

Special Meeting July 29th :

OOA Discussion & Outstanding Balances

In Attendance: Chad Senechal, Sabrina Pfeifer, Scott Fanning, Chad Denowh, Andrew Hess, Mike Palcisko, Adam Strainer, Alyssa Kennedy

KEY TAKEAWAYS OVERVIEW

- Reimbursements and Refunds: Approved Sabrina's postcard and summer camp refunds
- Approved \$100 tryout fee refunds for three withdrawing players
- Player Eligibility: Cooper and Bentley grandfathered with release; Remy's eligibility under review; formal releases required for returning players per MAHA rules.
- Ice Conditions: Monitoring rink ice quality closely; Sabrina checking schedule conflicts; goalie-shooter training plan pending for better practice use.
- Tryout Exceptions & Registration: Exceptions mostly resolved; late registration reopened with communication managed; concussion awareness promoted around tryouts.
- Past Due Accounts: Partial payments required before tryouts, full payment before season start; communication and outreach planned for overdue accounts.
- Board Coordination: Chad leads follow-ups; roles assigned for refunds, eligibility, and training plans; ongoing coordination with rink and families stressed.

Notes

Financial and Refund Decisions

The board approved reimbursements and refunds with clear policies to maintain fairness and consistency.

- Reimbursement approved for Sabrina's postcard expenses with flexibility on payment method including Venmo or check, to be coordinated between Sabrina and Scott (00:08)
 - Chad will handle the reimbursement process promptly to keep operations smooth
 - The board showed full support with no objections to the reimbursement

- Full prorated refund approved for Sabrina's summer camp session after replacements were found, reflecting fairness and previous precedent (02:57)
 - Refund prorated of \$128.29 from the date Sabrina notified the board after two dates of the second session
 - Decision ensures no financial loss as the session enrollment exceeded limits
 - Chad will coordinate with Ashlee to process this refund quickly

MOTION: Reimburse Sabrina for postcard expenses (\$245.99) & Summer Camp Session II pro-rated refund. \$100.29 is a credit on the account from Steak Booth Fundraising. Andrew Motioned, Scott 2nd, all in favor

MOTION: Refund of \$100 tryout fees approved for three players from Butte who withdrew, as they will participate with their home association. Motion by Scott, second by Mike, all in favor

- Alyssa assigned to coordinate refunds and communicate with the contact Josh Allmendinger
- This maintains goodwill and trust with families affected by association changes
- Policy established for past due payments requiring at minimum a partial payment before tryouts, with full payment due before season start (41:33)
 - Board consensus favors leniency if families make good faith payments prior to tryouts
 - No payment by tryouts start means no participation allowed, balancing fairness and financial health
 - Alyssa and Ashlee tasked to communicate and monitor payments, including follow-ups as needed
- Consistent application of payment policy for all outstanding balances, emphasizing fairness and accountability (43:22)
 - Payment plans must be documented and followed through with firm deadlines
 - Chad will communicate with families offering understanding but enforcing policy boundaries
 - The board rejected any informal exceptions despite difficult circumstances to maintain integrity

- For split families with partial payments, the board will hold all responsible parties accountable, stressing that the presence of past due balances blocks participation (45:16)
 - Chad will lead communication with the **name redacted** to discuss workable solutions
 - The board agreed that partial payments alone are insufficient without a clear plan
 - This approach aims to prevent abuse of the system and safeguard program funding

Player Eligibility and Transfers

Decisions and policies focus on honoring prior commitments while adhering to MAHA regulations and managing roster limits.

- **MOTION: Cooper and Bentley's return to Helena program if Butte releases them, recognizing their multi-year participation and commitment MOTION by Adam, seconded by Scott, All in favor**
 - Alyssa will coordinate obtaining formal release letters from Butte's president as per MAHA rules
 - This ensures compliance while supporting player continuity and team stability
 - Board acknowledged the emotional and community value in approving Cooper's case
- Open investigation and pending decision on Remy Peterson's eligibility, with Adam assigned to gather details on his registration history and commitment (32:06)
 - Adam will contact Remy's family to assess their intent and willingness to meet program requirements
 - The board will await Adam's recommendation before final decision, showing due diligence
 - This cautious approach manages risk of over-enrollment and ensures player commitment

- Policy interpretation clarified that players who participated last year are considered local, requiring formal release but welcomed back, aligning with MAHA's grandfather clause (27:07)
 - Chuck confirmed Helena's policy complements MAHA's and supports returning players
 - This maintains fairness while respecting association boundaries and player loyalty
 - Board agreed that such players should not be treated as out-of-area newcomers
- Adam to engage families of out-of-area players for detailed discussions on commitment and logistics, including travel and practice attendance (32:33)
 - Goal is to confirm realistic participation and filter out non-serious candidates
 - This "scare tactic" approach helps protect team culture and operational feasibility
 - Board expects Adam to report findings with recommendations for final decisions
- Refunds and player movements coordinated with home associations and MAHA policies to avoid conflicts, ensuring legal compliance and smooth transitions (22:02)
 - Three Butte players withdrawing were refunded their registration fees to avoid penalizing uncertain situations
 - Board recognized limits of their control if Butte refuses releases, focusing on contingency planning
 - This proactive communication approach reduces potential disputes and confusion

Ice Time and Facility Conditions

The board actively manages rink conditions and scheduling to ensure player safety and operational reliability.

- Rink ice condition concerns addressed with clear communication to stakeholders, emphasizing monitoring and safety without blaming facilities (08:26)

- Chad will summarize rink feedback and assure Joel and others that risks are minimal and managed
- Weather forecast of cooler temperatures next week expected to improve ice quality
- The rink has canceled some events to allow ice recovery, balancing usage and maintenance
- Sabrina tasked with verifying rink schedule for upcoming weekends, focusing on possible conflicts or cancellations around tryouts (10:06)
 - Board identified specific events like figure skating and public skate that may impact ice availability
 - Special attention given to the weekend before high school tryouts due to heavy use by Wolves and Planet Hockey
 - This ensures contingency planning and timely communication with families and coaches
- Decision pending on alternating goalie training weeks with shooter camps, with Chuck assigned to develop a detailed recommendation (06:47)
 - Chuck to consult head coaches and draft a plan balancing player interest and ice availability
 - The approach aims to increase goalie exposure to shots while offering targeted shooter practice
 - Board expects a clear proposal outlining logistics, benefits, and management strategy
- Private ice rental communications to coaches emphasized for conduct and scheduling clarity before tryouts, with Adam responsible for distribution (21:08)
 - Ensures all coaches understand expectations and reduces last-minute conflicts
 - Alyssa confirmed prior distributions, with Chuck following up on Adam's compliance
 - This reduces operational risks and improves overall program flow

Tryout Exceptions and Registration

The board maintains flexible yet structured handling of late registrations and exception requests to keep tryouts orderly.

- Tryout exception requests largely resolved, with no outstanding urgent cases, as confirmed by Alyssa and Chad (13:32)
 - Adam's few pending exceptions addressed or in communication,

MOTION: Duning's Tryout Exemption due to pre-planned travel - Motioned by Adam, seconded by Scott, all in favor

- Board shows willingness to accommodate reasonable requests within deadlines to support players
- Communication channels remain open to resolve last-minute concerns
- Late registration still allowed with controlled reopening of the system by Ashlee, maintaining registration deadlines while offering flexibility (19:58)
 - Alyssa manages communication and friction to encourage timely sign-ups
 - Families informed that house league registration remains open for eligible players
 - This process helps maximize participation without undermining registration controls
- Board supports promotion of concussion awareness programs "Save the Brain", combining communication and potential on-site events around tryouts and early practices (15:00)
 - Sabrina agreed to include messaging in monthly communications and separate posts
 - Adam will reach out to Melissa to coordinate possible on-site presence during the first practice week
 - These efforts enhance player safety awareness and community engagement

Past Due Accounts and Collections

The board adopts a balanced approach combining firmness and empathy to address outstanding payments.

- Clear payment expectations set for families with past due balances, requiring at least a down payment before tryouts and full payment before season start (38:31)

- Chuck and others advocated for allowing tryouts if families demonstrate good faith with partial payments
- Lack of any payment by tryouts start will result in barring participation, protecting financial stability
- Alyssa and Ashlee will manage communication and enforce deadlines consistently
- Specific attention given to families with complex situations such as split households, emphasizing that all responsible parties must comply (45:16)
 - Chad to respond to **name redacted** with understanding tone but firm policy reminder
 - Board seeks to encourage payment plans without compromising policy integrity
 - Open dialogue intended to find workable solutions without setting leniency precedents
- Additional outreach planned for long-overdue accounts with email and physical mail notifications, following policy and bylaws to maximize contact chances (51:32)
 - Sabrina suggested sending letters by mail to cover cases where emails are ignored or outdated
 - Board acknowledged limited enforcement tools beyond communication and moral obligation
 - This second wave of reminders aims to close out lingering debts before next season
- Personal outreach planned for significant contributors with past due balances, like **name redacted** to prompt payment and avoid exceptions based on service (50:15)
 - Chad to call **name redacted** directly to reinforce payment expectations given his coaching role
 - Board agreed no service should exempt members from financial obligations
 - This maintains fairness and accountability across all participants

Board Coordination and Communication

The meeting emphasized clear roles, follow-up actions, and open communication to maintain smooth operations.

- Chad took responsibility for multiple follow-ups including refunds, payment monitoring, and family communications, streamlining board workflow (04:49)
 - Alyssa assigned to manage refunds, registrations, and payment communications as age representative
 - Adam tasked with outreach to families regarding player eligibility and private ice rental notices
 - Chuck assigned to lead goalie-shooter training proposal and monitor communication compliance
- Board prioritized timely communication with rink management and families to manage tryout logistics, balancing safety and readiness (08:26)
 - Decision to revisit ice conditions at next executive meeting ensures ongoing monitoring
 - Clarified that board will not assume direct inspection duties but maintain active liaison role
 - This structured oversight reduces risk and improves stakeholder confidence
- Board encouraged cross-checking and updating registration data to avoid confusion, especially for out-of-area players and partial payments (31:53)
 - Adam and Scott reviewing historical registrations to inform eligibility decisions
 - Maintaining accurate records supports compliance with MAHA policies and fair team composition
 - Board recognized importance of data accuracy to avoid disputes and ensure proper roster management
- Meeting concluded with appreciation and recognition of member efforts, highlighting collaborative culture despite busy schedules (53:12)

Action items

Sabrina Pfeifer

- Coordinate reimbursement receipt and payment method for postcard printing and mailing expenses (00:39)
- Verify and report ice schedule details for the upcoming Sunday and following weekend to assist with ice condition management (09:45)
- Include “Save the Brain” information in monthly communication and separate messaging (16:20)
- Assist with sending final physical mail notice to families with long-term past due balances (51:40)

Michael Palcisko

- Contact Coeur d'Alene players interested in the 14U girls team promptly (05:21)

Chuck Denowh

- Develop and email detailed plan for off-week goalie/shooter training proposal to the board (06:47)

Alyssa Kennedy

- Notify family contact Josh Allmendinger about refund approval for withdrawn Butte players and coordinate with registrar (25:02)
- Follow up with Ashlee to issue \$100 refunds for the three Butte players who withdrew (25:01)
- Communicate with Cooper’s family regarding release requirement from Butte; follow up (28:30)
- Coordinate with Ashlee to monitor payments from families with past due balances; manage communications based on payment status before tryouts (42:15)
- Coordinate with Ashlee to verify **name redacted** family payment by July 31; manage follow-up communication as needed (42:50)

Adam Strainer

- Communicate with Melissa to arrange a “Save the Brain” on-site event during the first week of practice (16:50)
- Follow up on private ice rental communication with Adam to ensure distribution; send message to Adam if needed (14:55)

- Contact families of Cooper and Bentley for documentation and coordinate release letters from Butte association (30:15)
- Investigate Remy Peterson's playing history, commitment, and reasons for transfer; report findings and recommendations to the board (35:50)

Chad Senechal

- Call **name redacted** to discuss outstanding payment responsibilities (49:35)
- Reply to **name redacted** family about past due status and request proposal for payment resolution; remain open to their suggestions (48:30)

HAYHA Board Meeting July 21st

Annual Meeting Golden Eagle Construction 5:30pm

In attendance: Chad Senechal, Chuck Denowh, Scott Fanning, Alyssa Kennedy, Andrew Hess, Jed Snyder, Sabrina Pfeifer, Adam Strainer, Michael Palcisko, Ashlee Sheridan, Corey Whitmore

Board Adjacent Absent: Rachel Schanz, Baylie

General Membership Attendance: Drew Younker, Noal Petty, Oly Peterson, Amy Deitchler, Justin Hicks, Regan Lozar, Tiffany Brunjes, Cassarah Green

- Financial Growth: 30.4% revenue growth from new programs; \$39,000 surplus; fundraising up 73%; cutting \$12,000 credit card fees.
- Program Updates: Launched paid coaching program; expanded girls teams; added dry land training and video review room.
- Season Planning: Practices start Sept 21 (travel), Oct 5 (youth); staggered season end through March; 6U/8U jamboree Nov 13–15 proposed.
- Coaching Management: Ongoing head coach recruitment; coaches get team selection input; volunteer support sought for tryout process.
- Governance & Policy: Reviewed nonprofit mission; approved referee chief; tryout policies evolving to increase coach control and reduce bias.

- Communications: More frequent updates to members; social media countdowns for registration; new calendar publishing for key dates.

Notes

Financial Performance and Growth

The Helena Area Youth Hockey Association (HAYHA) reported strong financial growth and improved financial health over the last fiscal year.

- 30.4% year-over-year revenue growth driven by new programs (09:06)
 - Growth largely attributed to launching a summer ice program and earlier registrations
 - Regular season participation growth was moderate, indicating revenue increases came from expanded offerings
 - Earlier registrations and monthly payments improved cash flow distribution across the year
- Operating surplus of approximately \$39,000 at year-end (10:31)
 - Surplus includes funds from the YETI program, which operates financially separately but rolls up into HAYHA numbers
 - Surplus reflects pre-registrations for the upcoming season, not purely discretionary funds
- Fundraising efforts increased by 73% year-over-year (12:58)
 - Fundraising committee more active recently, with expected revenue impact primarily in the next fiscal year
 - Diversified revenue streams now include summer camps generating off-season income
- Credit card processing fees accounted for 2.3% of revenue (~\$12,000), prompting cost mitigation efforts (22:45)
 - Board exploring ACH payments and alternative processors to reduce fees
 - Members have option to pay by ACH with no fees, but credit card users pay a 3% surcharge
- Emergency fund restructured to increase interest income by 600% (17:26)

- Early returns covered penalty fees from moving funds out of low-yield accounts
- Fund serves as financial protection and generates additional income

Program and Operational Updates

HAYHA made several strategic and operational improvements to enhance the member experience and program quality.

- Compensated coaching program launched for non-parent coaches, funded for five years by a major donor (15:00)
 - Program aims to attract high-caliber coaches by incentivizing non-parent participation
 - Board discussing potential registration discounts for parent coaches as alternate compensation
- New credentialed CPA treasurer improved financial reporting and planning transparency (16:30)
 - Enables more regular and detailed financial updates to board for better decision-making
- Investments made in both digital and physical practice equipment (18:49)
 - Includes professional-grade shooter tutors, cones, passing bars, and access to digital hockey systems for coaches
- Dry land training introduced for high school players with plans to expand to 14U (19:55)
 - Off-ice training reallocates ice time to other programs, adding value without additional ice cost
- Video review room secured for all divisions to support game analysis and practice improvements (20:07)
- Girls program expanded to include both 14U and 19U teams, recognized by invitation to MAHA Jamboree (20:20)
 - Board committed to growing girls hockey despite current financial losses, viewing it as a long-term investment

- Earlier scheduling of board elections, player registrations, coach selections, and tryouts (20:40)
 - Provides more preparation time for board and coaches, and greater parent involvement in tournament planning

Season Planning and Scheduling

The board approved practice start and end dates with flexibility for different divisions, balancing ice availability and program needs.

- Practice start date set for September 21 for travel teams and October 5 for 6U/8U and house leagues (01:55:22)
 - House and 6U/8U teams may start later if coaches prefer, with ice time adjustments accordingly
 - Earlier start option (September 14) considered but deferred due to participation and coach readiness concerns
- Season end dates approved between February 28 and March 14, staggered by division (02:10:10)
 - 6U/8U and 10U end February 28; 12U, 14U, and house end March 7; high school and girls end March 14
 - Aligns with tournament schedules and state playoffs, allowing some post-season practice time

Motion: Practices begin the week of September 21st for:

Girls, 6u, 8u, 12u, 14u, HS

Practices begin the week of October 5th for:

House

Practices end the week of February 28th for:

6u, 8u, 10u

Practices end the week of March 7th for:

House, 12u, 14u

Practices end the week of March 14th for:

Girls, HS

Motioned by Scott, Sabrina second, all in favor

- 6U/8U jamboree tournament proposed for November 13–15 to precede Butte's December event (01:17:11)

- Board acknowledged scheduling challenges due to TSL games and state tournament shifts
 - Further input from other associations will guide final date selection
- Coordination with rink management ongoing for practice schedules and ice availability (01:47:01)
 - Arena requests early practice start dates to plan ice allocation efficiently
- Discussion on equipment use and storage raised due to unauthorized usage risks (01:42:10)
 - Proposal to build lockable storage boxes for practice equipment to ensure accountability and protection

Coaching and Volunteer Management

The board is actively managing coach recruitment, team head coach nominations, and volunteer engagement to support tryouts and teams.

- Team head coach nominations reviewed division by division; some positions remain open or tentative (02:13:53)
 - High school coaching involves multiple candidates with flexibility based on team placement
 - 14U coaching limited to one confirmed head coach; board urged to recruit additional qualified coaches
 - 10U and 12U have multiple head coaches with assistant coaches to be assigned post-tryouts
- Board discussed challenges in recruiting non-parent coaches, especially for 14U, emphasizing outreach to young adult leagues (02:24:59)
- Plan to finalize team head coaches after tryouts, allowing coaches input on team composition (02:21:24)
 - Board supports giving coaches primary decision authority with evaluator input
- Registrar reported active registration monitoring and follow-ups with parents for late sign-ups (01:32:59)

- Division reps tasked with outreach to ensure adequate player numbers for tryouts and teams
- Communication strategy developed for tryout expectations, including delayed team announcements to reduce parent inquiries (02:38:43)
- Volunteers sought for board representation in tryout team selection, with Jed Snyder volunteering (02:39:49)
- **Motion: Alyssa will coordinate dinner for tryout volunteers up to \$200. She will work to identify a sponsor, and if unable, will be reimbursed by HAYHA for the purchase. Scott Motion, Chuck second, all in favor**

Governance, Policies, and Communications

HAYHA board continues refining governance, tryout policies, and member communications to streamline operations and improve transparency.

- Annual meeting reviewed mission, nonprofit status, financial transparency, and volunteer recognition (06:31)
 - Emphasis on reinvesting all surplus back into programs and not compensating elected board members
- **Motion: Brad Bragg as referee in chief after consensus on his experience and involvement motion by Chuck, second by Michael, all in favor**
 - Further discussion planned on referee coordinator role in August meeting
- Tryout policy under active review to balance evaluator roles, coach autonomy, and perceived bias (02:45:47)
 - General agreement to relax overly strict evaluator and volunteer restrictions incrementally
 - Support maintaining evaluator anonymity and oversight to reduce bias but increase coach decision-making power
 - Proposal to allow locker room monitors who are parents, provided they have no conflict of interest
 - Discussion about extending tryouts into early season to observe player dynamics before final team assignments
- Board emphasizes incremental policy changes with a multi-year charter to guide future tryout evolution (02:51:22)

- Communication improvements include more frequent updates to membership on registrations, fundraising, and volunteer opportunities (28:22)
 - Social media campaigns planned with daily countdowns to registration deadlines
 - Enhanced messaging to coaches and parents regarding tryout procedures and team announcements
- Secretary manages calendar publishing to include tryout dates and practice schedules for member visibility (01:50:07)
- Engagement efforts underway to increase member participation on committees and fill open volunteer roles (27:55)
- Chuck and the Fundraising Committee have been successful in their sponsorship efforts for both jerseys and cross ice boards. Request to order 5 sponsor decals to be placed on cross ice boards that includes printing and installation at \$160/each

Action items

Alyssa Kennedy

- Draft and send communication to division coaches regarding preference for inclusive invitations to private ice rentals to promote fairness and inclusivity (43:01)
- Will coordinate dinner for tryout volunteers.
- Follow up with Randy to ensure all overdue jerseys are returned or resolve any outstanding issues related to jersey inventory (01:39:31)
- Volunteer Jed to be on the tryout committee for TENU to assist with tryout policy implementation and evaluation (02:39:50)

Chad Senechal

- Resend Crossbar registration invitation to Jed and Cory and confirm their completion to ensure all key personnel are registered (01:29:34)
- Communicate to Melissa and division representatives regarding private ice rental policy and coach participation to clarify expectations and promote inclusivity (44:35)

- Connect with John Flynn about acknowledgement post for house tournament sponsors and arrange social media posting to recognize contributions (59:24)
- Coordinate communications for registration reminders and final push including social media posts and executive committee approvals to maximize player sign-ups (01:36:08)
- Reach out to Brad Bragg to confirm referee in chief role and prepare for onboarding at the August meeting to ensure smooth transition (02:44:00)
- Email association presidents to gather input on season start dates and tournament timing, including TSL games scheduling to finalize calendar (01:25:53)
- Follow up with division representatives on coach recruitment focusing on finding additional 14U coaches to fill vacancies (02:24:59)
- Coordinate tryout policy discussion and potential minor changes with board members and prepare for phased implementation to improve process clarity and fairness (02:04:06)

Andrew Hess

- Lead fundraising efforts including planning the 6U/8U November tournament to replace jamboree revenue loss and support program funding (01:17:08)
- Assist with marketing outreach to schools, skate shops, and local partners to increase community engagement and registration (01:24:41)
- Collaborate with Jed and Corey on tournament scheduling

Adam Strainer

- Communicate to individuals trying out for multiple age groups or goalie/skater positions regarding registration and tryout procedures to clarify expectations (54:19)
- Assist with social media coordination for practice start dates and registration push to enhance outreach and engagement (01:38:40)
- Oversee high school team coaching strategy and coordination with other coaches to ensure effective team management (02:15:54)
- Reach out to Blake Nichols regarding potential head coach role at 14U to address coaching vacancies (02:24:59)

Division Representatives

- Verify registration status for respective divisions and accelerate outreach to non-registered players to maximize participation (01:32:59)
- Participate in active recruitment of head coaches and assistant coaches, especially for 14U division, to fill coaching vacancies (02:24:59)

Secretary Team

- Maintain and update the official HAYHA calendar to include tryouts, practices, and key dates for organizational clarity (01:50:07)
- Coordinate email communications for new coach and manager welcome messages once reviewed by the executive committee to ensure consistent onboarding (02:41:00)

Meeting moved to Executive Session

Executive Committee Meeting July 1st, 2026

Attendance: Chad Senechal, Sabrina Pfeifer, Scott Fanning, Jed Snyder, Chuck Denowh, Rachel Schanz

KEY TAKEAWAYS OVERVIEW

- Head Coach Recruitment: Few applications received; plan to keep open and involve division reps to fill gaps; June communication drafted for approval.
- Refund Policy: Partial refunds approved with conditions; vote 3-2; future policies to be clearly communicated upfront.
- Board Communications: Appointed positions added to main email list for transparency; sensitive info remains executive-only; encouraged meeting attendance.
- Sponsorship & Jerseys: 10U jersey sizing after registration closes; tryout jerseys confirmed; \$360 budget for postcards to 350+ households for recruitment.
- Financial Oversight: Division reps get view-only Crossbar finance access; plan monthly past-due reviews; \$9,000 outstanding addressed with calls and emails.

- Off-Ice Practice & Billing: Target 104 high school classes; budget rise from \$2,800 to \$3,500; new billing plan to smooth payments over 12 months.
- Operational Updates: Mail deposits assigned; bank sponsorships explored; referee coordinator role transitioning; MAHA governance criticized for poor strategic planning.

Notes

June Communications and Head Coach Recruitment

The team decided to push forward with June internal communications despite incomplete head coach applications, focusing on clarifying applicant status and encouraging recruitment.

- Head Coach Application Status and Next Steps were reviewed by Sabrina Pfeifer, who noted few applications were received by the deadline and some division head coaches remain unconfirmed (00:24).
 - Chad Senechal requested Sabrina to send an internal summary of applicants by age group, to aid decision-making on whether to keep applications open or proceed with current candidates (01:01).
 - Chuck Denowh suggested division head coaches should verify known interested candidates and keep applications open until the next meeting, as tryout plans need to be finalized early (02:09).
 - A plan was agreed for Sabrina to send applicant lists to division reps, who would then reach out to division coaches to fill any gaps (03:23).
- June Communications Timing and Approval focused on sending a follow-up communication promptly to the executive committee for approval before broader release, aiming for an update in late July (03:55).
 - Sabrina will organize a draft based on prior messaging for approval (04:25).
 - The goal is to maintain momentum and keep participants informed despite delays in recruitment (04:29).

Refund Policy and Session One Credit

The board voted to issue a one-time partial refund for a family who canceled mid-session, establishing a refund precedent with conditions for future sessions.

- Partial Refund Approval for Session One Cancellation was led by Chad Senechal, after discussion around fairness to waitlisted families and financial impact (04:29).
 - Jed Snyder proposed prorating the refund and possibly charging a small processing fee (05:30).
 - Scott Fanning emphasized the issue of denying spots to waitlisted kids, expressing reservations about refunds but accepted a partial refund for this case (05:58).
 - **MOTION by Scott, 2nd by Chuck: The vote passed 4-1 in favor of partial refunds, with Chad opposed (08:04).**
 - Chad will coordinate with Ashlee to communicate the decision, stressing that future cancellations must occur before session start to avoid refunds (08:52).
- Future Refund Policy Clarity was recommended to be explicitly communicated to registrants upfront to avoid confusion and financial conflicts going forward (07:29).

Board Communications and Inclusion of Appointed Positions

The committee agreed to expand the main board email list to include appointed board positions for greater transparency and engagement, while maintaining separate lists for sensitive matters.

- Inclusion of Appointed Positions in Board Communications was proposed by Chad Senechal to improve visibility and involvement of key roles like tournament director and referee in chief (08:54).
 - Scott Fanning and Jed Snyder supported the idea, noting sensitive content would remain within the executive committee (09:57).
 - Sabrina Pfeifer confirmed appointed members already engage in meetings and provide valuable input (12:16).
 - The group agreed to create a new “elected board” email list for confidential topics, keeping the executive committee list for core leadership (13:16).
- Encouraging Meeting Attendance of appointed members was also noted to further integrate these roles into organizational decision-making (12:50).

Sponsorship, Jerseys, and Registration Recruitment

Sponsorship plans and registration recruitment tactics were aligned with clear timelines and responsibilities, including jersey orders and postcard marketing.

- BFF Sponsorship and Jersey Ordering was confirmed for the 10U team, with jersey sizing to be finalized after registration closes, led by Alyssa with Bailey's assistance (13:59).
 - The team agreed to wait on ordering until registration data is complete to avoid sizing errors or over-purchasing (14:41).
 - Chad will verify with Corey about timing and funding to avoid losing sponsorship benefits (15:26).
- Tryout Jersey Order Completion was confirmed by Chuck Denowh, with jerseys including sponsor logos intended to remain with players as practice gear (16:26).
 - This applies to all teams except Bill Shropshire's group (16:53).
- **MOTION by Sabrina:** Registration Recruitment via Postcards was approved with a budget of up to \$360 to mail postcards to over 350 households, targeting all age groups using last year's registration addresses (21:30).

2nd- Scott, All in favor

- Sabrina Pfeifer will draft the communication for executive committee approval (22:06).
- Jed Snyder offered to provide additional email contacts from Bighorn ticket purchasers to expand outreach (18:18).
- The team tasked Sabrina with investigating Crossbar's mass mailing capabilities and opt-out options to ensure compliance and effectiveness (19:41).

Financial Oversight and Payment Management

The board decided to grant division reps access to Crossbar's finance tab for monthly oversight of past due payments, with a multi-layered monitoring process to reduce outstanding balances.

- **MOTION by Chad:** Extending Financial Access to Division Reps, emphasizing that access is view-only without transaction capabilities (23:58).
 - **Second by Scott- The motion was unanimously approved after clarifying access limits and responsibilities (25:44).**

- Division reps will check the past due report monthly around the 5th, followed by registrar Ashlee's review before board meetings (26:15).
- Treasurer Rachel will provide a monthly financial summary comparing expected versus collected payments to spot discrepancies (27:00).
- Handling Outstanding \$9,000 in Past Due Payments will start with personalized phone calls from board members with connections, followed by a carefully worded email from Rachel to families explaining the situation and requesting payment updates (30:55).
 - The approach prioritizes sensitivity and avoids judgment, recognizing that some payments failed due to expired cards or misunderstandings (36:18).
 - If payments remain unresolved for families participating next season, formal letters will be issued with sufficient lead time before participation cutoff dates (37:50).

High School Off-Ice Practice Contract and Ice Time Billing

The group strategized to negotiate a flat-rate contract for off-ice practices and explored smoothing ice time billing over 12 months to improve budget predictability.

- Off-Ice Practice Contract for High School Teams aims to purchase up to 104 classes (4 sessions per week over 26 weeks) with a proposed budget increase from last year's \$2,800 to about \$3,500 for the season (49:42).
 - Chad Senechal emphasized the desire for consistent weekly offerings for all varsity and JV players and to increase participation by 20-30% over last year's 50% (52:29).
 - Jed Snyder will calculate pricing options and propose a monthly payment plan spanning October through March, aiming for stable cash flow and trainer availability (53:25).
 - The board agreed to limit funding to high school age groups only (50:23).
- Ice Time Billing Practices were discussed to consider paying an estimated total annual ice time divided evenly over 12 months instead of variable monthly payments with adjustments (56:30).
 - Jed Snyder noted the origin of separate tournament billing was to avoid mixing funds but suggested true-ups can cover overages (57:50).

- The group agreed this approach would create stable cash flow and simplify budgeting without major impact to the rink or board (59:47).
- Contract years and fiscal years were discussed, with a lean toward September-April contractual focus but including summer programs and tournaments in total usage estimates (01:00:58).

Additional Operational Updates and MAHA Insights

Board members shared updates on mail handling, referee coordination, and MAHA governance, highlighting ongoing challenges and opportunities.

- Mail Handling and Banking Updates included assigning mail checks deposit responsibility to Scott Fanning and suggestions to pursue bank sponsorships to modernize payment processes (01:04:30).
 - Chad Senechal will investigate sponsorship opportunities with local banks like Valley and coordinate with fundraising efforts (01:07:19).
- Referee Coordinator Role Transition was discussed with Amber's non-commitment and potential absorption of duties by the referee in chief role, supported by Sabrina Pfeifer and Scott Fanning (39:17).
 - Jed Snyder will oversee the transition and explore candidates like Brad, who has experience with adult league refereeing and training (42:50).
 - The group agreed to keep Amber involved at a reduced level if possible to retain institutional knowledge (46:00).
- MAHA Governance and Strategic Plan Critique reflected dissatisfaction with leadership and strategic planning delays, with Scott Fanning describing the plan as generic and lacking execution (01:18:53).
 - Changes in MAHA representation, including the replacement of key positions and safe sport representatives, were noted (01:11:58).
 - Opportunities to bid on MAHA tournaments like the Prospects Challenge were identified, with plans to monitor deadlines and add reminders for future bids (01:12:57).

Action items

Sabrina Pfeifer

- Send internal summary of head coach applicants by age division including applicant names, with a call to action for division reps to pursue missing candidates (01:01)
- Investigate Crossbar system mailing and email capabilities including opt-out compliance, CSV export/import, and subscription signup link; report findings (19:30)
- Prepare motion and draft communication for physical postcard mailer to increase registrations; submit for board approval (21:49)

Chad Senechal

- Coordinate issuance of prorated partial refund for the family who canceled session one and communicate the refund policy to the family (08:52)
- Adjust board email distribution lists to include appointed members in general communications, create separate list for elected members, and maintain executive committee list (13:16)
- Check with Corey on timing and details of BFF sponsorship jersey order and spend authorization (15:26)
- Coordinate with treasurer and registrar to formalize monthly finance oversight process and communicate finance access changes to division reps (27:00)
- Work with board members to encourage phone call outreach for families with past due payments before sending formal letters (37:00)
- Coordinate with referee-in-chief candidates about assuming referee coordinator duties and plan phased transition if current coordinator Amber declines continuation (45:39)
- Forward ice time usage data to Jed Snyder for rink contract billing review and maintain dialogue on year-round billing approach (01:03:40)

Chuck Denowh

- Assist with reviewing head coach application list and advise division reps for follow-up outreach (02:54)
- Provide oversight and support for referee scheduling and internal assignment if needed (41:00)

Jed Snyder

- Review rink contract ice time and billing data; prepare proposal for consistent payment plan based on estimated 104 classes for high school off ice training (53:35)
- Discuss potential referee coordinator candidates with Brad and support transition planning (42:30)
- Support finance oversight monitoring and monthly check-ins with division reps and registrar regarding gym usage (27:00)

Scott Fanning

- Second motion for physical mailer to aid registration outreach (22:12)
- Handle mail scanning and notify executive committee about mail content including checks (01:04:22)
- Initiate research regarding bank sponsor contacts for potential sponsorship opportunities (01:08:18)
- Create recurring calendar tasks for MAHA bid deadlines and strategic event reminders to improve organizational continuity (01:14:27)

Ashlee (Registrar)

- Run monthly finance reports and assist with communication of past due payments after initial outreach (24:00)
- Coordinate registration details for jersey orders when registration closes (15:26)