body position and the other date for checking. After discussion by the group, the decision was to hold 2 checking clinic dates for the current Bantams and Peewees moving to Bantam next year. If extra ice is available, hold a 3rd day for second year Peewees.

Goalie Clinic – attendance still a challenge with Sunday games. Mike Geragosian allows make-up sessions. The directors will let the coaches know that they can word with Brian to schedule make-up session.

I-Mites: Bill reported that everything is going well. The three I-Mite teams played at Patriot Place, 2 Wakefield teams played against each other and the third Wakefield team played against Cambridge.

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Learn to Play Hockey – Bill believes that there are 14 returning players for the next session plus any new registrations. There may be an issue with shirts for session 2. There weren't many larger sizes.

Mites: Tim reported that the Mite 3 and 4 teams played cross-ice games at Fenway Park on January 2nd. They had a great experience. The Mite 1 and 2 teams participated in the Bruins Holiday Tournament. The Mite 1 team won their division and the Mite 2 team played in the finals coming in second place. There are another set of cross-ice jamborees being scheduled.

Squirts: Kevin had nothing to report.

Pewee: Kevin reported playdowns beginning for Peewees.

6th grade team: Nothing to report.

Bantam: Paul was not present. Jim reported that the Bantams are planning to participate in open ice skating at the outdoor rink in Brookline.

Coaching Coordinator: Mike reviewed the outstanding training modules that need to be completed. USA Hockey has extended the completion date to the end of January. Mike will email the coaches that have outstanding modules.

Purchasing: Nothing to report

Equipment: Rich was not present; Jim read an email that Rich has sent. As a reminder to the age directors if red shirts have been given out please make sure that they are returned to the equipment closet. Tim noted that one of the Mite teams has a set of shirts, Tim will follow up with the coach.

D10: Tracey reported there is a D10 meeting on Tuesday. Completed rosters will be returned to Tracey at that time and she will send each coach their current roster. The rosters are required for playdowns.

Valley League: Don had nothing to report.

Miscellaneous Business topics:

1. Raffle winners – Marty gave all of the remaining checks to Fran. Fran will work with Maureen to get addresses for the winners.
2. H.S. Donation – discussed under financial section.
3. Conflict of Interest Policy – Fran will send copy to Mike Guarino.
4. Playdowns – schedule has been given to coaches and posted on the website. Tracey has the checks for the first round of games. The coaches will receive the breakdown for each rink if there is a second game, which will be paid for by the team.
5. Tryouts for 2012
The dates for tryouts are:
I-Mites start Saturday 3/24 (2 - 1 hour sessions need to be scheduled)
*I-Mites must be completed before Mites so that children can be invited to attend the Mite tryout.
All other tryouts 3/26-4/8. (3 – 1 hour sessions need to be scheduled)
The membership agreed that registration for tryouts will open on February 15th and the same fee as last year, \$200.00 will be required.

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For the February meeting – all age directors and the coaching coordinator will have recommendations for the lead evaluator at each division. Application for intent to coach will need to be completed at that time. Also, there has been interest in coaching the 6th grade team for next year. Interested parties should also complete the coaching application.

Additional tasks related to tryouts

- Email blast before registration opens
 - Score cards (Mike to locate and update)
 - #s for tryouts (Time to verify that there are enough numbers and check on pins)
 - Pinnies (Determine if they are needed and borrow them from soccer)
 - Registration Form to be updated
 - Evaluation Form to be updated
6. Cheevers Grant – Bill has been working on the grant application, if people have ideas regarding suggestions for the grant please follow up with Bill. There was discussion about ¾ size goal nets and training dummies.
 7. Banquet Planning – The potential date for the banquet is Tuesday, April 10th. The group is working on ideas for a venue and a guest speaker.
 8. USA Hockey course feedback – The group discussed briefly, most felt that the course was too long.
 9. Web emails – Brian has made some changes to the website. An automatic email is generated when a question is entered on the website. Tracey has volunteered to be the first responder to the emails. She will forward emails to specific people or the entire group based on what type of follow-up is required.
 10. Web updates – The group discussed creating a new position for communication. This person would work with Brian and be responsible for updating the website front page and team pages with articles, information and pictures. This concept will be discussed further next month.
 11. Fund Raising- skipped

All other business

A motion was made to purchase 10 rings. These are large rings that are used to help the kids learn to keep their stick on the ice. The motion passed by the group. Tim will provide pricing for the rings.

The Next meeting is scheduled for February 13th, at 7:00 in the Americal Civic Center.

Meeting Adjourned 9:30pm

Action Items

- Marty will follow up with a list regarding A/R.
- Jim to speak to Brian about an extra ice time for a 3rd checking clinic date (Peewees).
- Mike to send an email to the coaches regarding the outstanding training modules.
- Tim to follow up with Mite teams regarding returning the red jerseys.
- Tracey to email rosters to coaches following Tuesday's D-10 meeting and rink costs.
- Fran to send out all remaining raffle winner checks will go this week.
- Tryouts Refer to bullet #5 for list of tasks to be completed.

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Wakefield Youth Skating Association
February 13, 2012
Meeting Minutes

Attendees:

Rich Chambers	Mike Guarino	Marty Kane
Tracey Coyne	Kevin Haggerty	Jim Sullivan
Don Dubuque	Francene Harrington	Bill Welch

Review of Previous Minutes: The January meeting minutes were reviewed and discussed. A motion was made to approve the minutes and the motion passed by the attendees.

Public Participation: None

Financial Update: Marty reviewed the current financial situation.

Outstanding A/R was discussed. All accounts must be update to date by 2012 tryouts. Age directors will speak to people that are impacted by this.

Marty announced that he will be stepping down as treasurer. The board was asked to start thinking about someone who has an accounting background that may be interested in the position. The treasure is an appointed position and will be discussed over the next few meetings.

Functional Reports:

Clinics: (Brian was unable to attend, he emailed his updates to the group and the information was read by Jim).

Learn to Skate – the kids continues to improve. There are a few more skaters since January. 30 skaters in all, only 2 are using balancing Aids.

Skills - Monday night skills have been scheduled out until March 12th.

Thursday Skills scheduled to March 1st.

Saturday X-Ice scheduled to February 5th, which is the end of current Valley League Schedule. 2/12 ice was used for a makeup game. 2/18 will be used for Try Hockey for Free Event. And cross ice will be scheduled from 2/25 to the start of tryouts.

Goalie Clinic – attendance still a challenge with Sunday games. Mike Geragosian allows make-up sessions. The directors will let the coaches know that they can word with Brian to schedule make-up session.

Learn to Play Hockey – There are 17 kids attending the winter session. There are a few kids that will be going from LTP to squirts. These players have been invited to attend squirt skills.

I-Mites: There is a game on April 15th, in Providence; the kids will be playing in between the Providence Bruins game intermission. There is also a jamboree that is being scheduled.

Mites: The D10 league is sponsoring a mini one on one competition. Each team is decided how they want to address this. The winner for the District 10 will be able to compete in October 2012. The Mites 3 and 4 played at Patriot's Place.

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Squirts: Kevin reported that the Squirt 1 team one the D10 play downs and will be participating in the state tournament the weekend of March 9-11. The Squirt 2 has also advanced to the state tournament and they will be playing the weekend of March 2-4.

A motion was made for WYSA to pay the tournament fee for both teams. Squirt 1 - \$820 and Squirt 2 - \$1005. The cost is based on the location of the event.

The motion passed.

AMENDED 3/12/12 – Following the February meeting the squirt 2 team learned that the cost for the tournament was \$60.00 more than what was originally stated. The coach paid the additional fee and was reimbursed by the treasurer.

Pewee: Nothing to report.

Bantam: Paul was not present. Jim reported that the Bantams are planning to participate in tournament in Newburyport.

Coaching Coordinator: Mike has been speaking to coaches about next year's teams. 6 coaches have already applied for coaching using the on-line form. The final date for coach applications is March 3rd.

Purchasing: Bill had three quotes for the purchase of rings for the LTP program. Motion was made for \$41.00 to purchase the rings. Motion passed.

Equipment: The Valley League playoffs begin March 24th and will run until April 9th. Shirt return will be scheduled right after playoffs. The Midget shirts have already been returned. Tim has the red shirts that the Mites used. Bill noted that he has extra socks and shirts from the LTP program.

D10: Tracey had the final reimbursement list for coaches courses. The mini one on one dates are March 30th. And USA Hockey registration is going up next year to \$45. For coaches the cost will be \$40. Mass Hockey has eliminated the roster fee. Kevin will be attending the D10 meeting for states and will represent both Squirt 1 and 2 teams.

Valley League: Don provided a list of games that were cancelled and not made up.

Miscellaneous Business topics:

1. Registration Fees – The group discussed the registration fees for the 2012-2013 season. A motion was made to set the fees at the following rates:

I-Mite - \$200

Mites - \$250

Squirts, Peewees and Bantams - \$300

Midgets - \$200

The motion passed by the attendees.

AMENDED 3/12/12 – Following the February WYSA meeting it was determined that the website could not support the multiple pricing. A decision was made to go with a \$300 registration fee across the board. This fee is applied to the skater's tuition.

2. The tryout schedule was reviewed. Where possible there will be 2 tryouts back to back. Lead evaluators and coaches were discussed. And Mike will continue to work on this.

3. Checking/Hitting Clinics – The group discussed potential dates for the Bantam checking clinic (2 /1 hour sessions) and Angling/Proper Body position clinic for the Peewees (1 /1 hour session)

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4. Injury credits – the policy was discussed when a player is injured and unable to play for 30 days.
5. Apparel order mix ups – there was an issue with apparel orders mixed up. This has been corrected.
6. Cheever Grant – Bill has completed the grant and expects to hear from the grant committee soon after the closing date.
7. Communication coordinator – The board has discussed a new position to work with each team to collect information and update the WYSA website.
8. Try Hockey for free – This event will take place on 2/18. Bill is working on the events for the date and noted that members of the high school boys and girls teams will be present to help. The event has been advertised in the newspaper, at hockey town and through the schools.
Bill made a motion to start advertising the creation of a girl's I-Mite team. There are currently 7-8 girls that are interested in playing. The motion passed.
9. Banquet Planning Committee – Mike and Kevin went to Rain Bowling in Malden. The facility can accommodate 400 people, which would be the maximum number of banquet attendees. Addition members of the board will look at Rain and provide feedback.
10. Registration paperwork – Jim is working on cleaning up the on-line registration form and the contract paperwork that each member needs to fill out. Discussed the ability to send emails instead of team letters and contracts.
11. Web updates, meeting minutes – Fran has posted minutes from the previous meetings this season.
12. Pre-season off ice camps – Preliminary discussions have taken place regarding offering an off ice camp. This will be discussed over the next few months.

The Next meeting is scheduled for March 12th, at 7:00 in the Americal Civic Center.

Meeting Adjourned 9:45pm

Action Items

- Email/Conversation with family with balances.
- Mike continue to speak to coaches regarding coaching applications and next years tryouts.
- Confirm dates for checking and hitting clinics.
- Confirm dates for tryouts
- Confirm forms and numbers for tryouts
- Advertise tryout dates
- Open on-line registration for tryouts
- Banquet planning committee to visit Rain

Wakefield Youth Skating Association
Season June 2011- May 2012

Wakefield Youth Skating Association
March 12, 2012
Meeting Minutes

Attendees:

Rich Chambers	Don Dubuque	Tim Miller
Tracey Coyne	Kevin Haggerty	Jim Sullivan
Brian Donohoe	Francene Harrington	Christine Wilson

Review of Previous Minutes: The February meeting minutes were reviewed and discussed. Two items were amended based on information that was available after the meeting. A motion was made to approve the minutes with addendums and the motion passed by the attendees.

Public Participation: None

Financial Update: Jim provided an update from Marty regarding the current financial situation.

Miscellaneous Business topics:

1. Registration Fees – Jim has posted additional information regarding the registration fees and WYSA Program offerings, including the total cost for each player at the different levels. The group discussed reimbursement for players that do not play hockey for Wakefield. Under the bylaws, the registration fee is non-refundable and will be discussed by the age director and board on an individual basis.
2. Tryouts
3. Teams per Division - Based on last year's Mass Hockey registrations, WYSA expects to have the following number of teams. (This may change based on registrations and the final number of skaters).
 - Bantams – 2 teams
 - Peewees – 3 teams
 - Squirts – 4 teams
 - Mites – 4 teams
 - Midgets – 2 teams
4. Lead evaluators - based on the coaching applications that have been received the following people will be the lead evaluator for the tryouts. Each lead evaluator was nominated by the age director, discussed and received a motion. Each lead evaluator motion was passed by the group.
 - Bantams – Jim Sullivan
 - Peewees – Matt Penney
 - Squirts – Kevin Haggerty
 - Mites – Tim Miller
 - I-Mites – Bill Welch
5. On ice help/sign in desk
Fran and Tracey have organized the process and staffing for the check in desk.
The lead evaluators are responsible for organizing the on-ice help.
6. Coaches Evaluations – An email had gone out to the coaches reminded them to complete the player evaluations.
Fran to followup with Mike Guarino regarding when the cards will be turned in.
7. Brian will confirm that there is an on-line form that we can use at check in if people show up unregistered and wanting to pay with a check.

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8. Coaches Applications – the list of coaching applications was reviewed and used to determine bullet 2b.
9. Make up Games – Don has been staying on top of the scheduling conflicts and working with the coaches to make up as many games as possible. Don stated that the Valley league is willing to block out dates for a team if the Valley League is informed before the schedule is produced. Don will work with the coaches next year to make sure that tournament dates and other commitments are communicated to the Valley League to minimize conflicts.
10. Injury Credit – A credit has been issued to Bantam player Melanson due to injury.
11. Cheever Grant – Congratulations to Bill Welch for writing the grant proposal and Wakefield has once again be given a Cheever’s Grant. This grant will come in the form of equipment. A presentation will take place on Monday, March 19th.
12. Communication coordinator – Christine Wilson has volunteered to act as the communication coordinator. This is an appointed position. A motion was made to appoint Christine Wilson the communication coordinator. The motion passed by the attendees.
Jim outlined the communication position – work with team parents to gather information about each team and update the website. This could be done bi-weekly. The group also discussed creating a frequently asked questions section on the website. Each board member will come up with a few suggestions as to the types of things that can be on the FAQ section or posted on the website. Forward your suggestions to Fran and the list will be organized for the next meeting.
13. Banquet Planning Committee – Members of the board looked at the Rain Bowling in Malden. The facility can accommodate 400 people, which would be the maximum number of banquet attendees. At this time a definite location has not been confirmed. The group discussed having the banquet at the Elks. Tim is going to speak to Jim Colliton about entertaining the kids before the dinner.
There are awards that are handed out each year. The age directors need to submit the names of the recipients to Tim Miller by end of week 3/18.
Email will go out from age directors to collect names.
Brian will follow up with the high school award committee regarding the two awards.
A motion was made to defer the selection of the MacKay Volunteer award to the appointed award committee (Jim, Marty and Kevin). This motion passed. Jim will provide Tim the name of the recipient.
14. Registration paperwork – The group decided that the final lists from the evaluations should be completed one week after tryouts. The teams should be finalized by 4/11. The goal is to have the email with team assignments go out the week of April 16th. These dates are contingent on Marty Kane receiving all of the evaluations in a timely manner so that he can calculate the final numbers.
15. Pre-season off ice camps – The discussions have continued regarding offering an off ice camp. The camp could run for 3 to 4 days at the end of August or in conjunction with the team practices in September. The cost to rent the upstairs room at Hockey Town is \$80.00/per hour. This will be discussed over the next few months.

Functional Reports:

Clinics - Nothing to report

Learn to Skate - Nothing to report

Skills – Skills are finishing up and the ice time will be used for the Bantam and Pee wee clinics and tryouts.

Goalie Clinic – has finished for the season.

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Learn to Play Hockey – Nothing to report.

I-Mites: Nothing to report.

Mites: Tim asked that the board follow up with the Valley League regarding scheduling the cross ice jamborees. The times were scheduled 3 days before the event and teams weren't able to pull together the full team to participate. Jim will address this concern.

Squirts: Kevin reported on the Squirt 1 and Squirt 2 teams' success at the state tournament. The board extended congratulations to both teams.

Peewee: Nothing to report.

Bantam: Jim reported that one of his players broke his ankle at Monday night's game.

Coaching Coordinator: Nothing to report.

Purchasing: Nothing to report.

Equipment: The rings were purchased and used at the last I-Mite practice.

D10: Tracey is waiting for checks from Marty so that the coaches can be reimbursed for coaching courses.

Valley League: Don provided a list of games that were cancelled and not made up. For next year's teams Don has to submit the number of teams and their placement for the parity round. The group discussed the placement of each team for next year and provided Don with the recommendations. Also, the league asks for preferred rinks, 4 recommendations were given to Don.

The Next meeting is scheduled for April 9th, at 7:00 in the Americal Civic Center.
The Meeting Adjourned 10:35pm

Action Items

- Fran to email Mike Guarino regarding the coach evaluation cards.
- Brian to confirm that there is an on-line form that we can enter registrations day of tryouts.
- All board members submit information that you would like to see on the website. FAQ or News updates –submit to Fran and Christine
- Tim follow up with Jim Colliton about entertaining during the banquet
- Age directors to get names of award recipients to Tim by 3/18.
- Brian to follow up on high school awards.
- Jim to follow up on MacKay award.
- Jim to draft letter to Valley League regarding Mites jamboree scheduling.
- Final decision on Banquet needs to be made

Wakefield Youth Skating Association
Season June 2011- May 2012

Wakefield Youth Skating Association
April 9, 2012
Meeting Minutes

Attendees:

Rich Chambers	Mike Guarino	Jim Sullivan
Tracey Coyne	Kevin Haggerty	Bill Welch
Brian Donohoe	Francene Harrington	Christine Wilson
Don Dubuque	Tim Miller	

Review of Previous Minutes: The March meeting minutes were reviewed. A motion was made to approve the minutes and the motion passed by the attendees.

Public Participation: None

Financial Update: Jim provided an update from Marty regarding the current financial situation. A financial report will be available for the annual meeting in May.

Miscellaneous Business topics:

1. Banquet – Volunteers are needed to help with the banquet. The banquet starts at 6:30. There will be a 50/50 raffle, and some raffle items. Cost for the banquet will be provided at the next meeting. Jim asked for the coaches and age directors to reach out to the coaches and provide a few bullets on how the season went. Award recipients' parents have been notified.
2. Registration Follow up – Tracey provided a list of the people that registered for tryouts and never showed up. 4 refunds will be sent to the families. A fifth child showed up for one tryout. A motion was made to apply the \$300.00 to the sister's tuition. The motion was carried by the membership.
3. Coaches for next year – Due to the current coach's evaluations not being submitted in a timely manner, the placement for next year has not been completed and not all coaches have been selected for next year's teams. The age directors with the appropriate coaches will work on the placements this week. All coaching positions will be submitted to Bill Welsh by the end of next week (4/20). A motion was made to allow the coaching staff for next year be determined through an electronic vote. The motion carried by the attendees. Bill Welch will collect all coaching information and provide voting through Survey Monkey.
4. Tryout Results – All tryout results will be completed by next week, so that the skaters and families can be notified through email. The total number of players in each division was discussed so that the number of teams could be verified.
Steps leading up to email.
Send out a test email blast to verify email addresses and let people know how they will be notified.
Correct any emails that bounce back.
Update current letter and contract that will go with email.
5. Injury Credits/Reports – Bill mentioned an I-Mite player Gori injury that took place on March 3rd. The family did not want to fill out the injury report. Jim noted that Bantam player Salamone has a credit for missing part of this season. Jim will follow up on Bantam player Devincent regarding an injury report.
6. Shirt/Equipment return night – The equipment return night is scheduled for 4/23 7:30-9:00pm. All coaches should clean the jerseys and place them on a hanger before returning them.

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7. Cheever Grant – The Wakefield Youth Skating Association received a Cheevers Grant for the amount of \$8,300 in equipment. Jim and Rich Chambers attending the ceremony at the March 19th Bruins game.
8. Placement notification via email – as discussed under bullet 4. The goal is to have the emails out during school vacation week, April 16th-20th.
9. Open Board Positions – The following positions are up for reelection during the May Annual Meeting. Anyone interested should submit their name to Fran Harrington at fah_harrington@yahoo.com The positions are:
President, Bantam Age Director, Peewee Age Director, Midget Age Director, Mite Age Director, Clinic Director and Coaching Coordinator. There are also appointed positions that are filled each year (D-10 rep, Valley League Rep, and Equipment Manager) The organization is also looking for a treasurer, this is an appointed position.
10. May 21st Annual Meeting – the annual meeting will be held on Monday, May 21st at 7:00pm. Voting will take place from 7:00pm-7:30pm.
11. Website updates/suggestions – The group briefly discussed things that could be added to the website. FAQ and links to the individual valley league schedule would be a nice to have. Christine posted an article about the Squirt I team state tournament run.

Functional Reports:

Clinics - Nothing to report

Learn to Skate - Nothing to report.

Goalie Clinic – has finished for the season.

Learn to Play Hockey – Bill noted that 4 children went from the LPH to the squirt tryouts.

I-Mites: Bill discussed the plans that the I-mites had and a motion was made for the board to approve a check for \$263 for the T-Stop to cover part of the cost of the T-shirts for the I-Mites. The T-shirts are in lieu of a banquet or pizza party. The parents will pick up the additional cost. The motion was passed by the attendees.

Mites: Nothing to report

Squirts: Jim congratulated the Squirt 1 team for winning the Valley League division.

Peewee: Nothing to report.

Bantam: Nothing to report.

Coaching Coordinator: Nothing to report.

Purchasing: Nothing to report.

Equipment: Nothing to report.

D10: The USA hockey registration fee for players is going up next year.

Valley League: Don provided a summary of the make up games and credits. It appears that Wakefield has a +7 game credit, but the playoff games have not been charged to the organization, so the credit may be applied to the playoffs.

Wakefield Youth Skating Association
Season June 2011- May 2012

The group discussed the Valley Leagues attempt to have more cross ice jamborees instead of full ice games.

Other Business

The group discussed the length of the Valley League season and all agreed that it would be nice if the season could finish up in early March instead of early April. Mike Guarino will draft a letter outlining the reasons and concerns that the board has regarding the season length. The board will reach out to other youth hockey boards to see if as a whole they can facilitate change.

The Next meeting is scheduled for May 14th, at 7:00 in the Americal Civic Center.
The Meeting Adjourned 9:05pm.

Action Items

- Marty to provide financial report for the annual meeting in May.
- Age Directors and Coaches provide bullets to Jim on how the season went for the banquet. Email coaches for information.
- Mike Guarino, email to coaches to remind them about banquet and to send an email to their team.
- Age Directors to meet with coaches this week to determine next year's team placement.
- Send a test email blast from the website to confirm that email address are accurate and let people know that next year's team placement and paperwork will be going out electronically. (Tracey or Brian)
- Jim Sullivan to send an updated list of coaches that submitted coaching applications to Tim, Mike and Kevin.
- Age Directors and Coaching Coordinator, once all coaches have been identified for next year send information to Bill Welch so that survey monkey can be used for electronic voting.
- Jim Sullivan to follow up with Devincent regarding injury report.
- Equipment Return on 4/23 7:30-9:00, email to coaches to remind them of date.
- Mike Guarino to draft letter from WYSA to Valley League regarding shortening the season to finish up at the beginning of March.
- Marty to provide a check for T-Stop (I-Mite t-shirts) – the amount approved is \$263.

Wakefield Youth Skating Association
Season June 2011- May 2012

Wakefield Youth Skating Association
May 8, 2012
Meeting Minutes

Attendees:

Rich Chambers	Kevin Haggerty	Jim Sullivan
Tracey Coyne	Francene Harrington	Bill Welch
Brian Donohoe	Marty Kane	Christine Wilson
Mike Guarino	Tim Miller	

Review of Previous Minutes: The April meeting minutes were reviewed; two changes were made to the minutes. A motion was made to approve the minutes and the motion passed by the attendees.

Public Participation: None

Financial Update: Marty discussed the banquet and the coaching reimbursement as two places where costs have increased over the past two years.

The banquet cost increased because the venue was changed to the Elks and a caterer was used. The cost per person was \$14.95 instead of the price from last year (2011) \$9.99.

The coaches patching and on-line instruction certification has increased because Mass Hockey requirements have changed over the past few years. Tracey will provide Marty will an estimate for patching based on the current regulations. The following guidelines were discussed as a way to limit the cost each year:

1. Only 3 coaches per team should be patched
2. On-ice help needs to registration with USA Hockey, but not be patched
3. Level 4 patching should be pro-rated so that WYSA pays a portion of the cost each year the coach continues to participate in the Wakefield program.

Miscellaneous Business topics:

1. Banquet – The family members that represent the High School Girls Guifire Award asked that the award be given out at the WYSA banquet and not at the high school banquet. Jim will speak to Jack Foley about having the presentation made at the WYSA banquet next year. The award recipients for this years awards are:
Here are the award winners:
Gentile Awards
Mites – Evan Simoneau
Squirts – Chris Coombs
Pewees – Austin Collard
Ramsdell Award – Ben Yandell
Kirk Award - Joseph Cerulo
Guifire Award -Jacqueline Mansfield
2. Team Placement Feedback – Jim shared that he received approximately 6 phone calls regarding next year's placement. One of the discussions surrounded the weight that the coach's evaluation is given. The comment was made that the coaches' evaluations should be

Wakefield Youth Skating Association
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turned in sooner so that they do not hold up the process.

The tryout policy and process will be reviewed at the June meeting.

3. Email Process – The board was happy with the way that the notifications went out. There were a few issues that need to be worked out and corrected for next year. The entire tryout process and communication will be reviewed and documented.
4. The current numbers for next year's team was reviewed.
At the request of a parent a player is being moved down. This allowed one player to be moved up to that team. Mike Guarino will follow up with both families regarding the movement.
5. Players drop/refunds – There were 3 players that registered for tryouts and did not attend the tryouts. Refunding the registration fee for these players was already discussed and approved. In addition, there were 4 players that attended tryouts and have since dropped. A motion was made to reimburse \$100 to those players that attended tryouts and have decided not to skate with Wakefield. The motion only applied to the four players discussed. The motion was passed.
6. On Line Voting – Due to timing the following coaches were approved by the board using on-line voting.
Tom Covelle – Bantam2
Rick Veerman – Peewee 2
Brian Callahan – Peewee 3
Mike Boudreau – Squirt 2
Robert Guida – Mite 3
A motion was made to nominate George Carino as the Mite 2 head coach and Dave Doherty as the Mite 4 head coach. The motion was passed by the board.
At this time there are still two head coaching positions that need to be filled, Squirt 3 and 4.
7. Coaches Reimbursement – discussed under financial report.
8. Equipment Return Night – Rich Chambers provided an update on equipment that has not been returned. The list will be updated and emails will go out to the responsible individuals.
9. Open Board Positions – following positions will be voted on during the May 21st meeting. President, Clinic Director and Age Directors for (Midgets, Peewees and Mites)
10. Annual WYSA Meeting – May 21st
A reminder that the WYSA annual meeting will take place on May 21st at 7:00pm.
11. Website Updates – Small changes have been requested to the website, Brian will work with the website developer to have multiple pricing available for next year.
12. Items to be considered for next year. The board need to decide if any changes in vendors are going to made next year. The following areas need to be reviewed by the board: photos, apparel and skills for next year. The contracts and commitments will need to be addressed in the next few months.
13. Pre-season Skills – looking at the end of August to hold the skills session in Malden.
14. Pre-season Off ice camp – In conjunction will the on-ice skills, WYSA would like to offer a week of off-ice camp. Brian will put together some options for this type of camp including using the upstairs space at Hockeytown and options of who could conduct the training.

Functional Reports:

Clinics - Nothing to report

Learn to Skate - Nothing to report.

Goalie Clinic –Nothing to report.

Wakefield Youth Skating Association
Season June 2011- May 2012

Learn to Play Hockey – Bill believes that there is one player that needs a refund for this program. Bill will research the player and submit the request to Marty.

I-Mites: Nothing to report

Mites: Nothing to report

Squirts: Nothing to report.

Pewee: Nothing to report.

Bantam: Nothing to report.

Coaching Coordinator: Nothing to report.

Purchasing: Tim will review the current inventory, but a sock order will need to be made.

Equipment: Rich will update the board on the outstanding equipment that needs to be returned.

D10: New D-10 registrar has been elected. Tracey will email the current team rosters to the coaches.

Valley League: Nothing to report

Other Business

Mike Guarino had a follow up conversation with the Valley League regarding the season going into April. The league has received similar feedback from other towns. The concern that the Valley League has is that the cost of ice will increase if the Valley League changes the amount of ice that they are using or shorten the 8 months that they purchase ice. The board felt that it is worth discussing this with other D10 members and surrounding Valley League participants.

The Next meeting is scheduled for May 21st, at 7:00 in the Americal Civic Center.
The Meeting Adjourned 9:40pm.

Action Items

- Jim to follow up with Jack Foley regarding the high schools award.
- Kevin to follow up with player Hanson regarding goalie equipment and applying refund to account.
- Mike to follow up with squirt families regarding player movement, one up/one down.
- Brian to provide a proposal for off-ice training at Hockeytown.
- Bill to follow up on TLP participant that needs a refund.
- Tracey to email rosters to the coaches.
- Fran to schedule civic ctr for June 25th and cancel the July 9th meeting date.

Wakefield Youth Skating Association
Season June 2011- May 2012

Wakefield Youth Skating Association
May 22, 2012
Annual Meeting Minutes

Attendees:

Tracey Coyne	Mike Guarino	Tim Miller
Brian Donohoe	Kevin Haggerty	Jim Sullivan
Don Dubuque	Francene Harrington	Christine Wilson

WYSA Board Members

The ballots were distributed and counted. The following people were elected:

President – Jim Sullivan

Clinic Director – Brian Donohoe

Peewee Age Director – Kevin Haggerty

Public Participation: None

Annual Report: Jim provided the group with the annual report.

To start the objective of the organization was read.

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.

Over the past year the following items were highlighted:

- 16 teams and 207 players participated in the 2011-2012 season.
- The organization added a 6th grade team this year.
- The Learn to Skate program was enhanced with a contribution from the Cheever Grant
- The Learn to Play Hockey program was established this year.
- Squirt 1 won the Districts, the first time since 2007 and they placed well at the States competition.
- Tryout results were sent out via email eliminated paper and postage costs.

Some of the challenges that were identified were:

- Keep it about the players
- Tryout process and placements
- Goalie retention
- Quality coaches
- ADM model and the league availability

Financial Update: (To be discussed at the June Meeting)

Jim made the following comments about the financial side:

- The organization is run with sound fiscal responsibilities.
- The tuition fee has not increased.
- The tournament reimbursement money is being used by more teams.
- Equipment purchases have been monitored.
- The organization continues to run small teams.
- Motion was made to purchase a new version of Quick Books. The motion was passed by the membership.

USA Mass Hockey: The price for player registration has increased for next year.

Wakefield Youth Skating Association
Season June 2011- May 2012

The Board: The following changes occurred over the last year.

- Maureen Leone has resigned as secretary after serving 12 years on the board.
- Paul Buckley, Bill MacKay and Rich Chambers have also left the board.
- There will be a change in the treasurer position.
- New members Fran Harrington, Christine Wilson and Don Dubuque have joined the board.
- There are open seats for the Bantam and Midget age directors.

Objectives for the coming year:

- Run the association for the good of the members
- Control costs
- Conduct some fundraising
- Continue to bring in new board members
- Work to run with transparency
- Grow the organization

At the June meeting the board will vote on open positions.

A motion was made to suspend the meeting until the June meeting so that the financial report can be included in the report. The motion was passed by the membership.