

Frederick Freeze Board of Directors
Meeting Minutes
June 2, 2025

Directors Present: Greg Dale, Justin Holler, Ashley Waters, Brad Goehe, Kristin O'Neil, Mark Macera, Toby Heusser

Other Staff Present: Pat St Clair, Alison Robertson, Adam Levine

- I. **Call to Order**
 - A. Meeting called to order at 7:30PM
- II. **Approval of Agenda and Minutes** ([May 2025 Minutes](#))
 - A. Meetings were approved; Motioned by Kristin, Seconded by Mark. Vote passes 6-0-1.
- III. **Check-In: Action Item Review from Last Month**
 - A. To Be Completed
 1. **ACTION:** Need a Crisis Committee Chair; any volunteers? >> Move to July agenda.
 2. **ACTION:** Adam to take lead on In the Streets Planning; Comms Team to help with signage and graphics (Saturday, September 13, 2025)
 - a) **ACTION:** Ashley/Tim to call and pay for the registration fee
 - b) **ACTION:** Josiah to help with the poster for Freeze out; Kristin to provide additional detail
 3. **ACTION:** Greg to send No Photo list to Comms team
 4. **ACTION:** Pat to invite Ashley/Josiah to Coaches Pre-Season meeting >> JULY
 5. **ACTION:** Pat to review which coaches do not have the Bronze Goalie Certification >> JULY
 - a) Subaction: Pat to email new coaches about this requirement
 6. **ACTION:** Greg/Tommy/Pat to plan shed movement around OFBG practice for assistance
 7. **ACTION:** Greg to create an IC for Ian Soifer coaching 16UAA teams
 - B. Completed
 1. **ACTION:** Ashley to arrange Finance Committee meeting.

2. **ACTION:** Greg to get the remaining helmet decals from Kris
3. **ACTION:** Greg to send Coaches and TM names to Allison
4. **ACTION:** Hockey Ops to have the post mortem shared with the board once complete

IV. **Hockey Operations Updates**

A. Hockey Director

1. Information Sharing

a) AHF Updates:

- (1) Scheduling Matrix coming out June 2 - due back to league with Home Game schedule by June 23 (\$500 fine/week thereafter) (coordinated with Mark)
- (2) Potential division crossover to minimize travel while providing quality matchups (ex: 14U Lemieux playing a 14U McDavid team)
- (3) AHF Player/Coach registrations due by July 28th (coordinated with Allison)
- (4) Showcase attendance schedule (coordinated with coaches with Mark included so I could update declaration form)

b) CBHL Updates:

- (1) Earlier declaration timeline - moving from July 15 to June 30 to allow for an earlier scheduling process. Schedule due to league by August 10 (coordinated with Mark)
- (2) Bumping 14U AA games from 15 to 16-minute periods to mirror playoffs and Nationals (coordinated with Allison to ensure TMs are aware of period lengths by age group/dec level)

c) Greg, Justin, Pat, and Adam conducted the tryout post-mortem meeting on Th 5/22 - identified future scheduling, evaluator and on-ice support, and membership communication efficiencies

d) Spring Polar Bears coming to a close this weekend

e) Laura Stamm and additional offseason activities were announced to the membership and registrations are continuing to build. Will send timely follow ups as we near each event

- f) Greg, Pat, and Adam scheduled to meet with Mike Petro - off-ice training coordinator, and HUDL to identify player development opportunities with associated costs
 - g) Reached out to Hagerstown for additional ice slots to support full-ice practices for our teams on a rotating basis
 - h) Jason Wolfe secured for Player Development Pathway talk on Freeze Out date
 - (1) Conversation continued about when to have this conversation and a home opener weekend
 - (2) **ACTION:** Pat to figure out date (Friday preferred); Ashley to help with location/venue.
 - i) **TO DO:** Pat and Adam to convene on 1) age-specific offseason video education disbursed to teams through coaches, 2) developing an offseason training schedule for players, 3) establish a coaching excellence group to gain insight on building the “perfect coach” with input and shared ideas from a roundtable of past and current coaches, 4) building out the Freeze coaching handbook, 5) setting up guest speaker opportunities to further develop our coaching roster, 6) schedule pre-season coaches meeting
2. Needs to be Discussed
- a) TCS Cost Coverage (\$1,200 - 12 x \$100/per)
 - (1) **VOTE:** Motion to approve for all head coaches by Mark, seconded Brad. Motion carries 7-0-0.
- B. Associate Hockey Director

V. Position Updates

A. President

- 1. 19U Girls Hockey Fees
 - a) Team would like to practice twice a week; \$2900 to match the 18U pricing/no AHF
 - b) **VOTE:** Motion to charge \$2900 for 19U girls by Justin, Seconded by Kristin. Motion carries 7-0-0.
- 2. Player gifts before season
 - a) Pre-Season tshirt again this year; link to be set up in Square
 - b) **ACTION:** Mark to lead this effort again this year; send tshirt details to Ashley for Square set up.
- 3. Post Mortem

- a) Hockey Operations debriefed on tryouts and shared some feedback on logistics, communications, and pre-planning. Notes to be captured for reference next year.

B. Vice President

C. Budget/Finance

1. [2025 Q1 Financial Review](#)

- a) **VOTE:** Motioned by Kristin, Seconded by Justin. Motion carries 7-0-0.

D. Secretary

1. Election Process Update

- a) **ACTION:** Ashley to add updated bylaws to website

2. Officers and Committees

- a) **ACTION:** Ashley to send out form for officer interest and committee interest so we can finalize in July meeting.

E. Scheduling

1. Ice slots for Fall are done and Pat/Greg are working with Mark to set up practice slots

- a) **ACTION:** Pat/Adam to work with Mark to work with coaches to get black out dates back to scheduler and coach certs.

F. Executive Manager

1. Information Sharing

- a) Communication sent to TMs (USAH #, AHF Registration, Decal request form)
- b) Documents updated: Tournament spreadsheet, Freeze staff list, TM guide.

G. Registrar

1. **ACTION:** Pat/Greg/Allison/Jonathan to discuss transition of duties in prep for the year.

H. Discipline

I. Equipment/Spirit wear

1. Greg is working on a new spirit store online for new Freeze gear. More to come!

2. **ACTION:** Greg to talk to Eddie about hosting gear in the pro shop.

J. Marketing/Communications Team

1. **ACTION:** Comms to have a written process on tournament, showcase, and other highlights submissions

K. Fundraising

1. Keys Game 7/11: [Ticket Link](#); poster going up in rink

L. Community Service/Charity

1. Food Drive at FreezeOut and Coat Drive in Nov/December planned. More to come on these efforts.

M. Crisis Committee

N. Hockey Oversight Committee

III. **IDS (Issue, Discuss, Solve) Session**

A. Pictures

- a. **ACTION:** Looking for a lead to arrange pictures by end of October. Further conversations in July meeting.

IV. **Action Item Review**

- A. **ACTION:** Looking for a lead to arrange pictures by end of October. Further conversations in July meeting.
- B. **ACTION:** Comms Team to develop a written process for tournament, showcase, and other highlights submissions
- C. **ACTION:** Greg to talk to Eddie about hosting gear in the Skate Frederick pro shop.
- D. **ACTION:** Pat/Greg/Allison/Jonathan to discuss transition of duties in prep for the year.
- E. **ACTION:** Pat/Adam to work with Mark B. to work with coaches to get black out dates back to the scheduler and coach certs.
- F. **ACTION:** Ashley to send out a form for officer interest and committee interest so we can finalize in July meeting.
- G. **ACTION:** Ashley to add updated bylaws to website.
- H. **ACTION:** Mark M. to lead the pre-season tshirt effort again this year; send tshirt details to Ashley for Square set up.
- I. **ACTION:** Pat to figure out date (Friday preferred) for Player Development event; Ashley to help with location/venue.
- J. **ACTION:** Ashley/Tim to call and pay for the In the Streets registration fee
- K. **ACTION:** Josiah to help with the poster for Freeze out; Kristin to provide additional detail

V. **Closed Session**

- A. Closed session was held from 8:42 PM to 8:50PM.

VII. **Adjourn**

- A. Meeting was adjourned at 8:52PM.