

West Madison Polar Caps Board Meeting Minutes (12/17/2025)

Location: Madison Ice Arena

Attendees:

Name	Role	Attendance
Joey Frayne	President	Yes
Pete Lenaker	Director of Hockey	Yes
Jed White	VP Travel Team Coaching	Yes
Joe Bartol	VP In-House Coaching	Yes (arrived 6:50pm)
Laura Zach	Treasurer	Yes
Valerie Maine	Secretary	Yes
Dave Tollefson	Bantam ALD	Yes
Rico Saenz	Pee Wee ALD	Yes
Jon Obst	Squirt ALD	Yes
Mike Pilarz	RWB ALD	Yes
Rich Sullivan	Cross-ice ALD	Yes
Meredith Milliron	LTP Director	No
Karla Pinkerton	Recruitment Director	Yes
Frank An	Registrar	No
Eric Cops	Practice Ice Scheduler	Yes
Dave Chimielewski	Game Ice Coordinator	Yes

Ben Hofer	Girls Program Coordinator	Yes (arrived 6:55pm)
Ernie Pearson	Equipment Manager	Yes
Jessica Gamez	Volunteer DIBS Coordinator	Yes
Scott Beckfield	Fundraising Director	No
Ashley Russell	Web Administrator	Yes
Emma Clausen	Candy Cane Cup Coordinator	Yes
Corey Singletary	Communications Director	Yes

Additional Attendees: Sarah Brown

Consent Agenda

Motion to approve November 2025 Meeting Minutes made by Ashely Russell; seconded by Corey Singletary; all in favor, motion passed.

Budget/Financials [Treasurer]

Financial updates provided. Bills received from MII (ice time) and first jersey order - paid. Discussed tracking sock purchases through square. Plan to add Val to square to receive notifications.

Policy Review

No updates.

Registration/Jersey Update [Ashley/Frayne]

Practice Jerseys and Pinnies - no updates. RWB and Cross Ice Jerseys are in. The Board discussed a plan to order in the summer for next year. Second travel jersey order completed - estimated to arrive January 23, 2026.

Recruiting Actions [Karla]

We will be offering a small Try Hockey For Free event with current LTP kids to bring a friend in the New Year. Will need to build registration for this. MSCR add did go out and appears to have resulted in sign ups.

Scheduling Update

The playdowns calendar will be announced soon. We also need to plan for ordering state sweatshirts and planning state sendoff.

Sarah Brown presented on planning for Pee Wee C State Tournament. The tournament runs March 6th through 8th. Sarah Brown and WAHA representative will work together on planning. Plans are underway for booking hotel blocks and referees. Sarah has made a welcome/information packet for tournament participants. Discussed plan to post this information on the website as well. Additional considerations for the tournament include goody bags for each skater (20 skaters per team, 8 teams), welcome banners, bracket display. Discussed budget for expenses. Sarah will meet with treasurer to put this together. WAHA provides a gear vendor for the weekend. Other ideas discussed to offset expenses: a few bigger baskets, 50/50 raffle, chuck a duck.

DIBS update

31 families with 12hrs and 9 Cross Ice families with 9hrs who still need to do their DIBS. Will need DIBS help for state tournament weekend.

Fundraising

The Candy Cane Cup raised over \$17,000. Discussed overall satisfaction with the event. Would be helpful to assign Coaches to organize the on ice activities for each level and sheet of ice to help organize skates and games. Also discussed putting out half ice boards for the Bantam games.

ALD Reports

LTP - 50 kids registered for Snow Man. We were able to move 5 out of LTP to 6U and 8U. One more moving up in January for Cross Ice. Already have 10 kids signed up for Valentine and likely to be at capacity for that. Need to figure out ice for Wednesdays for Valentine. Still need LTP Head Coach. Lots of gear currently checked out, may limit registration for Valentine due to amount of gear left to check out.

Cross Ice - could still take about 6 players. Some games needing to be cancelled around the holidays.

RWB - at capacity, cannot take any more players. Moving one team from White to Blue to make them more competitive. Overall, going well, kids are having fun. There is a plan in place for

rebalancing. Some players joined, but not coming regularly (seem not to want to play that much hockey - need to level set expectations with families prior to joining so they fully understand the commitment they are making).

Discussed when a reasonable benchmark time to stop bringing up players from LTP (suggested that this reasonable benchmark could be the second week of December). Will close Cross Ice/RWB registration on Crossbar now and we can open as needed.

Squirt - going well. Would be helpful to register sooner. A lot of the teams are facing tougher competition than we were anticipating.

Pee Wee - no updates.

Bantam - won their first tournament this weeks. B doing well with the goalie transition. Girls Bantam is going well.

Coaching Committee (Pete, Jed, Joe, Gabe, and Jeff)

Goalie for Bantam B in place. Plan in place to do Amy Claggett next year. Goalie skills training is underway. Discussed skater feedback regarding goalie skills coach. There is some mixed feedback. Discussed end of season survey for outside coaching to collect skater/family feedback for use in improving programming.

Communications - (Corey).

Background Banner is in. Still need to fix the sign above concessions. Reviewed needs for graphics for the rest of the season. Plan in place to build stock photos for use.

Girls Hockey (Joey/Ben)

Girls Jamoree - 6U and 8U, possibly combined. Still working on when. Might be next year.

Reviewed scheduling for girls games - schedule against most competitive teams regardless of whether they are girls or coed.

Special Topics

- Landskroner Family - reviewed support provided to date with plan to continue to support family.
- MII Update - planning to do Calendar raffle to raise 50K. Joey will discuss PC involvement if any.
- Polar Caps Locker Room - now exclusively PC.
- Ice Allocation and Legacy 20 Middleton - ice will open at Middleton with Capitols move to DeForest rink; Joey will meet with them about what this will mean related to access to additional ice and let us know what he learns.

- Polar Caps contribution to Sauk Family - skater's house lost in fire, donated \$250 from the club.
- Little Blackhawks - made plan to try to this in the Spring (March/April), 1x a week.
- Discussed LTP registration capping in order to prioritize ice for travel teams. May need to give up Wednesday ice, just to LTP on Saturdays. May have more ice next year but will need to see. Discussed capping Valentine at 40-50 and creating a waitlist. We can include waitlisted skaters when we advertise for Little Blackhawks. Discussed future plans for LTP being once a week as this aligns better with club capacity (in terms of ice time and volunteers to lead it). Discussed the possibility of investing in an LTP coach who is paid and then have parent volunteers working with them.

Grants

- Won Try Hockey For Free Grant
- Won Grassroots Grant

President Closing Remarks

Next Meeting January 14th at MIA.

Adjourn

Motion to adjourn at 8:00pm made by Val Maine, seconded by Ashley Russell, all in favor, motion passed.

ACTION ITEMS

- 1) For Feb/March - discuss jersey order happening earlier, maybe detaching from registration and doing over the summer (JOEY/VAL)
- 2) Cross Ice can take more players over the next week (RICH)
- 3) Consider making an expectations for travel hockey participation presentation (ALDS)
- 4) Build registration for January Try Hockey for Free Event (KARLA/ASHLEY)
- 5) Need numbers for who moved from THFF to LTP (KARLA)
- 6) Add Val as a user on square (LAURA)
- 7) Create state tournament web page (SARAH/ASHLEY)
- 8) Make a budget for state (LAURA/SARAH)
- 9) Send out DIBS save the date for State Tournament (JESSICA/SARAH)
- 10) Consider end of season survey for outside coaches - goalie session survey (COACHES/JOEY)
- 11) Send a message to LTP, Cross Ice parents to see if anyone is interested in organizing Little Blackhawks (JOEY/RICH/KARLA)
- 12) Update calendar with playdowns date, order for state sweatshirts, and state sendoff plans (JOEY)

