

Board of Directors Minutes 4/8/25

April 8 2025 / 6:00 PM / Baird Office: 14 North Parker Dr. Suite 200,
Janesville WI

ATTENDEES

	Present	Absent		Present	Absent
Sean Knott (VP)	x		Matt Jacobson (Equip)	x	
Lindsey Lentz (Mrktg)		x	Dan Jensen (Pres)	x	
Inga Cushman (Mrktg)	x		Shawn Kane (Sec)	x	
Justin Wiksie (HDD)	x		Kyle Mair (Treas)		x
Tony Dongarra (Web)	x				
John Petry		x	Katie Kletzien (fund)	x	
Ryan Romeo (Equip)	x		Chris Wilkins	x	

April Agenda Rough Draft

1. Call Meeting to Order (Jensen)
 - a. Called to order at 6:13pm per D. Jensen
 - b. Lindsey Lentz submitted her resignation from the JYH board effective April 8, 2025
 - c. Introduction to interim board member-Kiefer Sullivan
2. Secretary Report (Kane)
 - a. Approve March Minutes
 - i. Motion to approve March 2025 minutes D. Jensen
 - ii. 2nd motion: S. Knott
 - iii. All approved
 - b. Scholarship Discussion and Vote
 - i. No scholarship applicants to date. Shawn Kane has reached out to Craig and Parker to determine any applicants
 - ii. Shawn K. will reach out to Milton HS.
3. Treasurer Report (Mair)

- a. Approval of Financials
 - i. Kyle Mair was absent from the meeting. March and April financials will be reviewed and approved at May 2025 meeting.
- 4. Equipment Report (Romeo)
 - a. Update provided by Ryan Romeo.
 - b. Helmets are a surplus , but additional helmets will always be a need
 - c. Equipment check in March 31 and April 1 puts Intro and 6U programs in a good place.
 - d. Reduction of families not confirming current equipment check out; less than 20 families/players
 - e. Board to consider a large scale purchase after Spring Hockey and prior to move to WSCC\
 - f. Action Item: Reach out to JYH members to develop a equipment room construction team to assist Mike Potts with the build out at WSCC once we have occupancy approval
 - g. WAHA grant earned for increase in membership. JYH to receive 81 pairs of skates provided by WAHA.
 - h. Equipment inventory discussion
 - i. Complete a cycle count of what we have in and what is checked out through the summer
 - ii. Helmets will always be a need
 - iii. Discuss about loaner stick process-limit sticks allocated out to families and inform parents they will need to provide a stick for the upcoming 2025-26 season. JYH will provide rest of equipment
 - iv. Plan accordingly for the 31 new members since the THFF in February
 - v. Look at what is currently low on inventory as a result of the Spring sessions and recommend additional purchases based on this inventory
 - vi. JYH board recommends the purchase of new bags-smaller junior bags for the coming season
 - vii. Easiest route to equipment inventory would be purchase Junior hockey bag sets.
 - viii. Action Item: Spring to Summer email confirmation of equipment check out to maintain baseline inventory
 - ix. Action Item: MAg meeting-provide a purchase request w/ inventory needs to back stock existing inventory
 - x. Action Item: Bring suggestions for equipment committee to include multiple phases-inventory management development and maintenance, purchase requests, handout/distribution, THFF plan.
- 5. Ice Scheduler Report (Wilkins)
 - a. Spring and summer schedule is finalized
 - b. Discussion about reconfiguring the summer offerings
- 6. HDC Report (Wiskie)
 - a. Updates provided by Justin Wiskie
 - b. Next HDC meeting is scheduled for May 18, 2025

- c. Current HDD term is up, HDD will need to be nominated and approved by JYH board.
 - d. Justin also proposed a restructure of the HDC and recommendation will be provided by HDD with HDC consultation.
 - e. Motion to nominate Justin Wiskie as HDD for the upcoming term: S. Kane
 - f. 2nd motion: S. Knott
 - g. All approved, Justin Wiskie abstains
7. Fundraising Report (Kletzien)
- a. No updates at this time
 - b. Katie K. will pursue the Bags Tournament at Sammy's. Date TBD-late summer, early fall before the 2025-26 season.
8. Marketing Report (Lentz)
- a. No updates, Lindsey Lentz not in attendance.
9. Webmaster Report (Dongarra)
- a. Review volunteer hours for end of year billing
 - i. Outstanding DIBS hours will be billed May 1, 2025.
 - b. Tony remains active looking for summer programs for members. Action Item: continue to send options to Tony for website management/updates
 - c. Tony will create a "Summer Opportunities" banner on Crossbar site for family reference
 - d. Action Item: Tony will update/create summer opportunities banner. Justin Wiskie will ask for input from HDC on training resources to create a virtual "at-home" summer training program with training resources. Justin is willing to add resources once received
10. President Report (Jensen)
- a. Board Member position selections. Board members assignments discussed and assigned. Motion to approve all recommendations
 - i. President - D. Jensen
 - 1. Motion to approve: T. Dongarra
 - 2. 2nd motion: S. Kane
 - 3. All approved.
 - ii. Vice President – S. Knott
 - 1. Motion to approve: D. Jensen
 - 2. 2nd motion: C. Wilkins
 - 3. All approved.
 - iii. Treasurer - K. Mair
 - 1. Motion to approve: D. Jensen
 - 2. 2nd motion: S. Kane
 - 3. All approved.
 - iv. Secretary – S. Kane
 - 1. Motion to approve: D. Jensen
 - 2. 2nd motion: S. Knott
 - 3. All approved.
 - v. Member Relations – I. Cushman

1. Motion to approve: D. Jensen
 2. 2nd motion: J. Wiskie
 3. All approved.
- vi. Chair of Marketing and Events –
 - vii. Chair of Fundraising and Sponsorships -
 - viii. Chair of Equipment –
 - ix. Ice Scheduler - C. Wilkins
 1. Motion to approve: D. Jensen
 2. 2nd motion: R. Romeo
 3. All approved.
 - x. Chair Volunteering -
 - xi. Registrar - Appointed by VP position. S. Knott recommends John Petry for the position
 - xii. Webmaster – T. Dongarra
 1. Motion to approve: D. Jensen
 2. 2nd motion: C. Wilkins
 3. All approved.
 - xiii. Member at Large -
 - xiv. Remaining board positions to be determined due to recent board resignation and further discussion about marketing, fundraising, member relations role description and function.
 - xv. Action Item: May agenda item: determine these roles and function and make recommendations for board reps.
 - xvi. Action item: retool the standing guidelines
- b. JYH Committee Formation
- i. Committee development and formation is critical to the next 12 months of the club with the WSCC transition and goal to grow the club
 - ii. Marketing & Events- function of this committee to be determined. This should function as fundraising and recruitment, while including THFF, tournament volunteers, and fundraising efforts
 - iii. Fundraising & Sponsorships- sponsorship efforts exclusive to JYH
 - iv. Equipment- collaborate with volunteer committee to better serve
 - v. Volunteer-
 - vi. Tournament- Tournament director and recruiting
 - vii. Equipment room committee-see equipment room discussion previous in this document
 - viii. Grievance/Disciplinary committee-appointed by JYH President
 - ix. Action Item: develop a standing rules/guidelines committee to review guidelines and by-laws to restructure document by May 2025 meeting.
 - x. Action Item: Inga Cushman will send out a draft of the parent guidelines handbook by Friday, April 11, 2025
 1. Committee member volunteers
 2. Justin Wiskie, KATie K., Tony Dongarra, Dan J., Inga Cushman

11. WSCC Update (Jensen/Knott)

- a. No updates to provide
12. Open Forum
- a. Mike Potts will lead the Equipment room build at the WSCC
 - b. Action Item: Board communications to reach out to JYH members to develop a equipment room construction team to assist Mike Potts with the build out at WSCC once we have occupancy approval
13. Motion to Adjourn: S. Kane
- a. 2nd motion: S. Knott
 - b. All approved, meeting adjourned at 8:02pm