

**Wakefield Youth Skating Association  
December 12, 2011  
Meeting Minutes**

**Attendees:**

Rich Chambers  
Tracey Coyne  
Brian Donahoe

Don Dubuque  
Kevin Haggerty  
Francene Harrington

Marty Kane  
Tim Miller  
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 2<sup>nd</sup>. 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

**6<sup>th</sup> 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.

**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.
  - 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.
3. 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.
4. 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.
5. Valley League waivers – none of file to date.
6. Try hockey next date is February 18<sup>th</sup>, 9:00am.
7. 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.