

# **Meeting Minutes**

## **Jaguar Hockey Club Board Meeting**

### **August 16th, 2024**

The Meeting was called to order by Secretary Melisa Kochniarczyk 7:03 PM

#### **▪ Roll Call**

Present: Present: Lauren Walsh, Melisa Kochniarczyk, Griff Schiele, Mark Karkoska, Eric Scott, Colleen Krol, Melissa Reese, John Wirkus, Denise Spreeman, Elyce O'Sullivan, Sean Mikos, Kristin Dondlinger, Ryan Melling

#### **▪ President's Address**

Lauren Walsh

- o Crossbar - Almost everyone has registered with Crossbar. The few remaining we are working on.
- o Please remember neck guards
- o Officials - Please remember we are in an official shortage. We need to remind ourselves that nothing you say or do is going to change a refs call. Yelling at a ref will only make matters worse. If you are asked to leave a game it is now a 5 game suspension. Also, please remember that most officials are kids, please be patient & understanding.
- o Inwood - we are hoping for a September 24th start date.
- o Tournaments - we will start charging teams for tournaments in the next week.
- o Please make sure your family participation, Rules & Ethics, tournament policy and injury policy are completed on Crossbar
- o Coaches contracts will be done by the end of the week. Will be using DocHub.

#### **▪ Approval of Meeting Minutes**

- o Motion to approve the August minutes was motioned by Colleen Krol and Second by Denise Spreeman. Motion Passed.

#### **▪ Treasury Report**

Tracy Miranda

- o I am in the process of reconciling the account
- o I have paid all bills
- o Deposit will be made of all monies collected this week
- o Getting ready to cut the Fall coaches' checks or add as credits to skater accounts
- o I am in the process of applying payments to accounts
- o This weekend, I will make sure that everyone is registered for the fall season.
- o Check mail slots for board members as mail has been put into them.
- o Please make sure you give me a heads up when paying for things with your cards & that any receipts are forwarded to me - not including tournaments. Just needs a heads up now that we will be using the account more regularly and this is when we get a lot of fraud.
- o iPads for Mites are in the office. I have one new one at home as I was waiting on the case to come in.

#### **▪ Vice President of Hockey Operations**

Mark Karkoska

- o I have head coach gift cards & skater discount cards for all the team managers. Please come see me after the meeting ends. As a reminder, the head coaches get a \$250.00 gift card, and all Jaguar Skaters get \$25 off a \$50 purchase.
- o The Fall bulk order is approved for payment. Pure Hockey has estimated the delivery timeline to be 8-10 weeks from 9/16/2024. That means players should get their orders around Thanksgiving. Bulk orders will be sent to the equipment manager, not a direct shipment. The store will be added to the website once it's available.
- o I have started working on the Jaguars' Holiday store. The store features Pure Hockey Jaguar Spirit wear. Warmups, game socks and practice jerseys will also be available for purchase. The store will be added to the website once its available
- o The Jaguars' year-round store is still available to purchase Jaguar gear. We have sold 78 Items for \$3549

#### **▪ Vice-President of League Affairs**

Eric Scott

- o **NIHL -**
- o Last meeting was August 19th - notes were discussed at our board meeting.
- o Sept 9 was the presidents meeting, Lauren Walsh and Gregg Stornello were present.
- o Scheduling was Sept 14, the deadline to post is 9/17 - our club is in compliance with all entered.
- o Seeing round begins 9/20/24 thru 10/30/24
- o Managers need to score home games immediately, or you will be paying the fine.

- o Keep ALL score sheets for the entire season.
- o **NWHL (Melisa Miller) -**
  - o Final team counts are due 9/17/24
  - o Draft sheets are due 9/27/24
  - o League is moving to Crossbar - should be live on 9/19/24
  - o Be sure to vote on possible rule changes - Jaguars have completed their votes.
  - o Roster Numbers are due next week
  - o Nov 22 is the next meeting
  - o Talking about subbing players from lower teams to play on higher teams, but not sure how to police it properly without it being taken advantage of.
  - o Need reps from clubs to help out during playoffs and championship games
  - o Talked about all levels (Mites - Squirts ect) playing all playoff game at same rinks
  - o 3 weekends are needed for playoffs due to lack of ice
  - o Need to send Jen the new secretary club contact information and team count
  - o Possibly moving to game sheets
- o **CUHL (Mark Karkoska/Eric Scott)-**
  - CUHL season has started. All mite teams should have received their game sheet codes, if you don't have your code please see me after the meeting.
  - CUHL will provide regular compliance reports, meaning players are playing for the correct teams. Issues were raised during the first week of the fall season already. We can further discuss in closed session.
  - Any official roster changes/additions must be submitted to Michele Payne at the CUHL . Mite team managers should follow up with Ryan Melling and I if that comes up.
  - New officials will be wearing green armbands. Please ensure your coaches & parents are aware and support these officials properly. This is the "Student Driver" bumper sticker for our league. We are a developmental league for EVERYONE on the ice, so please be respectful and patient.
- **Secretary/Registrar** Melisa Kochniarczyk
  - o Will be working with Ryan Melling to get a checklist for managers
  - o Waiting on just a few coaches / managers credentials to come through so they can be added to the rosters.
  - o All teams that have sent in requests for a tournament have been registered and paid for. Tracy mailed a large check for Grinder Hockey for multiple teams.
  - o There are still a few teams that need to confirm if they will be doing any more tournaments
  - o Have taken care of any travel permits for U18 & U16. Will continue to do so for teams in the coming weeks.
  - o AHAI login - there is an issue with AHAI, I'm not able to see any of Jaguar contacts. I can see another club's information, and have sent an email to Laura Johnson.
  - o Any managers that need me to create labels let me know and I'll get that done.
  - o Please be sure to have neck guards and ear coverings on (older kids)
  - o No parents in the locker room, must be Safe Sport Certified and Background check.
  - o Once Development starts up I will be visiting them to make sure all coaches on ice have proper credentials.
- **Development Coordinator** Colleen Krol
  - o We are all scheduled for the coming sessions and are just waiting for Inwood to give us the green light.
  - o We are currently delayed and I've been notifying everyone who is currently registered
  - o As soon as new registration is received, I will immediately send it to them as well.
  - o I need to schedule a day or two to meet new families for rental equipment, but I have to schedule that with Inwood sine they tend to lock the gate before I can get here after work
  - o Also just wanted to ask all the board members to continue to forward any Development communication my way. The new website seems to be a little confusing for some and they are reaching out to Melissa, John etc.
- **Chairman of Rules & Ethics** Sean Mikos
  - o Thanks to everyone for the help on team meetings It sounds like it has been going well. There were no issues that we are aware of at this time over the past month.
  - o Some items to keep in mind for this season are
    - It is now a 5 game suspension if removed by the ice official.
    - Alcohol policy shall be followed at each of the rinks. If you are observed with alcohol in the stands at Inwood for instance you will be asked to remove it from the premises
    - All forms have been required digitally this year. Please read, review and digitally sign accordingly.
    - Cell phones in the locker room shall not be out. Players can place cell phones in their bags & have wireless headphones to listen to music prior to games/practices.
    - 24 hour rule is enforceable & can lead to suspensions if not followed

- Parents should not be in the locker room since they are not safesport certified. If younger children need assistance getting dressed or skates tied, please have them excite the locker room to do so or ask the coach supervising in the locker room.
  - Parents should not allow siblings to run around facilities without supervision
  - No hockey in lobbies or other activities as described at various facilities.
  - If the schedules allow, I hope to meet with my committee in the next couple of weeks to go over any procedures.
- **Director of Fundraising** Melissa Reese
  - o Fundraising has begun!!
  - o **Domino's Pizza Card** Fundraiser is a week in and families have sold over 100 cards already. Each family will earn \$10 per card in their crossbar account once the fundraiser is completed. We have 1 week left in this fundraiser
  - o **Banner Sponsorships & Direct Sponsorships** are starting to come in for families. Those funds will be applied to their crossbar accounts once I process them into the spreadsheet. Direct sponsorships will be collected anytime throughout the year and Banner Sponsorships are due by Feb 1 - no exceptions. Banners will be hung June to June
  - o **Fantasy Hockey** - is off and running! This fundraiser runs until December 1st. Families earn \$11 per ticket sold into their crossbar account once the fundraiser is completed. I have some tickets available for families who are still interested in selling them.
  - o **The Wreath Fundraiser** will begin soon. I am finalizing the catalog & going through materials. I should have the wreath store website up and running this week. Details will be sent out.
  - o Canlan in Romeoville is hosting their 2nd annual Trunk or Treat event on October 19. They are looking for vehicles for the event which will be 2-5 pm - if interested please let me know.
- **Concessions** John Wirkus/Melissa Reese
  - o We got through North Coast and will be at SeatGeek until November 3rd
  - o 1 More event at CU1
  - o Hours were sent out to families last week
  - o We have tip money for the deposit
- **Director of Marketing** John Wirkus
  - o Have to work on the sign for the doorway.
- **Director of Technology and Communication** Denise Spreeman
  - o I don't have much just to welcome new managers.
  - o Send me team pictures / updates - games - tournaments - team outings
  - o Reach out to me if you're having issues with crossbar
- **Ice Scheduler** Kristin Dondlinger
  - o Mite CUHL seeding scheduling was done a couple of weeks ago and went well. They released the grids earlier in the day this year which made everything easier.
  - o NIHL Seeding scheduling went very well. Kudos to the people who came in or stayed over to fill in for managers who couldn't be there. There were zero issues & the good communication helped everything go smoothly. Kudos for Ryan for all his work collaborating with the managers & me to get game swaps settled
  - o Games have all been posted to Crossbar & that process is going so much easier now with the API that Crossbar created with ScheduleWerks
  - o Still working out some kinks with the API to get development synced with Crossbar correctly so those can be entered more easily
  - o Practice schedule is currently through 9/22. Some ice slots were added at Canlan starting this week so we have more room at just the right time with games starting. Will be finalizing a schedule for 9/23-9/29 & hopefully adding inwood back in after that week.
  - o Some confusion with off ice for a few PW - Midget teams during the first week. A reminder to managers that the off-ice schedule will be coming out weekly via text & you will need to add them to Crossbar so your teams don't miss it. Attendance is expected as parents are paying for it in their fees.
- **Member at Large** Mike Lazzari
  - o The application for the scholarship was emailed to Ryan Melling to get out to the managers.
  - o I spoke with Griff in length after the last meeting, he had a great idea to make it so online only, no paper. I think that is a great idea if we can do it this year. If not definitely next year. I would also like to open the scholarship up to in-house as well. I will start working on forming a committee sometime in the next week. I haven't heard back from Mark at Cemenos I will reach out to him int next few days.
- **Equipment Manager** Elyce O'Sullivan
  - o Practice Jerseys have been ordered for those that need them through Egan. Players only new to the club will get these. Midgets will get a purple and white - Mite - Bantam white and black.
  - o Pure Hockey order approved today - Mark forwarded invoice to Tracy

- o Pure Hockey order includes extra Tyke & Intermediate (for Midget) socks for our stock
- o I created a sock google doc, Lauren and Melisa will invoice and then I will work to get socks for players when needed.
- o Will look at trying to get practice jerseys to teams that have games this weekend

#### ▪ **Manager of Managers**

Ryan Melling

- o All Team managers staffed
- o Managers are all in place, took a bit longer than intended but as of 9/7 we have all of our managers for our teams.
- o Team meetings are well underway. We should be wrapping those up in the next 7 days. I appreciate everyone who has jumped in on those to represent the board & speak about the important talking points.
- o There will be a manager meeting on 9/23 at 7:00 PM at Inwood If you would like to attend please respond to the invite that will be going out tonight.
- o I am partnering with Lauren and Melisa to ensure all our player & parent documents are signed and complete.
- o Once we determine what's needed we'll filter that out to the managers and see that those individuals complete it on their end.
- o NIHL Seeding Schedules competed
- o All other teams are complete, adjusted and have been submitted to the NIHL website with Crossbar.
- o Thanks to managers - Brian, Renee, Coach Limjoco "Jaguar Expert" Phoebe and stand-in assistants Cheryl Zeleny, Dan Nyalka and Coach Scotty K for helping when we were so short handed going into this. Also thanks to Lauren and Stormy for validating the division error for Bantam 2.
- o NIHL is still impressed & appreciative by how we conduct our business. They several times spoke about how organized and cooperative we are with them.
- o Saving the best for last, I can't express the gratitude & appreciation I have for Kristin and everything she does. It's because of her readiness, organization and attention to detail that she is able to make what happened over the weekend possible. I can thank her enough.

#### ▪ **Team Updates**

- o U16 - was up in Minnesota over the weekend playing in a showcase. They went 1-3 but played some tough competition and stuck in each game. No blowout games. Team really came together on and off the ice.
- o The team got together with the U18's and all the coaches to send the McDonald family some love for Hunter's walk. If the team wasn't in Minnesota they would have been walking with them.
- o U18 - Have been out of town last 2 weekends - showcases are going well. Have some work to do but every game got a little better. Coach is glad they went.
- o Coach Targett asked to please make sure players are wearing their equipment right and that it properly fits.
- o Mite 1 - played two games this weekend and won. Off to a great start.

#### ▪ **Open Floor**

- o Is Live barn going to be put in - the board has not heard anything more on the subject from the Park District in months so we are not sure.
- o Will try to get blackout gear online - squad locker - Elise Stadler is an option to help make items as well.

7:53 PM Colleen Krol Motioned to adjourn. Denise Spreeman Second. Unanimously approved to adjourn.