

Freeze BOD Meeting  
March 4, 2024, 7:30pm  
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
- VI. Next Meeting – April 1, 2024
- VII. Adjourn.

MEETING NOTES/UPDATES:

PRESIDENT UPDATE:

- Website refresh
- Registration numbers to date

FINANCE/BUDGET UPDATE:

- See Summary report as of 2/29/24 with projected net income and Cash. Projected Net Income of \$81K versus budget \$17K - see bridge analysis below how we get from budget to actuals. Cash is \$288K as of 2/29/24 which is \$104K more than beginning of season. (note this includes all cash -- petty, checking and savings). Some of the cash is due to tryout fees for 24/25 season not included in the Net Income for this season.
- Bank Recs and Bank Statements for Jan and Feb 2024 are saved on the Share drive under Budget and Finance.
- Budget 24/25 Draft is being updated using baseline of 23/24 actual results. Will have updated draft to committee by mid week.
- Regarding budget and fees for 24/25, initial high level analysis indicates 6% increase in ice which would be a \$15K increase over prior season. We have been consistently over-budgeting game ice for a few years. Given this and fundraising, we likely can model a scenario where fee increases are not necessary to end up with positive funds. (all else remaining relatively stable)

- Treasury Replacement committee - I have outlined a plan and also a detailed RFP (by category) which summarizes the current work performed by "Treasury". I am working on some process improvements to streamline the work. Also need to determine the proposed work that is to be outsourced or handled by others internally. (lets discuss please)
- One only outstanding Fee for the season. \*redacted
- Team Accounts - Most teams paid, still collecting. \*redacted
- I have accrued to the income statement for all of the Party amounts that are being provided to the teams that are using them. I am issuing checks as requested and confirmed by Team Managers. (if team balances are 0)

#### SCHEDULING:

- Discussions for the 2024-25 season have started and we expect to implement a revised process for slot selection for games next season. The Spring and Summer ice has been booked and the team considers the 2023-24 to be a success from a scheduling POV. Thanks to all who guided and worked with us all season!

#### EXECUTIVE MANAGER:

- Sent email to TMs for Binder/Medkit return.
- Reminded TMs about Patches.
- Had to Lend out Freeze iPad out for Playoffs. Had one case for playoffs since CBHL required home teams to bring iPad.
- Will be setting up a TM Page next season new Crossbar feature (based on TM access).
- Added events to Crossbar (tryouts, clinics) Also embedded a Google calendar on the Events tab on Crossbar website (not on app) containing this for easier viewability.

#### ELECTIONS COMMITTEE:

- 2024 Elections completed, our newly elected members: Toby Heusser, Josiah Storer, Kristin O'Neil, Tommy George, Angie Hullton, Mark Macera, Heather Cohen, and Ashley Waters

#### REGISTRAR:

- Need a replacement identified and start training...will look for replacement within the 2024-25 membership.

#### HOCKEY DIRECTOR - CBHL/AHF:

- End of season successes: 14U B CBHL Champions, 14U LA AHF National Division Champions, Girls 14U Gold PVAHA Runner-Up, 9 of 11 playoff eligible teams made playoffs in either AHF, CBHL, or both (82%).
- Free Mite Clinic starts this week, 30 registrants representing players from Freeze, Victory, Howard, and Hagerstown
- Polar Bears / Jr. Blazers tryouts this week, looking at 10 total Spring teams
- Recruiting window open for 12U & Younger, Phantom Pre-Tryout Clinic taking place next week to garner last minute attention from outside members leading into tryout week.
- Coaching candidates identified, will go out on website and social in the upcoming days. 12U & Younger tryouts taking place in two weeks, mad dash to increase the registration numbers through outbound targeting.
- 3v3 and R2C dates are confirmed, need to provide writeup and information to open registration and get it out to the membership / socials
- Captains Academy wrapped up a few weeks ago with guest speaker Sharon Jacko and a pizza party. Lots of attendance engagement from u14 and younger. Spotty attendance from u16 and

u18, with a few exceptions. Will send a feedback form out to families soon. Will plan to continue the program and start back up in October with summer planning.

PREVIOUS MONTH'S TO DO'S:

- Setup LiveBarn accounts for coaches (closer to 2024-25 season)

DISCIPLINE: NA

EQUIPMENT/SPIRITWEAR: NA

WEBSITE/COMMS TEAM: NA

EVENTS/FUNDRAISING: NA

COMMUNITY SERVICE/CHARITY: NA

CRISIS COMMITTEE: NA

OVERSIGHT COMMITTEE:

- We need to close out year-end hockey director evaluation within the next 3 weeks. Feel free to send us anything you would like us to review.
- We need to document addendum to ICA and include job description for both Pat and Mike

ADDITIONAL MEETING NOTES:

IDS (Issue, Discuss, Solve) Session

- End of season banquet (committee with new BOD?)
- Surplus Usage
- End of season evals for teams/org
- Member Survey

TODOS FROM MEETING:

VOTES:

- All for keeping the registration fees the same for the entire registration window. Unanimous vote for.

Responsible  
person

Action item

BOD	Send anything you'd like to share with the hockey ops team about the directors
New BOD	Create an End of Season Committee soon
Full BOD	Surplus ideas- start conversation through email- shared Google Doc
Kris	Send survey from last year to directors

