

HAYHA Board Meeting June 16th

5:30pm, Golden Eagle Construction

In attendance: Chad Senechal, Jed Snyder, Chuck Denowh, Scott Fanning, Sabrina Pfeifer, Adam Strainer, Alyssa Kennedy, Andrew Hess

Board Adjacent: Ashlee Sheridan, Corey Whitmore

Absent: Michael Palcisko, with previous notice

General Membership: Amy Deitchler

Motions:

Minutes:

May meeting minutes approved – Scott second- Sabby – All approved

BFS Donation:

Jerseys purchased with BFS donation will go towards 10u Travel with 40-50 total- Chuck motion

Action item for Mike: Follow up on missing jerseys

Motion to make a payment, to Rudd & Co up to \$1200 to file 24-25 taxes - Jed motion, Scott seconded, all in favor

Motion to adopt and send out Referee In Chief Job Description, motioned by Chuck, seconded by Sabby, all in favor- to express interest, send an email to the board by July 10th

Annual Meeting July 21st

3-4 bullet points of what was accomplished & what is being worked on for upcoming season

Action items: review Chuck's dress code policy

Division Head Coaches:

6u- Byron Dike motion Andrew, second Chuck, all in favor

8u- Jeremy Wilde motion Andrew, second Chuck, all in favor

10u- Josh Lewis- motion Alyssa, second Chuck, all in favor

12u- Justin Kennedy – motion Sabby, second Scott, all in favor

14u- Wendell Richards – motion Adam, second Andrew All in favor

HS- Bill Shropshire – pending submitted application and requirements meeting

HAYHA Andrew motion, Scott second, all in favor

General Meeting Summary:

- **Tryout Scheduling:** Tryouts set for August 3-5, two sessions planned; waiver requests for absences due by June 30 with flexible approvals.
- **Tournament Planning:** 12UA registered for Billings; avoiding date overlaps; new debit card for payments arriving soon with reimbursement option.
- **Jersey Sponsorship:** BFS sponsorship funds approx. 40 new 10U reversible jerseys, ordered by July meeting; sizing data being collected for accuracy.
- **Financial Updates:** \$1,200 approved to file overdue nonprofit taxes; registration fees rise by \$50 after July 3; monthly billing for off-ice practice discussed.
- **Coach Appointments:** Division head coaches approved for 6U to 14U, noting disciplinary history and support plans; no high school coach yet.
- **Branding:** Plan to promote black helmets, gloves, pants starting with older groups; unified logo sought with member input before decisions made.

Notes

Tryout Scheduling and Waiver Process

The board is moving tryouts earlier in August to better prepare for the season, with the first week (August 3rd-5th) designated for tryouts, aiming for a two-session format for high school division, pending confirmation from division head coaches (07:08).

- **Waiver flexibility introduced** to accommodate players with scheduling conflicts, like distant jobs, allowing approved absences without negative impact on tryout evaluations, provided requests are submitted by June 30th (07:55).
- **Tryout attendance impact explained:** Attending one tryout day is significantly better than none, especially for players on the cusp of team placement, where evaluations are critical (10:53).
- **Communication and contacts:** Parents should submit waiver requests by email to the division representative (Adam), with approvals handled liberally this year to ease transitions (13:45).
- **Tryout timing:** Evening sessions from 5 p.m. to 9 or 10 p.m. are planned, with Tuesday likely to be one of the tryout days to ease scheduling challenges (10:53).

Tournament Planning and Scheduling

Tournament director Cory Whitmore is consolidating tournament dates with an intent to complete the list by the August board meeting, noting some popular tournaments like Billings and Watford City already filling up quickly (16:16).

- **Tournament sign-ups:** 12UA team has already registered for the Billings tournament; Watford City and Billings are viewed as desirable and accessible locations (17:02).
- **Debit card update:** A new debit card for tournament payments is in process, expected to be delivered soon to Scott, with reimbursement options available if needed prior to receipt (18:14).
- **Scheduling conflicts:** Planning on going to avoid tournament date overlaps within the state, with a proposal to host a 6U tournament on a weekend that does not conflict with other local tournaments (20:08).
- **Tournament committee:** There is recognition of the potential need for a committee to assist with tournament organization, especially for upcoming state tournaments like the 12U State (22:27).

Jersey Sponsorship and Inventory Management

The board approved using the BFS sponsorship to purchase new 10U jerseys, with a final order and cost confirmation to be completed by the July meeting, leveraging a sponsorship offer for approximately 40 reversible jerseys at an estimated cost of \$2,500 (30:01).

- **Jersey sizing and distribution:** Most 10U players require small or medium sizes, with large and extra-large sizes also needed due to variation in player size; the board plans to work closely with Bailey to gather accurate sizing data (28:55).
- **Future sponsorship plans:** The sponsor who funded 12UA jerseys last year is willing to sponsor the 12UB jerseys this year, maintaining consistency and quality across teams (25:32).
- **Inventory control improvements:** Discussion on reorganizing jersey storage by team rather than division to avoid mismatched or oversized jerseys being assigned, aiming for better fit and professional appearance (26:12).
- **Order timeline and logistics:** Emphasis on ordering by the July meeting to meet typical 4-6 week production and shipping timelines, ensuring jerseys arrive before the season begins (24:24).

Financial and Operational Updates

The board acknowledged the need to file overdue nonprofit taxes for fiscal year 24/25, approving up to \$1,200 to engage Rudd and Company for tax filing to maintain compliance (23:29).

- **Registration slow start:** Only 28 registrants currently noted, considered light compared to past years, with anticipated uptick as early bird fee deadline (July 3rd) approaches (51:39).
- **Fee increase handling:** The board agreed to increase registration fees by \$50 starting July 3rd, distributing the increase proportionally across payment installments for easier management by registrars (52:59).
- **Off-ice practice billing:** Discussion on standardizing monthly billing for high school off-ice practice to ease payment processes, with consideration to pay a consistent monthly fee based on average attendance rather than variable per-session billing (16:03).
- **Digital payment challenges:** Lack of a current debit or credit card complicates digital payments to rink facilities; consistent monthly payments preferred to simplify accounting (28:28).

Division Head Coach Appointments

The board reviewed applicants and approved division head coaches for multiple age groups, emphasizing qualifications, disciplinary history, and the ability to manage parent interactions (32:31).

- **6U and 8U:** Byron Dyke (6U) and Jeremy Wild (8U) unanimously approved, both with prior coaching experience and positive reputations for leadership and patience (32:31, 33:33).
- **10U:** Josh Lewis with board confidence bolstered by his commitment and support structure from division reps and managers to handle parent relations (36:03).
- **12U:** Justin Kennedy approved as division head coach, recognizing his level four coaching certification but noting a suspension for the first game due to last season's team's penalty minutes in final weekend; board accepted with caution and support from Alyssa (37:03).
- **14U:** Bob Richards approved as division head coach based on strong track record and multiple children in the program (38:06).

- **High School:** No formal applications, however Bill Shropshire had emailed the board and expressed interest. Board approved Bill pending completed Division Head Coach Application through Crossbar(38:06).

Branding and Uniform Standardization

The board discussed implementing a voluntary preference for black helmets, gloves, and pants to enhance uniformity across teams, proposing a phased approach starting with older age groups such as high school and working downwards over several years (59:27).

- **Logo consistency:** Current use of five different logos across divisions noted as confusing; preference expressed for one unified logo to strengthen organizational identity (02:05:22).
- **Trademark considerations:** Existing logos are licensed from designers with agreements in place; the board prefers owning its own logo outright for future control and merchandising (02:10:47).
- **Member feedback planned:** The board intends to poll members for input on logo standardization before making final decisions, aiming to balance tradition with brand cohesion (02:13:09).
- **Communication plan:** Preference for encouraging black gear use without strict mandates initially, with sensitivity towards gear rental program, hand-me-downs, and parental backlash, with gradual enforcement over time (02:00:14).

Action items

Sabby Pfeifer

- Assist with marketing communications including summer camp progress updates, registration deadlines, and coach application reminders; improve email engagement by including content in email body (46:18)
- Update and disseminate revised referee in chief job description to membership with application deadline around July 10 (01:31:06)
- Follow up on SafeSport training reminders specifically targeting players turning 18 to ensure compliance for next season (44:25)

Cory Whitmore

- Continue updating tournament schedule and communicate updates to age group representatives; coordinate tournament sign-ups and logistics (16:16)
- Reach out to Maha organization regarding 14U girls Tier 2 playoff bid details and potential financial and logistical considerations (40:24)
- Research vendors and options for new cross-ice boards focusing on design improvements and functionality; report findings to board (01:38:34)
- Lead grant applications and sponsorship efforts to fundraise for new cross-ice boards; provide progress updates in upcoming meetings (01:45:18)
- Clarify billing options with rink management regarding off-ice practice sessions to propose a consistent monthly billing structure (02:29:56)
- Assist in selection and recommendation of division head coaches; monitor and address any disciplinary concerns (02:31:53)

Chad Senechal

- Draft and send letter regarding the status and return expectations of 12UA jerseys to address custody and policy concerns (01:13:56)
- Oversee preparation for the annual meeting on July 21, consolidating board achievements and goals to present (01:57:57)
- Work with legal and design resources to clarify logo ownership and trademark implications related to uniform and logo standardization proposals (02:13:40)
- Coordinate communication of tryout plan deadlines and expectations to division representatives and coaches to ensure timely scheduling (02:58:44)
- Facilitate division head coach appointments and communicate tryout schedules and policies to relevant parties (02:57:23)

Scott

- Provide quote and finalize order details for championship plaques to support MAHA VP update and playoff bid recognition (35:20)

Mike

- Follow up on missing jerseys from 19U and 14U girls divisions; manage charges to families if jerseys are not returned by June 30 fiscal year-end (58:47)

- Reach out to potential girls' division head coaches, including Shay, to clarify interest and encourage applications (02:40:54)

Justin and Alyssa

- Encourage team gym attendance and coordinate payment responsibilities for off-ice practice sessions with Justin and Alyssa (02:27:19)

Board went to Executive Session

HAYHA Executive Board Meeting June 3rd

In attendance: Chad Senechal, Jed Snyder, Chuck Denowh, Sabrina Pfeifer

General Summary:

- **Player registration handbook nearly complete, launch imminent:** Registration opens soon; late fees begin July 27 with June 30 encouraged deadline.
- **Tryout fees clarified:** \$100 upfront, refundable based on team placement, with monthly payment plans available.
- **Coach application deadlines set:** Division heads by June 14, team heads by June 30, assistant coaches can apply anytime.
- **City rink project in progress:** \$1.6 million bid for new ice sheet; rental opportunities considered for program expansion.

- **\$500 grant secured for jersey sponsorship:** Grants will feature logos; tiered levels for future sponsors discussed to generate revenue.
- **Digital payment processes being streamlined:** A consistent fee structure for rink usage is under negotiation to ease administrative tasks.

Notes

Player Registration and Handbook Updates

The team is finalizing the player registration handbook, aiming to launch registration imminently with a clear fee structure and deadlines.

- **Registration launch imminent with handbook near completion (00:28)**
 - Chad is finishing handbook edits with only two pages left.
 - Registrar is available today and tomorrow to release registration; if delayed, she will launch with current content and update later.
 - The focus is on avoiding further delays to open registration promptly.
- **Late registration fee set for July 27, with encouragement to register by June 30 (02:22)**
 - The handbook includes a \$50 late fee starting July 27.
 - There is no official registration closing date, but June 30 is proposed as a recommended sign-up date to encourage timely registration.
 - This approach allows flexibility while providing a planning buffer before tryouts on August 1.
- **Tryout fee structure clarified as \$100 upfront, refundable depending on team placement (06:36)**
 - Registrants pay a \$100 tryout fee initially, which is forfeited if they do not make a team or choose not to play.
 - If players make house or travel teams, the \$100 applies toward overall fees.
 - Monthly payment plans are available with no added fees, expected to be popular.

- **Executive committee reviewing handbook sections, with tryout policy changes slated for June meeting (07:54)**
 - Chuck submitted substantive edits focused mostly on tryout policies.
 - The group plans to review other handbook sections in June, with tryout policies possibly extending past that meeting.
 - Feedback from executive members is encouraged before finalizing updates.

Coach Registration and Deadlines

The committee agreed on staggered deadlines for coach applications to enable timely team planning, with flexibility for assistant coach submissions.

- **Division head coach (Travel & House) applications due by June 14, team head coaches by June 30 (12:53)**
 - Division head coaches must be selected before tryouts to enable planning.
 - Team head coaches have until June 30 for applications, allowing time before the July meeting to review candidates.
 - Assistant coach applications can be submitted up to season start, with no strict deadline.
- **Coach application form to accommodate head and assistant coaches differently (09:22)**
 - The form will include a breakpoint allowing assistant coaches to skip irrelevant sections.
 - All coaches will receive the application since all are eligible for head coach roles.
 - Clear instructions will specify which sections apply to which coach types.
- **No guaranteed coaching spots; selection involves board and division rep recommendations (14:01)**
 - Division reps recommend division head coaches to the board.
 - Division head coaches nominate team head coaches.
 - Team head coaches nominate assistant coaches at season start, ensuring no automatic appointments.

- **Inclusivity of all coaching levels regardless of program type (13:33)**
 - The approach applies to both travel and house programs.
 - The goal is to have as many qualified coaches involved as possible for program strength.

City Rink Expansion and Relationship

The group discussed the proposed city-owned ice sheet project, supporting potential use by their program without direct fundraising involvement.

- **City rink project underway with \$1.6 million refrigeration and slab bid (15:34)**
 - A Helena group is fundraising to build and donate a new ice sheet to the city.
 - The city would own and operate the facility post-construction.
 - Discussions include adding warming huts and locker rooms, though city funding remains uncertain.
- **HAYHA's stance is open to renting ice time to expand programs cautiously (20:55)**
 - Jed supports using the new facility as a supplement to current ice needs.
 - The group prefers a non-committal, flexible approach to see how the facility develops.
 - Potential uses include moving overflow games, extra skill sessions, or morning/afternoon practice shifts.
- **Insurance concerns addressed with consensus that USA Hockey coverage remains consistent (22:28)**
 - The group agreed facility changes should not affect USA Hockey insurance as it follows player registration.
 - They will verify insurance details if the project proceeds further.
- **Attendance at upcoming city rink meeting planned with Chad and Chuck as maybes (23:47)**
 - The meeting is scheduled for tomorrow noon to 2 pm.
 - Chuck will attempt to attend; Chad may attend depending on personal obligations.

- They plan to relay updates and the group's position afterward.

Fundraising and Jersey Sponsorship Strategy

The committee approved placing a \$500 grant sponsor's logo on jerseys this year, with plans to develop a clear sponsorship policy for future revenue growth.

- **Exchange Club grant received for \$500 with logo placement commitment (29:05)**
 - Scott secured a \$500 grant with intent to put their logo on a jersey.
 - The grant amount is less than the usual \$750 sponsorship rate for jersey logos.
 - The group agreed to honor the logo placement to maintain a positive relationship.
- **Discussion on sponsorship tiers and jersey logo policies underway (31:57)**
 - Ideas include tiered sponsorship rates: \$750 for smaller logos, up to \$2,500 for solo logos.
 - The practice jerseys are favored as a suitable place for multi-logo sponsorships, keeping game jerseys cleaner.
 - This approach aligns with keeping costs down for families while generating revenue.
- **Executive committee agrees no broader board approval is needed to proceed (42:02)**
 - The committee considers existing silence as consent for the initiative.
 - Chuck will finalize and send out fundraising communications accordingly.
 - A jersey policy update may be needed to clarify sponsorship rules and prevent unauthorized logos.
- **Fundraising jerseys intended to be given to players, not sold to families (37:39)**
 - Jerseys with sponsors will be provided at no direct charge to players.
 - Families unhappy with logos can choose to wear other jerseys for practice.
 - The initiative's main goal is to raise money to support program development.

Operational Payments and Financial Processes

The group is working toward streamlined digital payment processes and clarified responsibilities for bill management and money transfers.

- **Efforts underway to establish consistent rink payment fees for digital transfers (53:31)**
 - Current fees vary monthly, complicating the setup of recurring digital payments.
 - Negotiations are in progress to agree on a flat weekly fee for gym usage, enabling automatic payments.
 - Digital payments would reduce manual check handling, easing administrative load.
- **Need for formalized payment approval and tracking process identified (54:55)**
 - Rachel (Treasurer) is tasked with drafting a process outlining who reviews bills and authorizes payments.
 - The process will cover handling invoices, approvals, and payment execution methods.
 - It will also define how and when YETI money transfers are made and tracked collaboratively.
- **YETI club expenses are paid separately by YETI, not by HAYHA (56:22)**
 - Invoices addressed to YETI are handled by their group, though HAYHA staff monitor copies.
 - This separation avoids confusion and ensures proper financial accountability.
- **Considering bank account consolidation weighed against security and convenience (53:45)**
 - Currently, YETI and HAYHA hold accounts in separate banks for security reasons.
 - Consolidation could simplify money transfers but may increase risk of unauthorized access.
 - The group will evaluate pros and cons before making changes.

Communications and Meeting Planning

Key communications initiatives and scheduling updates were confirmed, including promotion of notable alumni and upcoming meeting plans.

- **Promotion approved for professional player Brooklyn Schneiderhan (51:15)**
 - The group agreed to highlight Brooklyn's signing with a Swiss pro team on the website and social media.
 - Sabrina volunteered to coordinate messaging and contact Brooklyn's family.
 - Executive committee gave approval for membership-wide communications.
- **MAHA annual meeting attendance and expense policies clarified (25:39)**
 - Scott Fanning will attend the June MAHA meeting and can drive to avoid hotel costs.
 - Joe is tentatively invited to attend for continuity and will have expenses reimbursed similarly.
 - The group encourages carpooling to minimize costs.
- **June executive committee meeting tentatively rescheduled to June 15 (58:15)**
 - Chad proposed moving the meeting to Monday, June 15, to accommodate his travel.
 - Initial responses from members indicate availability; final confirmation pending.
 - Scott will lead the meeting in Chad's absence if needed.
- **Board email distribution list discussion deferred to June meeting (57:30)**
 - The group will revisit inclusion of appointed positions in general communications.
 - The objective is to balance comprehensive information sharing without overwhelming inboxes.
 - Alyssa will be consulted on referee chief job description dissemination.

Action items

Chad Senechal

- Complete final edits to the player registration handbook and coordinate with Ashley to launch player registration promptly, ensuring no delays despite Ashley's upcoming time off (00:28)
- Promote player registration encouraging sign-ups by June 30, communicate that registration remains open without a fixed end date, but a \$50 late fee applies after July 27 (03:55)
- Attend upcoming fundraising/ice rink meeting if possible and share meeting outcomes with the board (23:47)
- Confirm attendance and expense coverage for MAHA annual meeting for Scott and possibly Joe; coordinate institutional knowledge continuity (25:39)
- Coordinate with Sabrina and Chuck to develop and execute promotion strategy for Brooklyn Schneiderhan's professional hockey signing via website, email, and social media (50:50)
- Work with rink manager Jed to transition rink payments to a digital system with fixed monthly fee arrangements and explore banking consolidation for easier fund transfers (53:31)
- Support Rachel in developing a structured process for invoice receipt, approval, and payment, including procedures for tracking YETI money transfers; review drafts with executive committee (54:55)

Chuck Denowh

- Finalize tryout policy edits with substantive changes and coordinate broader review and discussion at the June meeting (07:54)
- Adjust coaching registration forms to differentiate head coaches and assistant coaches for efficiency; communicate deadlines for division head coaches (June 14), team head coaches (June 30), and assistant coaches (until season start) (09:12)
- Attend fundraising/ice rink meeting if possible and provide input on grant research and sponsorship communications (23:47)
- Support sponsorship communication efforts and finalize fundraising jersey email communications; develop jersey sponsorship policy language to codify logo presence and approval processes (42:44)

Sabrina Pfeifer

- Assist Chad with player registration launch and promotional efforts (00:28)

- Confirm availability for June 15 meeting and collaborate on communications regarding Brooklyn Schneiderhan's signing (50:50)
- Serve as ice scheduler and coordinate ice requests with rink management using designated email contacts (59:30)

Scott Fanning

- Manage coaching registration logistics, enforce deadlines, and support related communications (09:12)
- Attend MAHA annual meeting and coordinate attendance and expense coverage with Joe for institutional knowledge continuity (25:39)
- Represent at Exchange Club grant meeting if scheduled and report outcomes to the board (29:58)
- Assist Chad in assessing digital payment transition and rink invoicing questions (53:31)

Rachel

Develop and propose a formal process for invoice receipt, review, and payment approvals, including procedures for tracking YETI monthly money transfers (54:55)