

West Madison Polar Caps  
Board Meeting Agenda  
Date: June 26, 2012 @ 7:00 PM @ Babe's

**Attendees:**

<input checked="" type="checkbox"/> Jeff Barfield, President
<input checked="" type="checkbox"/> Amy Mosher-Garvey, Past President
<input checked="" type="checkbox"/> Kristi Yeager, Treasurer
<input checked="" type="checkbox"/> Lisa Cutting, Secretary
<input checked="" type="checkbox"/> Kyle Friedow, Ice Scheduler
<input type="checkbox"/> Theran Welsh, VP Fundraising
<input type="checkbox"/> Marsha Sheppard, Tournament Director
<input checked="" type="checkbox"/> Tony Marcin, Equipment Manager
<input checked="" type="checkbox"/> Dave Armstrong, Webmaster

<input checked="" type="checkbox"/> Rich Smith, ACE Director
<input checked="" type="checkbox"/> Mark Rufenacht, Bantam ALD
<input checked="" type="checkbox"/> Paul Hammer, Squirt ALD & ALD Chair
<input type="checkbox"/> Sabrina Frey, RWB ALD
<input checked="" type="checkbox"/> Tim Olander, Initiation ALD & Recruiting
<input checked="" type="checkbox"/> Jamie Vandermeer PeeWee ALD
<input checked="" type="checkbox"/> Tara Armstrong Cross Ice ALD

1. Call to Order – 7:10 p.m.
2. Minutes from meeting 5/29/12 Jamie Vandermeer moves to approve, Tony Marcin seconds. Approved
3. New Business / President's Report:
  - a. Concession Proposal:
    - i. We will pay rent to MIA of \$5,000/year
    - ii. 4 staff members to get skater credits
      1. Nicole Harrison – General Manager - \$750
      2. Michelle Barfield – Scheduler -\$750
      3. Pat Powers – Asst- \$750
      4. Stefanie Statz - \$750
    - iii. Approximate Parent Volunteer Hours(includes concessions and tournaments)
      1. 8-10 hours per family for competitive teams
      2. 4 hours per family in X-ice
      3. 0 For initiation
      4. Work to Skate will be built into concession
      5. How to insure that families will work
        - a. Kyle explains that other clubs take the buyout money up front and you get it back as you work
        - b. Recommendation to get Credit Card #s
          - i. This is a security concern – more than the board should take on
      6. Exemptions to be considered – Decision will be made 6/26/12
        - a. Head Coach
        - b. Asst Coach
          - i. Tricky for RWB because of the numbers
          - ii. Concern about reducing the number of workers to dramatically
        - c. Board
          - i. Concern about asking the members to do this if we don't
          - ii. Lots of folks putting it a lot of hours it should count
        - d. Wondering if we can set up Dibs to require different hours for different people. Dave Armstrong will talk to NGIN.
      7. Buyout \$300-\$350 – Amy Garvey reminds us that we do better to pay a worker and take the buyout, so we should not make it too painful
    - iv. Dicks gave us a cash donation and will be giving the club and members coupons to use.
    - v. Registration
      1. Dave Armstrong says that the preliminary registration is built
        - a. Includes
          - i. Concussion Form

- ii. Code of Conduct will not be included as the kids must physically sign the forms
- 2. Kristi indicates that there are several things to resolve before Registration can be built
  - a. Amount of Volunteer buyout
  - b. Volunteer hours required
  - c. Prepaid cards for concessions
  - d. Approve fees – Bantams will keep same fees for Preseason ice
- 3. Registration should include the \$75 fee several families owe that did not fulfill their volunteer obligations last year – if this is not paid families will not be eligible for preseason ice
- 4. 3 Families still owe from last year
  - a. 1 family is unexplained, 1 has family financial issues, the final family is probably moving from our area – they will need a financial release from us to play elsewhere
  - b. These families must be paid in full to participate this year
- b. In-House coaching position still open
- 5. Treasurer's Report – Kristi Yaeger
  - a. PeeWee A team gave a donation from their slush fund – their was \$120 left in the fund
  - b. Fees for this year
    - i. Trying to verify #s at every level
      - 1. Squirts – 39 confirmed Paul Hammer believes the final # will be 52-55, we have budgeted for 62- 4-5 teams at this level
      - 2. PeeWees – 34 confirmed - 10 nos – Jamie believes he knows 2 others that will be back – 4 went to the Capitals -likely to have 45-47 – 3 teams
      - 3. Bantams – 25 estimated– 2 teams – 23 confirmed 10 non responses
      - 4. RWB – 51-60 estimated – 36 confirmed, 2 nos, 28 no responses – there is the possibility of additional skaters not in our system at this time
- 6. Ace Report – Rich Smith
  - a. Coaches' committee Meeting July 15 – would like to have solid #s at this time
  - b. Participants – Mike Ipp, Ray White, Laura Humphrey, Mark Rufenacht, Jamie Vandermeer, Mark Johnson, Andy Faulkner, Rod Hise, Zach Lanham,
    - i. Mark Rufenacht feels like assistant coaches should be better represented on the committee, maybe all of the coaches should be invited to participate – Amy Garvey expresses concern that this could get unwieldy – Jamie thinks an agenda would take care of this – Lisa expresses doubt
    - ii. Joe says these are all the people that expressed interest in participating
    - iii. Some discussion about individuals being proposed decision made to keep those listed and ask the following to participate
      - 1. Barry Richter
      - 2. Brian Kreft
      - 3. Jim Baccus
      - 4. Rocky Welsing
      - 5. Mark Greenhalgh
      - 6. John Schindler
    - iv. Coaches committee will be scheduling preseason ice, and other logistics this is not a group that will necessarily be determining the direction of our coaching staff
    - v. List approved
- 7. Recruiting – Tim Olander
  - a. Have an ad in MSCR Fall info about Preseason camp includes dates
  - b. We will hold a Girls try hockey event to follow boot camp ice times so we don't have to ask coaches to come to the rink constantly
  - c. November 3<sup>rd</sup> will be our Opening Day and will include Try Hockey for Free day
- 8. Equipment – Tony Marcin
  - a. Cleaned out Goalie Gear with Jim Baccus
  - b. Need #s to make sure we have enough gear
  - c. Need Cross-Ice Jerseys
  - d. Laura Humphreys will help with Jerseys – Kim Rufenacht already started process but more jerseys have been turned in

**9. Website – Dave Armstrong**

- a. Still waiting on a number of job descriptions**
- b. Need to get a registration database and a coaches database set up**