

**REGULAR MEETING FOR WILMINGTON JUNIOR SEAHAWKS HOCKEY ASSOCIATION,  
INC**

November 6, 2025

**Location: Covil Farms Clubhouse**

**1. Call to Order 6:31**

**2. Roll Call and Quorum Confirmation**

Board Members

- |  |                  |
|--|------------------|
| ● Rona Levin - President                         | Present          |
| ● Doug Shipley – Vice President, Director of Ops | Present          |
| ● Mike Doyle – Secretary                         | Present          |
| ● Dan Raatz - Hockey Director                    | Present (Remote) |
| ● Tom Reed - Member at Large                     | Present (Remote) |
| ● Niel Brooks - Member at Large                  | Present          |
| ● Brian Karg - Treasurer (non-voting)            | Present          |

Team Liaisons

- |                      |         |
|----------------------|---------|
| ● 10u Milessa        | Present |
| ● 16u Eric Allen     | Present |
| ● 12u Meghan Stewart | Present |
| ● 14u Dan Binder     | Present |

**3. Approval of Agenda - Approved.**

**4. Approval of Previous Meeting Minutes – Approved and posted to the website.**

**5. Finance Review**

- Overall Update
  - Account now includes \$5k from an awarded Grant to cover tournament fees for the Charleston Veterans Cup on November 7. This money will be transferred to the Operating account to cover the fees previously paid for the tournament.
  - Fundraising accounts reviewed.
    - Brian Karg to review and make sure that all team fundraising monies have been split correctly. 90% to team and 10% to the organization.
  - Budget reviewed. Key points:
    - Polar Ice Installment will be a few days later. We're waiting to see if we can sell the ice this upcoming weekend. Doug Shipley to issue payment on 11/7.
    - 16u will utilize the 10:45 open slot Sunday 11/8.
    - 79k today in operating account not including installments made on 11/5. We'll have roughly 54K after payment to Polar Ice.
    - December is the last installment date with the exception of those families who made alternate payment plans.
  - Forecast Spreadsheet Reviewed. Key points:
    - Spreadsheet consists of all date through 11/5
    - We are currently tracking on budget

## 6. Board, Legal & Policy

- Purpose & mission review & confirmation – table until a future board meeting.
- Policies
  - Injuries / return to play Policy was reviewed.
    - Motion to approve the return to play policy as rewritten and reviewed by Jenny Allen
    - Seconded
    - All approved

## 7. Hockey / Hockey Director

- Coaching Certifications Up to date. Goal is for 100% completion of certifications by the end of November.
- Reminder: Coach cannot invite others on the ice without prior approval.
- Player evaluations by SCI Sport will be performed free of charge.
  - Dan to schedule on and off ice portions with each team.
- Next Coaches Meeting – 11/21
- Spring Tournament Teams
  - Look at participating as a non-seahawks organization
  - Shoot for double A tournaments if possible.
  - All in favor of this plan.
- Charleston Veteran's Cup
  - 10u, 12u, and 14u will be participating.
- Coaches for Next Season were reviewed. Dan to evaluate vacancies and coaches with desire to return next season.
- Discussion – coaches as paid position vs. stipend.
  - Potential to offset with fundraising / donations / sponsorships
  - Need to review effect on tuition
  - Need to look at tax ramifications
- Reimbursement for Certifications
  - We have a low number of coaches who have submitted for reimbursements.
  - Deadline for submitting for reimbursements for the 2025/2026 season will be January 15, 2026.
- Off Season Training
  - On Ice / Off Ice training was discussed. To be researched by Dan Raatz.
- Polar Ice
  - Tim McKeag put in his notice and transitioning out of his role at Polar Ice.
  - Replacement for Tim – not known at this time
- 14u Additional Player Interview
  - Parents meeting took place to review.
  - Player to tryout next week.
- Coach and Referee Meeting
  - Dan Raatz to setup a meeting with the referees to better understand their philosophies and have a better working relationship.

## 8. Committee Updates

- Compliance
  - Jotform was created to track incidents however the majority of the organization is not utilizing the tool. Looking to develop a log that can be tracked.
- Grant Writing
  - Go Outside NC Grant received to cover the tournament fees for the Charleston Veterans Cup. Working on a press release that we can share with Go Outside NC.
- Merchandising – no update.
- Public Relations
  - Christmas Parade 12/7/2025 – planning in the work.
  - Marketing display at Polar Ice – Doug Shipley and Rona Levin to coordinate.
- Fundraising
  - Organizational – Tidal Car wash: Received 100 \$30 car wash tickets for \$5/ea. Selling them for \$10/ea. We will work with the team managers to distribute 25/team for sale.
  - T mobile donation from Team Snap - \$1,000. Must: hang banner during games / social media posts / survey / logo on website / distribute 90 t-shirts with our logo and T Mobile logo. All approved.
  - Change to Fundraising Policy – the current policy states that the Board will report back to the teams their balances. Proposed change is to report balances at board meetings and general meetings and have 1 representative from each team with access to Relay. 48 hours minimum on requests to spend money. Rona to update and we'll all vote on it.
  - Gifts Cards – 1 from Lowes, 3 from Publix. No more moving forward unless used by the organization for fundraising.
  - Discussion was had on how teams can spend their fundraising money. Answer – all teams must send a request on how they plan to spend the money 48 hours in advance and gain approval from the Fundraising chair. Submit receipts if there is no known amount. If it's a known amount, the organization could pay direct. Doug to send out a notification about this procedure in the team manager Crossbar chat.
  - We have two interested parents in co-chairing the fundraising committee. Need to schedule a meeting.
  - Pints for Pucks – need to look for volunteers to run these events and schedule dates.
- Events
  - End of season banquet - need to look for volunteers to run these events and schedule dates. Tentative date 3/28.

## 9. Closed Session

- A disciplinary issue was reviewed. All agreed to defer to the coach until such time when it needs to be escalated. We will continue to monitor.
- A financial issue was reviewed. Rona Levin will lead the resolution.
- General discussion was held regarding extending the current contract of the hockey director for 12 months through 3/31/27. This was motioned, seconded, and approved by all.

## 10. New Business – none.

**11. AOB / Open Forum – none.**

**12. Next Meeting(s)**

- Board Meeting – December 8, 2025
- General Meeting – 11/10 at 6:30 at Marsh Oaks Clubhouse

Adjourned: Regular 9:02

Adjourned: Closed 10:25