



West Madison Polar Caps Board Meeting Agenda (14 July 2025)

Location: <https://us06web.zoom.us/j/4185495981?pwd=MJYwDaUjrYbSb4RLWmlrYX3xbYg15b.1&omn=89153832729>

Attendees

Name	Role	Attendance
Joey Frayne	President	y
Andy Mendyk	Past President	n
Pete Lenaker	Director of Hockey	y
Jed White	VP Travel Team Coaching	y
Joe Bartol	VP In-House Coaching	y
Laura Zach	Treasurer	y
Valerie Maine	Secretary	y
Dave Tollefson	Bantam ALD	n
Rico Saenz	Pee Wee ALD	y
Jon Obst	Squirt ALD	y
Mike Pilarz	RWB ALD	y
Rich Sullivan	Cross-ice ALD	y
Meredith Milliron	LTP Director	n
Karla Pinkerton	Recruitment Director	n
Frank An	Registrar	n
Eric Cops	Practice Ice Scheduler	y
Dave Chimielewski	Game Ice Coordinator	y

OPEN	Girls Program Coordinator	n/a
Ernie Pearson	Equipment Manager	y
Jessica Gamez	Volunteer DIBS Coordinator	y
Scott Beckfield	Fundraising Director	n
Ashley Russell	Web Administrator and Communications Director	y

Consent Agenda

Approval of June Minutes

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June Minutes Approved: Jed White moved to approve; second by Pete Lenacker- unanimous

Budget/Financials [Treasurer]

Age Group	Fee
LTP	\$ 100.00
6U	\$ 500.00
8U	\$ 800.00
10U	\$ 1,550.00
12U	\$ 1,650.00
14U	\$ 1,800.00

Budget reviewed. Above fees and payment plan for fees discussed. Motion made to approve the budget, fees, and payment plan structure by Jed White; seconded by Rico Saenz. Motion approved, unanimous.

Budget discussion included plan to get three touches per team. Decision made to include tournament costs in fee this year. Budget has been drafted. Systems being developed to facilitate more transparency into expenses through use of QuickBooks. Rink is running at a deficit (150k) - rink is looking at taking over the concession stand, improve the offerings, and club will participate in staffing the stand. We may have to start paying to rent spaces (i.e., equipment room). Fee structure - developed to offset loss of income in other places. We have reserves to offset some of the loss and will increase fees somewhat to compensate. Plan to offer spaced out fee structure to ease registration burden on families.

Policy Review

- <chrome-extension://efaidnbmnnnibpcajpcgclefindmkaj/https://crossbar.s3.amazonaws.com/organizations/1933/uploads/97fe6e29-db2d-4502-8aeb-03f889508c1f.pdf?versionId=CHh5AZU8OMcKEA182ToSV0AQy.RwitjQ>

Reviewed policy. Noisemaker policy has now been updated. Addition changes needed were identified, including need to update references to “SportsEngine” to generic language (i.e., “website”), update number of tournaments covered by club (currently policy states 2), and update neck guards as mandatory equipment.

Registration/Jersey Update [Ashley/Frayne]

Jersey order will be put out with registration.

Revisited discussion of practice jerseys. Club President will look into options for pricing (jerseys vs. pinnies).

Practice jersey’s - non reversible estimated \$32 per unit. Reversible ones \$55 per unit. Joey will look into pinnie cost.

Recruiting Actions [Karla]

No updates.

Scheduling Update

Calendar reviewed. Need to confirm playdown date. Ice is confirmed for PeeWee C state tournament weekend for hosting. Tournaments need to be scheduled for all travel teams. Discussed Cross Ice and RWB tournaments. There is consensus around moving toward an expectation that all teams at these levels will do a tournament at the end of the year. Still need more practice ice - need to reach out beyond MIA to see what ice we can find. Once tournaments are set then focus on game scheduling.

DIBS update

No current updates. Revisit DIBS planning in August and September Board Meeting.

Fundraising

Golf outing registration open. No other updates.

ALD Reports

ALDs need more CrossBar training. No other updates.

Coaching Committee (Pete, Jed, Joe, Gabe, and Jeff)

5 member coaching committee is functioning well. Working on transition plan for those who have been on it for a long time. Have 3 other coaches attending to get trained up in the functioning of the committee, not formal members yet. Instructor secured for Bantam body checking clinic. Slight change to Bantam selection scrimmage, sorted out. All ice is confirmed for all preseason activities through Oct 10th. Goalie skill session ice is set for the entire season. Goalie eval ice is set.

Communications - (Ashley/Joey)

Need to put out a call for Communications Coordinator - Ashley filling in. Need graphics for registration advertising - Ashley will work on this.

Girls Hockey (Joey)

Plan to bring someone to August meeting to recommend to fill role for Girls Coordinator. A few people have expressed interest. Details are TBD. Close to being able to do 2 teams at 10U girls. 12U will be one team. 14U is one team.

Special Topics

Transfers Out

Sebastian Medina Eulogio 2015 (Verona)

Motion made by Joe Bartol, Ashley Russell seconded; approved, unanimous.

Transfers In

Jackson Kay 2016 (McFarland)

Motion to approve Jon Obst; seconded Joe Barton; approved, unanimous.

Chase Rahman 2016 (Dodgeville)

Donovan Rahman 2011 (Dodgeville)

Motion for both Rahman brothers made by Pete Lenaker, seconded by Jed White; approved, unanimous.

Grants

Grant submitted for equipment needs. Expecting to get divider boards hopefully sometime in August. If we purchase equipment, need to use sales tax exemption certificate as we are a non-profit.

President Closing Remarks

Next Meeting Monday August 11th, likely in person.

Meeting adjourned at 7:30pm.

ACTION ITEMS:

Double check when playdowns weekend is - weekend of the 7th?

Policy updates:

Update "sports engine" in policy to generic language "website"

Update how many tournaments we will cover (currently states 2)

Add neckguards to mandatory use of equipment in policy

Questions from Eric: can we apply for grant money to get practice jerseys for the club?

Joey will look at practice jerseys and pinnie costs.

Add full admin privilege for Ashely Russell on Crossbar.

Email out reminder for folks to download Crossbar app and enable push notifications, some info on how to use it.

Share dates for evals etc on registration email.

Roll out clagget registration a few days after regular registration.