

# **Jackson Youth Hockey**

## **Board of Directors Meeting Minutes**

**Location:** Luke Smith's Office

**Date:** April 28

**Time:** 5:30 PM

Attendees: Luke Smith, Chris Donza, Lizzie Heinekin, Andy Cavallaro, Kilee Amborski, Nikki Gill, Tyler Sinclair, Gavin Fine, Chris McCulough, Will Harrop, Steve Stec, Jillian Moorhead, Stephanie Hardeman.

### **Mission Statement**

Jackson Youth Hockey provides meaningful opportunities for children to experience hockey while developing skating and hockey skills and instilling sportsmanship, leadership, and teamwork.

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### **1. Public Comment**

No public comments were presented.

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### **2. Call to Order – Gavin Fine**

The meeting was called to order by Gavin Fine.

- March meeting minutes were reviewed and approved unanimously once edits are sent.
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### **3. Welcome New Board Member**

- Nikki Gill was welcomed to the Board of Directors.
  - Gavin Fine and Kilee Amborski will coordinate new board member onboarding materials and orientation.
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### **4. Mission Moment**

Discussion focused on continued efforts to support player development, team culture, and long-term program growth within Jackson Youth Hockey.

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## **5. Staff Reports**

### **Director of Operations – Kilee Amborski**

#### **Refund Policy Discussion**

- The board discussed implementing a clearly published refund policy on the JYH website, including guidance related to injury-related refunds.

#### **Accounting & Financial Systems**

- Discussion centered around current accounting limitations and the need for improved financial reporting access.
- The board reviewed transitioning from the current accounting system to QuickBooks.

#### **Motion:**

AC made a motion to transition to QuickBooks and discontinue the current accounting firm relationship.

**Vote:** Unanimously approved.

#### **Calendar & Season Planning**

- Draft dates and planning timelines for the upcoming season were reviewed.
- The board discussed establishing fundraising goals for each team.
- Tournament registration timing was discussed, with a goal of opening registration in June.
- Gavin Fine and Kilee Amborski will continue coordinating tournament planning.
- The board also discussed opportunities to increase fundraising efforts during the WGHL tournament weekend.

#### **Additional Updates**

- Sheridan player inquiry reviewed.
- Bantam roster updates discussed, including interest from a potential goalie and player from Pinedale.
- Coach recruitment efforts continue.
- Website updates are underway, including improvements to the registration page.
- Registration numbers and planning timelines were reviewed.

### **Hockey Skills Director – Elliot Van Orsdel**

No formal report presented.

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## **6. Committee Reports**

### **Finance / Treasurer – Chris McCullough**

## **Financial Update**

- The organization remains in a healthy financial position.
- Planning for the 2026–2027 budget process has begun.
- Finance tracking access will be updated to allow Kilee Amborski access, excluding staff payroll details.

## **Staff Compensation**

- Coach compensation structure was discussed, including the need to finalize compensation figures for Elliot Van Orsdel.
- Planned staff compensation adjustments for Kilee Amborski and Elliot Van Orsdel were reviewed.

### **Motion:**

AC made a motion to approve compensation increases for Kilee Amborski and Elliot Van Orsdel, including an updated job description for Elliot Van Orsdel.

**Vote:** Unanimously approved.

- Elliot Van Orsdel will prepare a community communication outlining his updated role.
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## **Fund Development – Jillian Moorhead**

### **Fundraising & Grants**

- Planning discussions began for the CMI and JYH fundraising event scheduled for Summer 2026.
- Laura Soltau continues work on the Travel & Tourism Grant application.

### **Sponsorships**

- The board discussed creating designated fundraising categories and donor-directed giving opportunities.
- Registration platform donation options were reviewed.

### **Jersey Sponsorships**

- New one-year sponsorship opportunities for Squirt and Pee wee teams were reviewed.
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## **Coach & Player Development – Tyler Sinclair**

- Team and coach updates were discussed.
- Gavin Fine noted that Tyler Sinclair's next meeting will be his final board meeting.

- Additional coach candidate discussions were led by Gavin Fine.
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### **Governance – Stephanie Hardeman**

- The board discussed dedicating additional time toward strategic planning initiatives.
  - Retreat planning discussion included:
    - Potential dates
    - Meeting format
    - Priority discussion topics
  - A Doodle poll will be distributed to determine availability.
  - Chris McCullough suggested an evening retreat format of approximately three hours.
  - Board member recruitment and current board terms were reviewed.
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### **Discipline Committee – Will Harrop**

- Gavin Fine reported no updates from the Discipline Committee.
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## **7. Executive Committee Discussions**

### **CMI Meeting**

- Jillian Moorhead and Gavin Fine provided updates from the recent meeting with CMI.

### **Additional Discussions**

- Gavin Fine reported that board member insurance coverage has been increased.

### **Girls Program Discussion**

- Continued discussion regarding development of the girl's hockey program and WGHL participation.
- The board reviewed interest levels, Team Wyoming participation, and long-term program sustainability.
- Discussion included maintaining opportunities for Jackson-based players while supporting overall girls' hockey growth.

### **Motion:**

AC made a motion to grandfather [REDACTED] into WGHL participation while maintaining JYH girls as the primary WGHL team roster for 26-27 season.

**Vote:** Unanimously approved.

## **Scholarship Discussion**

- The board discussed scholarship processes and administration, including the Scott Smith Scholarship Fund.
- Discussion included whether scholarship applications should be reviewed through a third-party process and how scholarship recipients should be evaluated moving forward.
- AC will follow up regarding additional scholarship process information.