



## PHA BOARD MEETING DRAFT MINUTES

**MEETING DATE:** October 8, 2025 @ 6pm    **LOCATION:** Sublette County Library - Board Room

Google Meet: <https://meet.google.com/ihp-mhae-csg>

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Board Members in attendance: Tyler Hofer, Allysa Booth, Morgan Powers, Kara Holland, Amber Anderson, Jason Zakotnik\* and Tamara Currah

Other Attendance: Mindy Seehafer

*\*Indicates virtual attendance*

President Tamara called the meeting to order at 6:01 pm.

### Approval of Minutes

- [9-10-2025 PHA Mtg Minutes](#)

Motion to approve the September 10, 2025 meeting minutes with Amber's names added to attendance.

Moved: Tyler Second: Morgan

*Vote carried unanimously.*

### Reports

#### **Board Members**

- President (Tamara Currah) - none
- Vice President (Tyler Hofer) - none
- Secretary (Allysa Booth) - none
- Treasurer (Jason Zakotnik) -
  - Jason Zakotnik presented that, moving forward, Mindy Seehafer will be involved in supporting PHA with financial reporting responsibilities.
  - The board discussed the jersey and sock invoice. The board discussed whether to itemize jerseys and socks separately or to categorize them under registration revenue. Kara Holland explained how these items are currently broken out in Crossbar. Following discussion, the board agreed to keep jersey and sock expenses separate in QuickBooks to assist future boards in budgeting apparel costs independently from other fees. Mindy will look into options for integrating data from Crossbar into QuickBooks.
- Registrar (Kara Holland) -
  - Kara reported that registrations are slowing down, with a total of 115 signups.
  - The board discussed WAHA's guidance on play-down requests. It was determined that such requests will require placement on a flex or house roster for in-house play only, along with coach approval for the intended age division.

- Rosters are progressing but still need adjustments related to roster sizes, WAHL or tournament participation, birthdates, and SafeSport compliance. It was noted that no roster changes are permitted after December 31 for the remainder of the season.
- The board agreed to consider an earlier registration deadline in future seasons to help manage roster limits more effectively.
- Scheduler (Morgan Powers) - Morgan reported that scheduling is complete, although some Squirt games still need to be added during the PeeWee Tournament.
- GameSheet (Amber Anderson) - Amber reminded the board that all data must be entered into GameSheet by October 15. She will coordinate and schedule training sessions with each team.

### **Other Reports**

- Pronghorns - None at the time of the discussion.
- Tournament Committee - Kara reported that the rules from last year were submitted.
- Recruiting Committee - Tyler presented
  - Try Hockey for Free - The board discussed the success of the Try Hockey for Free event, noting a positive impact on registration numbers.
  - Launch Party - Was well-attended, with approximately 150 participants. The event was particularly effective in engaging younger age groups. The board agreed the event was a success.
- Fundraising & Community Engagement Committee
  - Jason and Morgan presented the current status of sponsorships. The board discussed plans to hang banners the weekend of October 24–25, with a goal to have all banners in place by October 31, 2025.
  - A master logo file will be created and shared with Andy and Morgan. Jason will send the file of the current contacts, and Allysa will distribute it to the board.
- Coaching Committee
  - The coaches and managers meeting was productive. The board noted that additional time may be needed to further discuss how to use Crossbar effectively.

### **Comments from Attendees**

### **Information**

### **New/Old Business**

1. Learn to Skate
  - a. The program is going well, with strong participation from younger skaters, especially three-year-olds. Shanda and Shelbi are leading the sessions effectively.
  - b. The board discussed the need for improved communication and attendance tracking. A write-up for document retention was suggested. It was agreed that involving an additional board liaison could help strengthen communication efforts in the future.
2. 8U/6U Gear

- a. Amber has organized a gear swap over the next two weeks with the ok from Grant at SCIA. She will coordinate with Lauryn to advertise.
- b. The board discussed including used jerseys in the swap. It was noted that used jerseys were made available during registration for 12U and older divisions.
- c. New gear purchase
  - i. Tyler reported that gear supplies are running low. He is working with Matt to place an order through Pure Hockey, using the available \$11,000 grant funds. The board discussed purchasing 20 gear sets at an estimated cost of \$5,700.
  - ii. Matt recommended adding more goalie gear, and the board agreed to include neck guards in the order.
  - iii. Tyler will also order jerseys by tomorrow. There was some confusion regarding jersey styles for 10U and 12U, which the board noted for clarification.
  - iv. The board noted that, in the future, an 8U/6U registration list should be prepared in advance to help facilitate the checkout process.

3. State Tournament Bids

- a. 10U - **Feb 20-22** - **RECEIVED 9-24-25**

4. Foundation 23

- a. A representative will be needed at **Calli's Helping Hands** on **November 12 at 7:00 PM** to accept a donation check. The board will determine who will attend at the next meeting.

5. Out of Town Approvals

**A motion was made via email on September 25, 2025 to approve Aspen Allred to join PHA.**

Moved: Kara Holland Second: Allysa Booth

*Vote carried with a majority vote*

Tamara will verify that all remaining out-of-town players have letters of good standing from their previous organizations.

6. Playing up and Dual Roster Requests

- a. Dual Rosters: The board agreed to table the decision on Crue and Jayden until it is confirmed how many Douglas players can commit to PHA.

**A motion was made to approve Lane, Tympie, and Aryington to Dual Roster based on the lack of numbers.**

Moved: Amber Anderson Second: Morgan Powers

*Vote carried with a majority vote.*

- b. Playing Up: The board agreed to table the decision on allowing Jayce McNeal to play up until 10U roster numbers are confirmed. WAHL allows a maximum of 20 rostered players, and the board is waiting to see which families commit to the WAHL schedule versus tournament-only play.

7. Midget Team - Douglas
  - a. The board discussed the potential addition of a few more Douglas players, which could bring the roster to 14.
  - b. Jerseys are available for Douglas players to use.
  - c. It was agreed to charge Douglas players \$185 per registration through PHA.
  - d. Tamara will contact the Douglas association to confirm player commitments as soon as possible.
  
8. Reimbursements
  - a. Discussion on if non-parent coaches at non-WAHL teams get reimbursed.
    - i. It was agreed that any reimbursements should come from that team's individual funds.
    - ii. The board clarified that one head coach and one assistant coach will be supported for non-WAHL games.

**A motion for non-WAHL declared teams and non-parent coaches to be reimbursed for up to two tournaments per season as outlined in the policy.**

Moved: Amber Anderson      Second: Morgan Powers

*Vote carried with a majority vote.*

9. Student Coaches
  - a. The Hansen boys submitted applications to student coach. The board clarified that student coaches must be at least 13 years old to serve as assistant coaches. Tamara will inform Lauryn that Lane does not meet the age requirement.

10. Executive Session - none

**A Motion was made at 8:35 pm to adjourn the meeting.**

Moved: Kara Holland      Second: Morgan Powers

*Vote carried unanimously.*

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**Next meeting - Wednesday, November 12th @ 6pm - Pinedale Library Conference Room**