



Meeting Agenda & Minutes

Date: 12/3/24
Time: 1800 - 2100
Location: Google Meet
Recorded by: Rachael Ours
Attendees: A. Luddy, A. Nemet, B. Catalde, D. Dzurik, G. Duchini, P. Markiewicz, R. Ours, S. Dudkiewicz

Objective

The purpose of the Erie Youth Hockey Association is to instruct the youth of Erie and the surrounding communities in the skills associated with the game of hockey and the ideals of good sportsmanship, fair play, and respect for others.

Agenda

Standing items

1. Approval of minutes
 - a. Discussion: none.
 - b. Motion and second: A. Nemet and P. Markiewicz
 - c. Vote & result
 - Approve: 6
 - Reject: 0
 - Abstain: 0
2. Treasurer's Report
 - a. Discussion: **DD** shared the financial statements (see attachment) for EYHA and explained the various components. **SD** asked what the cost for travel teams should be set at to not take a loss. DD replied \$1,800 with 13-14 kids, but this year EYHA was trying to compete with other organizations and willing to take a loss to retain teams. Can discuss in the future on how to bill teams to minimize losses. **AN** also clarified that prior to tryouts cost was predetermined and no cuts to teams were made. **BC** asked if total equity included teams' individual fundraising money and DD clarified that no - teams fundraising are in liabilities (excluded). DD explained that to his knowledge this organization has never had an audit and can work on an engagement letter with the current firm to



complete. **BC** asked **DD** to forward the engagement letter and let the board discuss and decide on who will complete the audit.

b. Motion and second to accept treasurer's report: A. Nemet and P. Markiewicz

3. Girls Travel - Skills

- a. Discussion: **AN** voiced concern that there have been virtually no skills sessions with the Lady Jr Otters. The 14u team has had 2 hours total so far this season and 12u slightly more than that. **AN** spoke with **MH** over similar concerns because the Otters coaches have been cancelling more frequently. **AN** expressed that this is yet another strain on trying to successfully grow and maintain the girls program within the organization. **AN** is asking for financial support from the board so the girls team can seek out their own skills coaches. Initial ask was for \$4,000 for each team figuring that it may cost more to get someone this late in the season. If not all money is utilized, it will go back to the organization. Other teams previously were allotted about \$3,000. **PM** asked where the \$4k figure came from and **AN** admitted she overestimated based on other team allotment of \$3k but was open to suggestions/negotiation. **AL** recommended instead of approving a lump sum at this time, to just keep forward progress and show the board's commitment to the girls program, approve the initial session at no more than \$125/hr (the Otters coaches fee) and then bring a total amount back to the board for approval.

Related to the girls program and repairing/maintaining relationships, **AN** stressed the continued need to try to improve communication and enhance relationships/restore trust with the girls program. **BC** voiced his support and that it is imperative the girls program knows their importance to the EYHA organization and recommended engaging in conversations with coaches to show commitment and support. Parents are voicing frustration that the girls had Vince last season, and other boys teams have various skills sessions lined up and the girls do not. **All** agreed to set up a meeting to try to open communication to show commitment to the program and discuss projection of the girls program, sometime after the first of the year. **GD** said he can share skills coaches information with other teams/programs and try to see what dates/times are feasible for the coaches. **PM** added they are currently doing 3 sessions per month with house and house select. **PM** advised that we need to be careful with a variety of rates across the organization. **GD** suggested that for next season we make a list of available coaches & prices for teams to pick from.



- b. Motion & second approve first session at a do not exceed rate of \$125/hr to keep skills moving - future sessions and/or season approval pending final cost estimate: A. Luddy and R. Ours
- c. Vote & result
 - Approve: 6
 - Reject: 0
 - Abstain: 0

Old Business

- 1. EYHA Treasurer Position
 - a. Discussion: Prior to this meeting, **SD** had followed up with DD who was still interested in continuing to work with DS as EYHA treasurer, but at the conclusion of the presentation of the financial information shared in the treasurer's report, DD announced his resignation from the organization effective immediately (12/3/24). DD said he would give the box with all pertinent information and data from the QuickBooks account, and login information to SD in the near future, and advised that we would need appropriate documentation to remove him/add alternative representation to the EYHA bank accounts to pay outstanding/upcoming bills. The group discussed drafting a memo to go out to the organization about the resignation and vacancy of the treasurer position to the members to gauge interest and see if anyone is interested in filling the position. **BC** agreed to draft a description of the responsibilities to send out to the entire organization. **MH** was not present due to the ongoing snow emergency in Erie, and present members decided to table any further discussions until he is available. **SD** also asked that a memo be sent out to notify the organization that S. Moffett resigned from her position as secretary. All agreed that communication should be sent to members about change on board representation. **RO** will draft communication.
 - b. Motion and second to accept Dan Dzurik's resignation as Treasurer from EYHA: P. Markiewicz and B. Catalde
 - c. Motion and second to add M. Harrington and S. Dudkiewicz added as financial stewards of EYHA banking accounts and credit cards: PM and RO *ELECTRONIC*
 - d. Vote & result: Approve adding MH and SD to the EYHA bank account/credit cards *ELECTRONIC*
 - Approve: 7
 - Reject: 0



Abstain: 0

New Business

1. CPR/first aid training for coaches (AN)

- a. Discussion: **AN** requested to have CPR/first aid training provided to all coaches. She has a contact who has stated her availability to train the coaches. The financial commitment would be \$75 per person and require 4 hours of online learning and 3 hours of in person learning to complete the certification. Amy Work is the EMT that AN knows who would be available to start training in January 2025. All agreed that this would be a beneficial certification for our coaches.
- b. Motion and second to use Amy Work to complete BLS (CPR/first aid training) for all coaches: A. Nemet and P. Markiewicz
- c. Vote & result: Offer CPR/first aid training to all coaches with A. Work
Approve: 6
Reject: 0
Abstain: 0

2. First aid kits for all teams (AN)

- a. Discussion: **AN** re-addressed concerns about not having first aid kits available for each team to use. As mentioned above, **SD** is to reach out to Amy Work to schedule BLS (CPR/first aid training) and will ask for recommendations on which first aid kit would be most appropriate. Upon receiving her recommendation, **SD** agreed to purchase kits for all teams and have one in each rink (MU, EIA, Flo). Most important items to have are ice packs, ace bandages, adhesive bandages, tweezers with less priority on medications. Logistics about storage at the rinks to be determined. Depending on content (medications, etc.) there may be different requirements and checking for expiration dates, etc. **BC** mentioned that he has a staff member trained in the "Stop the Bleed" program that could offer training to the coaches as well. Many seemed interested in this training as well - will see if Amy is able to do ALL training and potentially investigate the "Stop the Bleed" training additionally.
- b. Motion and second to purchase the first aid kits that A. Work recommends: A. Nemet and G. Duchini
- c. Vote & result: Purchase first aid kits recommended from A. Work
Approve: 6
Reject: 0



Abstain: 0

4. Ice Hockey Systems, Inc for all coaches (AN)

- a. Discussion: **AN** re-engaged board members in discussion about purchasing Ice Hockey Systems, Inc subscription for the coaches of the organization. The association subscriptions have a variety of price points depending on the number of coaches. Ex: 10 coaches is \$400, 15 for \$550, 20 for \$700. Would need to understand better the logistics of the subscription to determine how many users/logins would be necessary. This may be something we invest in for coaches for next season. All coaches agreed that this is a useful tool and would enhance the experience for coaches and skaters.
- b. Motion and second to purchase Ice Hockey Systems, Inc for head coaches of all teams: A. Luddy and P. Markiewicz
- c. Vote & result: Purchase Ice Hockey Systems, Inc for head coaches of all teams

Approve: 6

Reject: 0

Abstain: 0

5. Website (AN)

- a. Discussion: **AN** inquired if Ryan was receiving compensation to assist with ongoing updates to the EYHA website or if he was solely to assist in the “re-branding” that occurred several months ago. **PM** confirmed Ryan will be happy to update the website, just needs content. **PM** suggested that we schedule a meeting with Ryan in January to discuss desired updates. All directors should begin to look at the website, discuss with coaches, and come prepared to the meeting in January with content ideas and requests on what to update. Ryan will also send out some recommendations to all for review prior to the meeting.

6. Access for Sports Engine/communication and Google (RO)

- a. Discussion: **RO** stated she does not have access via SportsEngine to have the ability to send organization-wide email communication. **ED** showed RO how to do it, but organization-level access is needed. **SD** will follow up with DD to get passwords and further guidance on how to facilitate this. **SD** will also get password information for the Google suite and share with **AL** to try to update.

Motion to adjourn the meeting: P Markiewicz, A Luddy



Action Items:

Item	Person Responsible	Due Date	Follow-up/updates/complete?
Discuss treasurer expectations with Dan to assess interest in continuing	Scott	12/3/24	Complete
Add Mike & Scott as signers on EYHA bank account	Mike/Scott	12/21/24	RO wrote letter 12/10;
Schedule audit of EYHA accounts	TBD	TBD	
Investigate financial software for EYHA	TBD	TBD	
Draft memo for treasurer to send organization wide	Bob	12/7/24	Complete 12/4/24
Draft board member changes and send org wide communication	Rachael	12/10/24	Email sent 12/9/24
Contact Amy Work to schedule BLS (CPR/first aid) training for coaches, recommendations for first aid kits for all teams	Scott	12/31/24	
Purchase first aid kits for all team	Scott		
Contact individual coaches for content ideas for website prior to next meeting	ALL	TBD	
Ice Hockey Systems, Inc subscription	ALL	25-26 season?	
Skills coach list repository	TBD	25-26 season	

Next Meeting: TBD