

HAYHA Board Meeting

Meeting Date: August 19, 2025, 05:31 pm

Attendees

Board: Joe (virtual), Chad, James, Scott, Adrienne, Mike, Sabrina, Melissa, Chuck

Board Adjacent: Cory Whitmore (Tournament Director), Lance Wilson (Registrar)

Rink: Brandon Vonada

Public: Stephen Begley, Justin Hicks, Jon Flynn, Rachel Schanz, Casey Schanz

Pre-meeting Actions

The Board has voted on six non-meeting motions since the July meeting. Summarized as follows:

- Revisions to coaching roles and definitions within the HAYHA Handbook
 - Motion to adopt the revisions - Chuck
 - Second - Mike
 - Motion passed.
 - Yes - Scott, Joe, Mike, Melissa, James, Adrienne, Chuck
 - Did not vote - Sabrina
- Three candidates volunteered for the open Treasurer position.
 - Motion to interview the top candidate, Rachel Schanz - Scott
 - Second - Chuck
 - Motion passed.
 - Yes - Chuck, Scott, Joe, Sabrina, James
 - Did not vote - Adrienne, Melissa, Mike
- Registration fees for 2025/26 season.
 - Motion to approve the following fee structure - Chuck
 - \$275 for House 1 per session
 - \$285 House 2 per session
 - \$185 for 6U/8U per session
 - \$950 for 10U (includes 3 tournaments + State)
 - \$1125 for 12u (includes 3 tournaments + State)
 - \$1225 for 14U (includes 3 tournaments + State)
 - \$725 for 14U/19U Girls
 - \$1600 HS (includes 1 tournament + State)
 - \$175 goalie development
 - Second - Sabrina
 - Motion passed.
 - Yes - Chuck, Scott, Joe, Sabrina, James, Melissa
 - No - Adrienne
 - Did not vote - Mike
- Practice schedule for 2025/26 season.
 - Motion to approve the practice schedule per Chuck's pdf on 8/1 @ 7:33 AM, removing the House games and revising Goalie Development to every other week (attached) - Sabrina
 - Second - Chuck

- Motion passed.
 - Yes - Chuck, Scott, Mike, James, Melissa, Sabrina, Joe
 - Did not vote - Adrienne
- Uncontested Division Head Coach candidates.
 - Motion to approve the following uncontested Division Head Coaches - Sabrina
 - 6U - Josh Lewis
 - 8U - Kyle Palagi
 - 14U - Will Parr
 - Girls - Billie Hahn
 - Second - Chuck
 - Motion Passed
 - Yes - Sabrina, Joe, James, Scott, Chuck
 - Did not vote - Melissa, Adrienne, Mike
- Tryout Schedule
 - Motion to approve the following tryout dates and times - Chuck
 - FIRST WEEK
 - High School & Goalies
 - 9/15: 5pm to 6pm, High School Skills Session (requires moving Summer Camp back by 45 min - Coach Dahl is okay with that)
 - 9/16: 5:15pm to 6:45pm, High School Scrimmage Session
 - 9/16: 7:00 pm to 8:15 pm, Goalie Session
 - SECOND WEEK
 - 14U
 - 9/22 5pm to 6pm, Skills Session
 - 9/23 6:45pm to 8:15pm, Scrimmage Session
 - 12U
 - 9/22 6:15pm to 7:15pm, Skills Session
 - 9/23 5pm to 6:30pm, Scrimmage Session
 - 10U
 - 9/24 5pm to 7pm, Skills & Scrimmage Session
 - Second - Sabrina
 - Motion Passed
 - Yes - Joe, James, Adrienne, Melissa, Mike
 - No - Scott, Chuck
 - Abstain - Sabrina

Overview

- President clarified Robert's Rules: motions require unanimous consent for amendments or withdrawals post-statement.
- Recent achievements reported: successful summer camp, Lewis and Clark County Fair fundraising, and new 2025-26 season registration launched.
- Rink updates shared: locker room assignments and video room setup in progress; mobile health unit approved.
- Girls Program updates revealed: 19U and 14U coaching preferences noted; board communication required for out-of-area player requests.
- House Program discussed: potential for competitive tournaments for players cut from travel teams to enhance participation.
- YETI financial updates presented; budget adjustments approved pending documentation, with oversight measures suggested for financial management.
- Division head coach appointments confirmed: Bob Richards (12U), Chuck (10U), Adam Begin (high school); recommendations don't ensure head coach positions.
- Player exception requests granted for Carter Richards and Jackson, with pending review for Willow's daughter based on team composition.

Notes

Meeting Setup & Technical Issues (00:01 - 02:28)

- Roll call completed with all board members present
- Last month's minutes approved unanimously and will be posted to website

Robert's Rules Update (04:39 - 05:55)

- President clarified correction to Robert's Rules procedures - motions cannot be amended or withdrawn without unanimous consent after being stated
- Moving forward, formal motion to amend process will be required with seconding, discussion, and voting

Monthly Accomplishments Report (05:56 - 08:25)

- Comprehensive list of achievements between July-August meetings presented
- Lewis and Clark County Fair fundraising organized
- First successful summer camp hosted with positive feedback survey
- 2025-26 season registration launched with adjusted fees
- Practice and tryout schedules developed
- Qualified treasurer identified for HAYHA
- Updated codes of conduct implemented in registration and website
- Coaching roles defined including new division head coach position
- Qualified division head coaches nominated

- Rink contract negotiations ongoing
- Concussion screening event scheduled
- Try Hockey for Free event planning initiated
- Handbook review and updates begun

Communication Issues (08:26 - 10:40)

- Some members not receiving email communications due to spam filters or delivery issues
- Recommendation made to add sender addresses to contact lists and check website for updates
- All email communications are also posted on website, action-related items posted on Facebook

Rink Updates (Brandon Vonada) (10:41 - 16:40)

- Software setup in progress for lobby TV and locker room assignments
- Request for input on practice locker room assignments Monday-Thursday
- Need game weekend locker room coordination with team size and visitor information
- Action decided: Age division reps responsible for communicating locker room needs for both practices and game weekends
- Video room discussion - room available with table removed, TV setup, approximately 25 high school student capacity
- Mobile health unit coordination approved for parking area with table setup on patio
- Waiting on ice time contract and separate contracts for video room, gym, equipment room from Jed

Tournament Scheduling Coordination (17:53 - 22:51)

- State tournament dates to be added to info calendar by Joe and Scott
- Discussion on post-state tournament practice scheduling - decision to coordinate with coaches on needs up to mid-March
- Current season contract runs through March 15th at preferred rates

Division Updates - Girls Program (Mike) (24:44 - 37:35)

- Girls Division Head Coach, Billy Hahn recommended, prefers age appropriate girls for both the 14u and 19u teams
- 14U coach: Doesn't want many 10U players, prefers 14U and some 12U players
- Carolyn Arrington agreed to coach 12U level for jamborees if needed
- Out-of-area players from Butte and Great Falls interested due to lack of programs in their areas
- Estimated numbers: 25 total 19U eligible girls (10 local, 15 out-of-area), high teens for 14U
- Board decision: Out-of-area and out-of-age requests require board email approval
- **Motion** to charge full registration fee for every rostered player – Mike. 2nd – Melissa. Motion passed unanimously.
- Cross-roster question for 14U/19U teams - board leaning toward single team placement rather than cross-roster due to same practice times

House Program Updates (40:33 - 43:05)

- Jon Flynn presented opportunity for house-level competitive tournaments using players from Helena, Big Sky, and Lewistown
- Model would provide travel tournament opportunities for players cut from travel teams
- Big Sky indicated 6-10 players per age group available
- Would focus on B/C level tournaments like Salmon
- Coordination available but not run directly by Helena

8U Program (Melissa) (46:55 - 48:30)

- Tournament registration challenges with noon opening times causing access issues for working parents
- Request for prepaid tournament option or different registration times
 - Discussion tabled until next meeting
- Current numbers: 10 registered for 6U, 15 for 8U with some pending registrations

10U/12U Program (James) (48:31 - 51:00)

- Division head coach recommendations submitted
 - **Motion** to appoint Bob Richards as 12U Division Head Coach – James. 2nd – Mike. Motion passed unanimously.
 - **Motion** to appoint Chuck Denowh as 10U Division Head Coach – James. 2nd – Adrienne. Motion passed unanimously. Chuck Abstained
- Carter Richards play-up request from 10U to 12U
 - **Motion** to approve play-up request and allow Carter Richards to tryout in the 12U division - James. 2nd – Adrienne. Motion passed unanimously.

High School Program (Adrienne) (51:01 - 54:45)

- Division head coach recommendation submitted
 - **Motion** to appoint Adam Senechal as High School Division Head Coach – Adrienne. 2nd – Mike. Motion passed unanimously. Chad Abstained.

YETI Program Financial Updates (Chuck) (58:33 - 01:01:42)

- Budget adjustments needed: \$500 transfer from miscellaneous to travel/marketing, \$1053 addition for jersey overrun
- Board approved contingent budget with both adjustments pending document review
 - **Motion** to conditionally approve the budget adjustments – Chuck. 2nd – Adrienne. Motion passed unanimously.
- Reagan Lozar meeting scheduled for monthly financial reporting setup
- Recommendation for treasurer and board signatory access to YETI account for oversight
- Action required: YETI coaches must have USA Hockey numbers, background checks, Safe Sport certification

- Ice booking clarification: YETI must go through Scott for HAYHA contract rates or book directly with rink as separate entity

President Report Items (01:08:38 - 01:11:50)

- Board members need to update USA Hockey numbers and contact information in the spreadsheet Lance shared
- Conflict of interest forms and volunteer code of conduct requirements for all board members
- **Motion** to pay \$100 per month for unlimited use of the rink video room – Sabrina. 2nd – Mike. Motion passed unanimously
- Video room can accommodate team meetings, video analysis sessions for all age divisions

MAHA Updates (Joe) (01:13:08 - 01:15:30)

- Division rep Zoom meetings scheduled, calendar invites sent
- Waiting on MAHA response for scheduling clarifications and Zoom meeting links
- Some scheduling conflicts between MAHA calendar and distributed information

Financial Report (Joe) (01:16:21 - 01:20:00)

- Current account balance: over \$17,000
- Balance does not include, but financial reports now do include, restricted CD funds (~\$17,000) that must be used for growth initiatives, cannot be used for permanent items
- Discussion on better investment options given low interest rates
- Request for expense details in future monthly reports to track balance changes

Tournament Director Report (Corey) (01:40:17 - 01:47:00)

- Tournament registrations progressing: \$35,932.30 spent to date
- Watford City refund of \$800 coming, bringing total to \$35,132.30
- Approximately 30-40 more tournaments to register across age divisions
- Request for increased daily debit card limit from \$2500 to \$5,000-6,000 for tournament registration efficiency
- Tournaments filling quickly - recommendation for earlier registration to secure spots

Committee Updates (01:47:01 - 01:52:25)

- Summer Camp Committee: Session one received positive reviews with one constructive feedback about waitlist management
- Try Hockey for Free Committee: \$1,000 budget discussion - \$500 for ice time, potentially \$500 for equipment
- Fundraising Committee: Fundraising solicitation form ready with soft commitments received, Golf event being considered as potential fundraising event

Coach Compensation Policy Development (01:58:52 - 02:13:45)

- Comprehensive policy presented for non-parent coach compensation
- Funding provided by multi-year family donation, not registration fees

- Compensation structure will be added to handbook
- Policy includes travel expense reimbursement for non-parent coaches
- Requirements include season completion, post-state tournament payment, mandatory evaluations

Handbook Revision Process (02:29:32 - 02:34:00)

- First 5 section (pages 1-12) distributed for review with one-week timeline
- Three types of updates requested: grammatical, same intent/different wording, actual changes
- Section-by-section approach for manageability
- Include disciplinary policy update for parent/athlete workshop assignment

Treasurer (02:34:29 - 02:36:55)

- Motion to appoint Rachel Schanz to a one-year term as Treasurer – Joe. 2nd – Sabrina. Motion passed unanimously.
- Plan to adjust bylaws for dual-signature check requirement (treasurer plus board member)
- Email transfer and transition planning with Joe

Volunteer Requirements Reminder (02:38:07 - 02:40:30)

- All coaches/volunteers need Safe Sport certification and background checks (every 2 years)
- CEP classes due December 15th (moved from December 31st)
- Locker room monitors required for all teams
- Board members empowered to verify compliance of ice participants

Player Exception Requests (02:43:28 - 02:49:00)

- Tryout Exception submitted for Jared Senechal due to having broken leg.
 - Motion to allow Jared Senechal to miss tryouts yet still be placed on one of the HS teams based on last year's performance as compared to this year's tryout attendees – Adrienne. 2nd – Melissa. Motion passed unanimously. Chad abstained.
- A Girls player from Great Falls has requested to cross roster on both the 14u and 19u girls teams. Mike will ask the parent to submit an email request to the Board.

Tryout Committee Formation (02:26:33 - 02:29:00)

- Committee approved: Christian Clays (tryout coordinator), Sabrina, Scott, Melissa with Chuck as ex-officio
- Four weeks until high school tryouts, five weeks for other divisions
- Electronic evaluation sheets and evaluator roster from previous year available

Administrative Tasks (02:39:27 - 02:41:00)

- Master vendor/account list to be created for all HAYHA relationships and accounts
- Admin email account setup for consistent organizational access
- Action item list maintenance encouraged for all board members

Action items

All Board Members

- Update USA Hockey numbers and contact information in spreadsheet (01:08:38)
- Register as volunteers in crossbar system (01:09:01)

Scott

- Send tryout schedule to Brandon (16:58)
- Add MAHA dates to info calendar (17:53)
- Send conflict of interest form to Chad

Chad

- Get compensated volunteer list to Lance for discount codes (01:25:34)
- Create master vendor/account list for HAYHA relationships (02:39:27)
- Send first handbook section revisions to executive committee (02:29:32)
- Follow up with Robbie on referee program engagement (01:31:14)

Age Division Reps (Mike, James, Adrian, Melissa)

- Coordinate locker room needs for practices via email discussion, then communicate to Brandon (13:42)
- Communicate weekend game locker room needs to Brandon for each division (13:42)

Joe Baumgart

- Add MAHA dates to info calendar with Scott (01:14:40)
- Contact bank regarding increased daily debit card limit for tournament registrations (01:48:17)
- Set up YETI bank account with executive committee member as additional signatory (01:07:00)
- Coordinate treasurer transition with Rachel including Christie introduction (02:36:55)
- Research CD fund restrictions and investment options (01:18:30)

Chuck

- Develop YETI operations manual as handbook appendix (01:05:16)
- Communicate ice booking policy to YETI program (01:06:54)

James

- Notify Carter Richards family of play-up approval (02:43:28)
- Send division head coach confirmation emails (52:42)

Mike

- Handle girls program out-of-area and play-up requests via board email review process (29:38)

Sabrina

- Continue Try Hockey for Free event coordination including equipment sourcing (01:52:26)

- Apply for referee grant if desired, with potential HAYHA matching funds consideration (01:33:20)
- Contact Bailey regarding equipment inventory for Try Hockey for Free (01:35:46)

Lance

- Create waitlist registration for 6U/8U if capacity reached (01:21:47)
- Set up discount codes for compensated volunteer positions (01:25:15)

Corey

- Continue tournament registrations within budget parameters (01:45:33)
- Provide updated tournament registration spreadsheet (01:49:47)
- Coordinate with coaches on post-state tournament scheduling needs (01:21:40)