



Cortland County Youth Hockey Association (CCYHA)



# Monthly Board Meeting Agenda – Dec 03, 2025

**Meeting Date: Wednesday, Dec 3rd**

**Time: 7 pm**

**Location: Hobos**

**Approval Date:**

Attendees: (X=Present, NP= Not Present, G=Guest)

X Shannon Spalding	President	X Julia Nye	Operations Director
X Jodie Delage	Vice President	X Melissa Quinlan	Scheduler
X Joy Hines	Communication Director	X Erica Eaton	Fundraising Director
Tara Wetherell	Treasurer	X Kelsey Malchak	Tournament Director
X Jordan Perkins	Registrar	X Rose Martini	IP Coordinator
			Guest

## 1) Call to Order, Time: 7:10

## 2) Approval of Minutes: Jordan motion, Rose second, approved

### Directors' Reports

#### 3) Treasurer's Report: .

- Reach - Eagles are also doing, so we'll get a discount monthly.

#### 4) Communication's Report:

- Working on background check and safe sport training
- Sent out Nov minutes for approval
- Accessed CCYHA gmail account, and sent out Thanksgiving message.
- Pending info to work on setting up TV in JM lobby...
- Team Manager expectations communication and maintenance of player forms - \$500 fine form now provided.

#### 5) Registrar's Report

- New coach can be on ice until 12/31 can do 6-8u, w level 1 w 6-8u course. there's a grandfather clause allowing expired level 1 course... there's a new name for the level 1

course. Working on clarifying requirements. Won't know more until next week, so coaches may only have a couple weeks to complete several courses.

- 10u travel will be playing at colgate.. Request to be added to insurance. We do not have travel insurance because our kids travel w parents not on a bus like a college. Our insurance travels w us through USA hockey.

#### **6) Operation's Report:**

- Snowbelt teams bracketed - 10u has lots of even teams. No issues.
- Executive session 7:42. To 7:56.

#### **7) Coaching Director's Report:**

#### **8) Scheduler's Report:**

- Lot of changes/swaps needed, JM has been accommodating, even removing sports court time that was scheduled. Some skate n shoots added for xmas break!
- 10u and older, please share w team, when using game sheets - entering minor or major penalties, need to be careful to enter correctly so kids don't get benched for the next game. Refs do have to report majors/game misconduct, which is a check, but important that families enter carefully correctly. And the minor/major times do not run concurrently, so have to run the minor time out first and then the additional time starts afterward. Instructions need to be noted in the booth. Sounds like the rule book may be ambiguous. Would be good to confirm with additional refs.
- Gift options for head coaches instead of gift cards? Possibly different levels of gifts for assistant coaches. Voucher for webstore?
  - JOY to create a voucher/certificate for \$75 for the 5 level coordinators: include on there to email melissa - [quinlanhockey@gmail.com](mailto:quinlanhockey@gmail.com), for whatever they want -WHEN NEEDED BY - NEXT WEEK? o order or if they'd like a credit to child's account. Send vouchers to shannon.
  - \$50 for head coaches.
  - \$10 byrne dairy for assistants. **TARA to get gift cards.**

#### **9) Fundraising Report:**

- Discussion of bottle and can drive, and pancake breakfast, and run/walk, possible locations for a bbq
- Team fundraisers managed by VP currently to avoid overlap, should reassign this duty to Fundraising Director.

#### **10) Tournament Director's Report:**

- FOI short just 2 teams - 1 red and 1 blue. Have a sponsor for IP. Doing online programs this year. Lowered prices. 6-7 vendors are lined up. Silent auction (quinlan mom). Sweatshirts. Book lady. Run it back. Michelle Farron - crochet. Photo people. Do have some blocks, but not discounted.
- - contingency plan for not running concessions? Food truck at fairgrounds?

**11) IP Coordinator's Report:**

- Working on roster for camillus tournament. Executive session 8:39 pm. Until 9:10.

**12) Vice President's Report:**

- No updates/complaints

**13) President's Report:**

- Executive session 9:11 pm. End 9:36.

**14) Next meeting: Jan 7th at 7 pm at Hobos**

**Future Discussions**

- Bylaws
- Need to update boards for current Sponsor and reorganize banners to showcase our states, sectionals, and add our tournament ones at the end
- Future consideration: Mite manager meeting needs to be scheduled ASAP once teams are split out and managers assigned.
  - ALSO - Need to document decisions between meetings... WHERE?  
ADD IT IN HERE!

**Motion to Adjourn**

Shanon motion Jodie second.