

**Frederick Freeze Board of Directors**  
**Meeting Agenda**  
**May 5, 2025**

**Directors Present:** Greg Dale, Justin Holler, Ashley Waters, Brad Goehe, Kristin O'Neil, Josiah Storer, Toby Heusser, Mark Macera

**Other Staff Present:** Pat St Clair, Adam Levine, Alison Robertson

- I. **Call to Order**
  - A. Meeting called to order at 7:32pm.
- II. **Approval of Agenda and Minutes** ([April 2025 Minutes](#))
  - A. Meeting minutes approved. Motioned by Josiah, Seconded by Kristen. Motion carries 7-0-1.
- III. **Check-In: Action Item Review from Last Month**
  - A. To Be Completed
    1. **ACTION:** Pat, Adam, and Tommy to bring back a plan on how player development path can be grown into a larger player development program for the year.
      - a) Adam provided an update on this effort.
      - b) Discussed 12U and older age groups
      - c) Ashley will help find locations that are most conducive to the event.
    2. **ACTION:** Greg to set up dates and communicate next steps for 12U and under jersey fitting
      - a) Two fittings times only: Monday, 5/12 and Wednesday, 5/14 5PM-7:30PM; set up begins at 4:30PM.
        - (1) Monday: Greg, Josiah, Brad, Kristin, Adam
        - (2) Wednesday: Alison, Kristin, Brad
        - (3) Ashley to prep QR codes/signage.
        - (4) **ACTION:** Adam to send note to Spring coaches to help with alternate try out this week - Wednesday.
    3. **ACTION:** Greg/Tommy/Pat to plan shed movement around OFBG practice for assistance
      - a) Plan for Monday, 5/12 while everyone is at the rink.
  - B. Completed

1. **ACTION:** Ashley to prep updated 14U & Older tryout support listing based on new times and send to the board and some other key volunteers.
2. **ACTION:** Finance Committee to discuss 18U AA two practices a week/CBHL only this week
3. **ACTION:** Greg to add Freeze Out to calendar online

#### IV. Hockey Operations Updates

##### A. Hockey Director

1. Information Sharing
  - a) Spring hockey is happening; one at one level. Most likely, we will return to spring hockey tryouts for spring only next year.
2. Needs to be Discussed
  - a) Tryouts Completed
    - (1) Post-mortem will be held to discuss process, timelines, and communications
    - (2) Discussion on the listing of coaching candidates to be included in the discussion
    - (3) **ACTION:** Hockey Ops to have the post mortem shared with the board once complete
  - b) Goalie Certification
    - (1) **ACTION:** Pat to review which coaches do not have the Bronze Goalie Certification.

##### B. Associate Hockey Director

#### V. Position Updates

##### A. President

1. Hagerstown is struggling to fill 14U and 16U teams.
2. **ACTION:** Greg to create an IC for Ian Soifer coaching 16UAA teams

##### B. Vice President

##### C. Budget/Finance

1. [2025 Q1 Financial Review](#) > Vote will happen in June meeting.
2. **ACTION:** Ashley to set up Finance Committee meeting; invite Mark Macera

##### D. Secretary

1. Election Process Update
  - a) Committee requests to accept five applications for the 2025-2027 board term

(1) **VOTE:** Motioned by Josiah. Seconded by Mark.  
Motion approved 5-0-3

E. Scheduling

F. Executive Manager

1. Decals need to be ordered

2. **ACTION:** Allison to get the remaining helmet decals from Kris

3. **ACTION:** Greg to send Coaches and TM names to Allison

G. Registrar

H. Discipline

I. Equipment/Spirit wear

J. Marketing/Communications Team

1. Photo Releases on Contract Forms

a) **ACTION:** Greg to send No Photo list to Comms team

2. Coaches Meeting Marketing/Comms Overview

a) **ACTION:** Pat to invite Ashley/Josiah to Coaches Pre-Season meeting

3. Booth at In the Streets - request by Adam

a) Saturday, September 13, 2025

b) Action item/Free Skate needed; Volunteers needed

c) Shooting station

d) **ACTION:** Adam to take lead on Shoot Out Planning; Comms Team to help with signage and graphics

K. Fundraising

L. Community Service/Charity

M. Crisis Committee

1. **ACTION:** Need a Crisis Committee Chair; any volunteers?

N. Hockey Oversight Committee

### III. **IDS (Issue, Discuss, Solve) Session**

A. Lessons Learned from Tryouts/Debrief

a. See above

### IV. **Action Item Review**

A. **ACTION:** Need a Crisis Committee Chair; any volunteers?

B. **ACTION:** Adam to take lead on In the Streets Planning; Comms Team to help with signage and graphics

C. **ACTION:** Greg to send No Photo list to Comms team

D. **ACTION:** Pat to invite Ashley/Josiah to Coaches Pre-Season meeting

E. **ACTION:** Allison to get the remaining helmet decals from Kris

F. **ACTION:** Greg to send Coaches and TM names to Allison

- G. **ACTION:** Ashley to set up Finance Committee meeting; invite Mark Macera
  - H. **ACTION:** Hockey Ops to have the post mortem shared with the board once complete
  - I. **ACTION:** Pat to review which coaches do not have the Bronze Goalie Certification.
- V. **Closed Session**
- A. A closed session was held regarding coaching stipends and hardship requests.
- VII. **Adjourn**
- A. Meeting adjourned at 9:04pm.