



Meeting Minutes

August 13, 2026

Meeting Called to Order By: Cliff Jackson

Attendees: Cliff Jackson, Justin Reiss, Stephanie Barth, Jeremy Richardson, Lauren Auda, Tiffany Adkins

1. Call to Order

Cliff Jackson called the meeting to order. The board reviewed the season schedule, upcoming special events, and responsibilities for events, concessions, and equipment.

2. Old & New Business

Equipment Room

- The board discussed security concerns, missing equipment, and access to the equipment room.
- The room may be designated as the "Coach's Room." Further discussion needed.
- Options discussed included lockers, improved shelving, and restricting access to head coaches.
- Equipment-room access and storage options will be added to the next coaches' meeting agenda.

Concessions

- The board discussed establishing clearer responsibility for concession inventory and restocking.
- Weekly Square sales data will be used to develop a streamlined inventory and ordering process.

Travel Teams & Learn to Skate

- The board discussed enforcing registration deadlines for travel team tryouts and clarifying practice participation for non-rostered players.
- Learn to Skate volunteer recruitment was discussed. A Facebook event currently has approximately 30 interested participants.

Coaching Staff

- Current coaching assignments and potential new coaches/AGCs were reviewed.
- Additional coaching support is needed, particularly for the midget age group.
- The coaching roster will be finalized.

Financial & Administrative

- The annual financial report remains to be finalized.
- Summer user-fee procedures and the proposed transition to Truist were discussed.
- The board discussed finalizing SOPs, including a disciplinary escalation process.
- Clear purchasing and reimbursement procedures, including approval for purchases over \$300, are needed.

AAU Documentation

- Coaches will submit background-check reimbursement receipts for processing.
- AAU membership documentation should be retained for the next season of play.

Athlete of the Week

- The board discussed implementation of the Athlete of the Week program.
- Certificates will be made available to coaches/AGCs.
- The AGC may select recipients, with recognition potentially taking place at the following week's game.
- Small recognition items, such as magnets or foam pucks, were discussed.

Adult League Communication

- The board discussed improving communication and representation from the adult league.
- The adult league AGC may be invited to board meetings to improve coordination.

Photography & Yearbook

- Team photographs will be taken during practices.
- Individual photographs may be offered as a separate fee-based service.
- Photos will be coordinated for use in the yearbook.

3. Action Items

Responsible Party	Action
Cliff Jackson	Revise the executive ownership transfer letter with Glenn and close out the item.
Stephanie Barth	Create and install equipment-room surveillance signage.
TBD	Add equipment-room access/storage to the coaches' meeting agenda.
TBD / Glenn G.	Obtain Square sales data and establish a concession inventory process.
Justin Reiss	Collect and track AAU reimbursement receipts and forward them to Glenn.
TBD	Retain AAU membership documentation for 7–10 years.

4. Adjournment

The meeting was adjourned following discussion of photography, yearbook planning, communication, and upcoming responsibilities.