

**Frederick Freeze Board of Directors
Meeting Minutes
November 3, 2025**

Members Present: Greg Dale, Ashley Waters, Josiah Storer, Allison Robertson, Ginny Nuckols, Toby Heusser

Staff Present: Adam Levine

I. Call to Order

- A. Meeting called to order 6:34PM

II. Approval of Agenda and Minutes ([October 2025 Minutes](#))

- A. Motioned by Kristin. Seconded by Josiah. Motion carries 7-0-0

III. Check-In: Action Item Review from Last Month

A. To Be Completed

1. **ACTION:** Greg to send the attendance policy to the club as a reminder >> Upcoming Behind the Glass
2. **ACTION:** Allison/Greg/Ashley to discuss how best to communicate volunteer needs to membership >> Upcoming Behind the Glass
3. **ACTION:** Greg will be subscribing to a premium black bear viewing subscription to allow teams to download full games; which allows for two access accounts.
4. **ACTION:** Greg & Allison to identify how best to handle BBTV accounts and access
5. **ACTION:** Ashley and Greg to discuss website protocols/posting

B. Completed

1. **ACTION:** Pat to email coaches regarding neck guard wearing about practices
2. **ACTION:** Mark to send banner email once Greg sends email address for Will.
3. **ACTION:** Greg to send Mark the most recent Hockey Director job description
4. **ACTION:** Greg to email Jessica Dockens updated committee support information
5. **ACTION:** Justin to check with Skate Frederick about a coat collection

6. **ACTION:** Greg to follow up with Blake regarding AHF hotel credit from last season
7. **ACTION:** Greg to reach out to Blake/AHF regarding BBTV and CBHL games.
8. **ACTION:** Mark to see if he can edit player profiles in HUDL
9. **ACTION:** Ashley to create a [volunteer form for website](#) for committee/strength signups
10. **ACTION:** Finance Committee to connect before November meeting to discuss and finalize the recommendation
11. **ACTION:** Ashley to finalize this [Committee Assignments](#) with Greg's list
12. **ACTION:** Deadline to select Photographer is October 15, 2025.
13. **ACTION:** Allison to let TMs know that we no longer need to prioritize AHF hotels
14. **ACTION:** Pat to let Comms know who will be attending

IV. Hockey Operations Updates

A. Hockey Director

1. Information Sharing
 - a) Coach check-ins completed, Pat and Adam have coordinated assistance on ice to support coach feedback and team pitfalls
 - b) Beginning to schedule mid-season coaches reviews by end of November
 - c) Coordinating next season's offseason ice (Free Mite Clinic/Open House, Spring tryouts, Fall tryouts, Summer Camps (Stamm is already booked - July 6-10, 2026)) with SF
2. Needs to be Discussed
 - a) Holiday Clinics
 - (1) The suggestion is to move forward with free Freeze slots, and discounted Victory spots if any remain. A small deposit will be charged if there is a no-show.
 - (2) Reminder to be sent 72+ hours out; cancellations need to be received 48 hours out.
 - (3) **ACTION:** Pat/Adam will finalize ice slots by the end of this week (11/7/25)

B. Associate Hockey Director

V. Board Position/Committee Updates

- A. President
- B. Vice President
- C. Budget/Finance
 - 1. [FY26 Q1 Financials for Review](#) (vote next meeting)
 - 2. Bank RFP is almost complete. Decision coming soon.
- D. Secretary
- E. Discipline
- F. Marketing/Communications Team
 - 1. Information Sharing
 - a) Working with Randy on his Holiday Gear Sale
 - b) Currently marketing Coat Drive
 - c) Game feedback submissions have increased
 - d) Pins are ordered for Lake Placid
- G. Fundraising
- H. Community Service/Charity
 - 1. Coat Drive is live and running through 12/20. Bin is in the front area of the rink.
 - 2. October Saves Outcome: \$6270. Way to go, goalies!
 - a) Allison Robertson to run from the beginning next year.
 - b) **ACTION:** Greg to reach out to Lauren Shrader about admin access for future years.
- I. Crisis Committee
- J. Hockey Oversight Committee
 - 1. Director review to be done in December, Associate Hockey Director to be done around the same time.

VI. Contracted Administrative Position Updates (if available)

- A. Scheduling
- B. Executive Manager
- C. Treasurer
- D. Equipment

VII. IDS (Issue, Discuss, Solve) Session

- A. Pictures: New Photographer this year
 - a. Possible logistics: all 11 teams in two hours with a full ice slot or $\frac{1}{3}$ of ice during practice times over two nights
 - b. Packages and digital opportunities are available
 - c. **ACTION:** Scheduler working on ice slots; Notification to league coming in next two weeks

VIII. Action Item Review

- A. **ACTION:** Greg to send the attendance and locker room policy to the club as a reminder >> Upcoming Behind the Glass
- B. **ACTION:** Allison/Greg/Ashley to discuss how best to communicate volunteer needs to membership >> Upcoming Behind the Glass
- C. **ACTION:** Pat/Adam/Greg to double-check video-review requirement passed along to coaches, and will reiterate appropriately as a reminder.
- D. **ACTION:** Greg will be subscribing to a premium black bear viewing subscription to allow teams to download full games, which allows for two access accounts.
- E. **ACTION:** Greg & Allison to identify how best to handle BBTV accounts and access
- F. **ACTION:** Ashley and Greg to discuss website protocols/posting
- G. **ACTION:** Ashley to organize tryout working group to pull together: Hockey Directors, Equipment, Officers, Comms Scheduler, Executive Manager by December.
- H. **ACTION:** Greg to reach out to Lauren Shrader about October Saves admin access for future years.
- I. **ACTION:** All board members to review Q1 Financials to vote next month.
- J. **ACTION:** Scheduler working on ice slots (No December 10); Notification to league coming in next two weeks.

IX. Closed Session

- A. No closed session.

X. Adjourn

- A. Meeting adjourned at 7:31PM

Next Meeting: December 8, 2025