📝 Meeting Minutes - Northwest Montana Youth Hockey Association

Date & Time:
June 22, 2026 5:30-7:00PM

Attendees:
Heather Vezane - President
Cara Ryan Lemire – Vice President
~~Cristinna Gebbia - Treasurer~~
Rich Evers - Secretary
~~Susie Kalgren~~
Brittney Crest
Lindsey Foster
Abbie Steffen
Amanda Hayes – Executive Director

Meeting Objective / Agenda:
Discuss scheduling and programming, evaluations timing, applicant updates (Hockey Director & Executive Director), budget considerations, bylaws progress, banking setup, jerseys, and meeting cadence.

Key Discussion Points:

1. Applicant Updates –
    - 17 applicants for Hockey Director; 5–6 for Executive Director.
    - Applications close mid-week; committee to evaluate and bring finalists forward.
    - Goal to complete interviews and vote by next meeting (ahead of July 1 contract deadline).
2. Bylaws & Governance –
    - Draft bylaws sent for finalization.
    - Board will review and approve after distribution (requested review period prior to vote).
3. Banking & Financial Setup –
    - Bank account opened; final steps pending (deposit and routing setup).
    - Donation from FVHA pending board discussion.
    - QuickBooks implementation in progress.
4. Evaluations Timing Discussion –
    - Debate between August vs. September timing.
    - August supported due to ice availability, EKL deadlines, and prior communication.
    - Concerns raised about families' summer schedules and fairness.
5. Scheduling & Programming –

    - 3v3 programming and evaluations tightly linked; schedule changes would disrupt ice allocation and budget.
    - Ice time constraints and league deadlines limit flexibility.
6. Budget & Cash Flow –
    - Jersey expense estimated at ~$27,712.50 (based on 25% parent purchase).
    - Approx. 60% of revenue typically received by October.
    - Need for full cash flow projection (including salaries, operations, and ice expenses).
7. Jerseys –
    - Breezer shells planned only for high school/18U teams.
    - Orders must be placed by mid-August.
8. Committee Chairs
    - Fundraising/Marketing Committee
        - Chairs – Susie Kalgren, Brittney Crest
    - Hockey Development Committee
        - Chairs – Cristinna Gebbia, Lindsey Foster
    - Disciplinary Committee
        - Chair – Cara Lemire
    - Executive Committee
        - Chairs – Heather Vezane, Cara Lemire, Rich Evers, Cristinna Gebbia
    - Volunteer Coordination Committee
        - Chair – Lindsey Foster

Decisions Made ✅
Approval of June 8 Meeting Minutes
Brittney motioned to approve. Heather 2nded. All were in favor.
Approval of Committee Chair(s).
Cara motioned to approve. Abbie 2nded. All approved.

Keep late summer/fall scheduled as-is for the 2026 season.
Heather motioned to approve. Lindsey 2nded. Motion passed with majority vote 5-1.

- Jersey approach agreed upon: parent purchase model; shells limited to older divisions.
- Agreement to develop formal cash flow projections before further major financial commitments.
- Agreement to adopt a recurring monthly meeting schedule; first Tuesday of the month, alternating location between Stumptown Ice Den and Kalispell Montessori School

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Next Steps:
- Evaluate and shortlist candidates for Hockey Director and Executive Director; prepare for interviews.
- Finalize and distribute bylaws for board review and approval.
- Complete cash flow projection covering operations, salaries, and major expenses.
- Confirm bank account funding (including FVHA contribution and opening deposit).

- Place jersey order by mid-August.
- Schedule official meeting calendar (date, time, and location rotation).
- Prepare for next meeting with updated financials and hiring progress.