Hockey Club Fairbanks - Board Meeting Minutes

September 21, 2026 @ 5:30pm
HCF Clubhouse - 3111 Davis Road

I. Call to order: 5:35 PM
    a. Board Members: Megan, Dave, Kat, Jon, James, Jonal
        i. Board Members excused: Ben, Wade, Josh
    b. Others: Anna, Matthew Taylor, Cherie Flockhart
        i. Others excused: RT, Audra, Angela
II. Approval of Agenda: Motion by Dave, Second Jonal – PASSED.
III. Persons to be heard: BJ Sloan, Jayme Norum, Jordan Hendry,
    a. 12U Major out of state travel request – Jayme Norum. Motion by James to approve out of state travel request for 12U Major, Second Jon – PASSED.
    b. 12U Minor out of state travel request – Darren Resa. Motion by Kat to approve out of state travel request for 12U Minor, Second Dave – PASSED.
    c. 18UA out of state travel request – Sarah Burnett. Tabled pending resubmission.
    d. BJ Sloan – Delta Skating Association – Locker Room expansion project. Two extra locker rooms in Delta. Mini Tournaments or Jamboree's at Delta. Full slate of teams, levels TBD. A/B 10U, 12UA or Minor, 14UB, 16UA. Quite a few Delta kids playing with HCF. Continue good relationship with HCF. Growing local officiating is a struggle.
IV. Approval of August Meeting Minutes: Motion by Dave, Second Jonal – PASSED.
V. Reports
    a. President – Megan
        i. Contracts: Signed contract with Polar, nothing from FWA. FNSB 26-27 contract…still issues with this one, but we did sign it. One of the items, assigns all responsibilities to HCF out of the use of the entire facility. Any claim from HCF arising from use and occupation of facility. NO longer accept USA hockey as our only insurance policy. Philadelphia Insurance responsible for general liability. Borough is not responsible of the condition of the facility. Responsibility of HCF to make sure condition is acceptable. Hold harmless clauses…pushes all responsibility on to us if there is an incident.
        ii. Obtain policy for workers comp for the borough for our two employees.
        iii. One of our players' father passed away this past summer. In the past, we have waived player fees for a player who has lost a parent. Motion by Dave to cover players registration cost and take it out of scholarship fund, Second Jonal – PASSED.
    b. ASHA report – Audra / Ben
        i. Board finishing vote on 2027 tournament dates and locations. For 16UB, Salmon Sharks will host it.
        ii. HCF hosting three state tournaments.

iii. Attended hockey hall of fame ceremony. Jason Gillam was recognized. It was well attended.

c. Officials – Jason
    i. Registration season for officials
    ii. 48 officials registered. (59 last year).
    iii. Will do an in person session for new officials.
    iv. Youth fees are the same. Made a fee for 14UA girls that's between 14UA and 14UB.
    v. Addition of JV games makes it hard for getting officials.
    vi. May need to bring up officials from Anchorage for 16UTII state tournament.
d. Treasurer – Megan / Hayden
    i. Budget vs actual – QuickBooks pulls in everything, even if you don't have a budget line item. Those would mainly be comp teams, which is a wash.
e. Executive Director – Anna (see report)
    i. NO update from FWA for ice schedule…delayed practice schedule for October.
    ii. Oct – Dec practice schedule will be built once we know FWA ice. FWA closing at 8 PM means we lose 2 sheets a week (4 teams).
    iii. Concerns for skills ice. If we don't get FWA ice, we won't be able to do skills ice on Wednesday. Dedicated skills coach goes to a teams practice may work as an alternate option. Last 15 and first 15 of each ice session.
    iv. No Lisa Kriley ice. Hockey Week in Fairbanks, - stay longer for a clinic if possible.
    v. Registration numbers. 775 kids registered. THFF – only 4.
    vi. Leaving B portal open…12U full, 18B is light…players and coach want to push forward. Arctic Bears need ice for tryouts.
    vii. Concession Manager – adjust it back to stocker. Push out the full job description one more time. Don't want to run the Cotton Candy machine. Do root beer floats instead of cotton candy as an option.
    viii. Looking for sponsors for gear rental, clubhouse ($200,000 over 4 years)
f. Hockey Director – RT – No report
g. Safe Sport Coordinator – Dave
    i. Response from ASHA in regards to any issues we need to worry about. No issues with our association regards to Safesport. Portal will be easier for folks to report issues. Need to make sure we don't get to the stage where we have a Safesport incident. Coaches and people don't come to us early enough (more on the disciplinary side). Locker Room 5&6 at Polar…concern about doors swinging open. Reiterate that coaches/locker room monitors must be inside the locker room with player.
h. Registrar – Audra – see report.
i. HCF Clubhouse – Megan / Ben – new doors in October. Sarah's dryland on the schedule.
j. Clothing – Angela – several teams that put sponsors on some of their programs that they weren't supposed to put sponsor on. Consider additional sponsorship options, such

as $500 sponsor, but team can only use $250 for the product, therefore ensuring some sponsorship funds go towards team needs vs product.

VI. New Business:
   a. Scholarship Committee formation – Kat, Dave, Jon, James – Nov 1st is due date. Done before Nov 15th.
   b. Sending both 16UB teams to state – Motion by Kat to send both 16UB teams to state, Second Dave – PASSED.

VII. Old Business:
   a. HCF Special Needs Policy discussion / approval – Make a poster on expectations for coaches to help communicate. See if other sports have a policy. Provide education for coaches. (Anna) – Have the resource available to coaches. Who is the person to guide them? Every situation is unique. Alaska Center for Children and Adults. – We can partner with them. ACCA. Heidi Haas runs ACCA. Reach out to Heidi.
   b. Succession planning for 6U (Dave). Shawna Hughes, possibly.
   c. Create a manager notebook/guidebook for next season – Anna is working on it.
   d. Player recognition (when they played with HCF and where they ended up playing) – Anna working on the website. Start in October.
   e. Fundraising / Sponsorship Plans
      i. Military Discount / Support program data gathering
      ii. 6U Snacks – $1000 sponsor – Ashley Ellis – Eagle Eye Optometry. Denali State Bank has expressed interest.
   f. 10 Year Anniversary of HCF Celebration (2025-26 Season) It'll happen.
      i. Alumni Game over Christmas break – we have the ice. Started building the website that will collect alumni data. Mini Tournament. What's the criteria. Players or coaches, or both? Matti Taylor as lead.
      ii. Anniversary Hoodie – Angela will send final draft this week.
      iii. Community Event – Partner with a Nooks game or partner with someone.

VIII. Comments/Announcements: We need a succession plan for RT. Full steam ahead at April.

IX. Next Meeting: October 19, 2026

X. Adjournment: Motion by Dave to adjourn, Second Jon – PASSED at 7:56 PM.

XI. Moved into Executive Session: Jonal, James, Jon, Dave, Kat, Anna, Megan

XII. Retreat topics: