

Freeze BOD Meeting  
January 8, 2024, 6:30pm  
Virtual

- I. Agenda review, attendees, approve minutes, Long Term AI's review (on track/off track), Prior Week's Action Items Review (done/not done)
- II. Updates
  - a. President Update
  - b. Budget/Finance Update
  - c. Scheduling
  - d. Executive Manager
  - e. Registrar
  - f. Hockey Director Update
    - i. Girls Director Update
    - ii. Mites Director Update
  - g. CBHL/AHF
  - h. Discipline
  - i. Equipment/Spirit wear
  - j. Website/Communications Team
  - k. Events/Fundraising
  - l. Community Service/Charity
  - m. Crisis Committee
  - n. Oversight Committee
- III. IDS (Issue, Discuss, Solve) Session
- IV. TODOS/Action Items Review
- V. Closed Session – Yes (Compher and Hostler)
- VI. Next Meeting – February 5, 2024
- VII. Adjourn.

MEETING NOTES/UPDATES:

PRESIDENT UPDATE:

- Parent's meetings next week

FINANCE/BUDGET UPDATE:

- 2Q financials and bank recs have been approved.
- PNC Money Market rate increased to 2.5%.
- I have the list of bookkeeping recommendations from Ashley and one from Tim Summers. I am currently working on scoping out all my duties. Before I prepare an RFP for these firms, I need to make sure that we have a plan of who will perform which duties. There are some things I do that probably should move to someone else internally (i.e. coding and approving Ice and reconciling equipment spreadsheet to invoiced amounts, etc). I will have this within the next week and a suggested RFP that we outline what we are trying to outsource.
- 3Q financials not completed (as of Dec) yet, should be completed by mid- week. Still expect sizable surplus.
- Finance committee will meet after financials are out to come up with recommended amounts to keep in checking/ move to money market.

SCHEDULING: N/A

EXECUTIVE MANAGER: 1/8/2024:

- Would like to get a final # on the End of Season amount allotted for team parties
- Would like to be updated on schedules for Polar bears (practice times and tournament dates for BOD calendar) as well as Season Tryout dates.
- Getting some decals out to TM mgrs
- Most if not all Freeze teams individually pulled together as an organization to support a Freeze family.

ELECTION COMMITTEE:

**Elections Timeline:**

<b>Jan 4-19</b>	Accepting Candidate Submissions
<b>Jan 20-30</b>	Vetting Applicants
<b>Jan 31</b>	Notifying Applicants and current BOD of applicants on/off ballot (May need to have an emergency BOD meeting, should someone appeal being disapproved for official ballot)
<b>4 Feb</b>	Deadline to turn in any appeals of denied applicants
<b>5 Feb</b>	BOD vote on any appeals of denied applicant(s) during BOD meeting closed session
<b>12-26 Feb</b>	Elections (email blast goes out on 12 Feb) need 14 days
<b>4 March</b>	Notify BOD of election results & notify membership following day

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REGISTRAR:

- Need a replacement identified and start training.

HOCKEY DIRECTOR - CBHL/AHF:

- Holiday clinic a success, garnered some potential recruit interest
- 2024-25 regular season tryout dates set - over to Comms for website and socials, registration to open
- Polar Bear Spring team tryout dates set and tournaments selected - need to secure practice ice, over to Comms for website and socials, registration to open. Will go to Cleveland in April and the local Cherry Blossom tourney in May. Our Mites will go to STJ in May.
- Girls Spring teams converting to Jr. Blazers to align with Hood College Women's NCAA D3 program (Jo working on logo)
- Free Mite Clinic dates set - over to Comms for website and socials, registration to open
- Pre-tryout recruiting clinic dates set - through Phantom as a platform to get players back in the door ahead of Freeze tryouts
- Mid-season coach reviews taking place next week (a mix of season performance, peer review evals, and 2024-25 season forecasting). Coaches have also held all mid-season player reviews by this point.
- Caps Youth Hockey Day and Noah Kenney representing the Freeze with Ethan Bear.
- Captains Academy is going well. We have completed three sessions and have two left. Attendance was very high for sessions 1 and 2. Session 3 dipped a bit due to illnesses/school concert conflicts. Session three focused on motivation as leaders and team issue problem solving. Coach T was a guest instructor who provided insight about motivation and other topics that he received from the Caps Sports Psychology Clinic he attended earlier in the year. Coach T was well received by the captains.
- Our January session will focus on determining which type of leader you are as we will complete and analyze a leadership survey. Captains will also have more time to work together to brainstorm solutions to team or individual issues.

- We have received some excellent feedback from parents about the Academy. Kids are engaged and enjoying.
- We would like to request \$600 for the final session to purchase food and drinks for all attendees AND also to purchase a personalized hockey accessory/tape bag for each participant.
- We are still trying to sync up with a rep from the Caps to be our end year guest speaker in February. We are also planning to have a pizza party/celebration for our last meeting as a thank you to our captains for their time, effort, and energy.
- Coaches Peer Visits and reflections - We have completed two rounds so far (November and December). December was tricky due to timing with the holidays and coach illnesses. A few coaches made up their December visit last week. We have one more round of visits which will happen in early February. Pat and Mike will use feedback from the visits during coach conferences/chats to help build coach capacity. During the chats we will also ask coaches about their seasons and gauge their interests in returning to coach in the spring and fall. Pat is currently crafting the schedule.

For discussion:

- Referral bonus to assist in recruiting (for example: \$100 off season fees per referred player that accepts contract)

DISCIPLINE:

- Three match penalties in the last month. One downgraded but other two waiting for hearings

EQUIPMENT/SPIRITWEAR: NA

WEBSITE/COMMS TEAM: NA

EVENTS/FUNDRAISING: NA

COMMUNITY SERVICE/CHARITY:

- Completed the SHIP Hygiene drive, quite successful. Will start thinking about next year.

CRISIS COMMITTEE:

- Utilizing the documents previously discussed (I am unable to link/download them for some reason but will have them ready at the meeting), we should decide if we want to incorporate the delegated tasks to the appropriate positions/chairs, or if we want someone to volunteer for those. My recommendation is based on the positions due to some of it essentially being something that should come from certain positions, e.g. loss of a player should probably come from the president or the hockey director.

OVERSIGHT COMMITTEE:

- All Teams should be closing out mid-year reviews. Pat will confirm and provide update.
- Preparation for 2024/2025 season should start with age group estimates to determine number of teams.
- Draft of coach options developed.
- Looks like USA Hockey will implement neck guard requirement for next year, Tommy has a quote from a company for us to purchase in bulk, can discuss in a later meeting if we want to provide to players from fundraising dollars.

ADDITIONAL MEETING NOTES:

VOTES:

- \$600 for all attendees - tape bag and food/drink
- Registration fees: \$125 for 10U, \$25 for 8U for early registration- \$150 for last minute registrations

IDS (Issue, Discuss, Solve) Session:

- Registration for tryouts will be coming out quickly
- End of season banquet (committee with new BOD?)

- Elections Update
- Pictures (BOD and Coaches pics)
- Treasurer replacement committee
- Pick a Puck funds
- Registration for Tryouts Amount

#### TODOS FROM MEETING:

- Create a banquet committee after elections- BOD
- Take pic of last session of Captains Academy- Mike and Heather
- Create Treasurer replacement committee w/background checks- BOD
- Create a write up of the different parts of the job of treasurer- Angie
- Determine when registration fees will bump from \$125 to \$150- Greg et al
- BOD members come with suggestions on how to use the surplus by January 31st- BOD members
- Book ice for R2C and Girls summer camps
- Book ice for preseason training camp (HD lead off-ice systems integration paired with on-ice execution - ensures alignment throughout the org)