

## PYHA Board Meeting Agenda

Meeting Date: Monday, July 8th, 2024

6:00PM - Oakstone

### Board Members Present:

David Gauder President 2023-2026	Andy Roe Vice President 2024-2027	Liz Payne Treasurer 2024-2027	<b>Lindsay Schleis - Traveling called in late</b> Secretary 2023-2026
Chad Normington 2023-2026	Greg Fawver 2024-2027	Aaron Palmer 2024-2027	Blythe Robbins 2023-2026
Natasha Lippitt 2024-2025	Tara Groth 2024-2025	Mike Taylor 2022-2025	<b>Zach Goepfinger 2022-2025</b>

### Ground Rules:

- Your time is valuable. We will follow the agenda and stay on time.
- PYHA Code of Conduct is to be followed.
- Types of topics
  - Decision & Voting
  - Discussion
  - Quick Hits
  - Looking ahead

6:00 pm - Call to order 6:03 pm

Non-board attendees: Jackie, Emily, Micah, Karl,

- Approve minutes from June - Conditional on clarification under girls updates "(Can't give all the agreed ice and send dragons to the dells every time)." clarity that we are not going to send Dragons to the dells all the time
  - Aaron motion to approve
  - Tara second
  - All in favor
  - Motion passes, minutes approved with language cleanup
- Fundraising/Apparel/Raffle
  - Three new leads who will take on the roll and share it among the three
  - Emily Farwell and Jackie are present
  - Emily will be handling apparel. She would like to tighten things up and provide more clarity on the process.
    - Working with Tara (Board) and Brent Ruhlan (Name of the Game) and Carrie (Trending Now Promotions) to decide which vendor to go with. Deciding if they want the Dragons and Patriots to go through one store.
      - Dan suggested some base level hoodies and shirts to request quotes from both to help them decide.

- April has provided numbers to Emily from last year's sales.
- Discussion about the logo and can we change it up a little. Can we have multiple logos to use. Mention of a 40th anniversary logo which is already in the works.
- Fundraising committee has the authority to vet the companies, get quotes, and make a recommendation to the store about which one they would like to go with.
- Warm-ups will stay with Mary at Suters
- Question asked if we can order t-shirts or hats to keep in concessions. Past years it has not worked out and end up sitting, getting outdated, and going to waste.
- Badger Tailgate and Taste of Madison
  - Badger Tailgate is no longer done
  - Liz handles Taste of Madison due to when it is required to sign up by
    - Taste is a volunteer event, not a fundraising event
- Play-it Again Sports would like to do a “clean up your garage” event. Would be held at the rink, members can bring their old gear (not just hockey) and donate it. Andy would buy it but the check would be written to the Patriots.
  - What is the turnaround time for that to be paid back
  - Concerns about hockey gear going to a business instead of directly to families, recommendation of doing an in-house garage sale type event as well as working with Play-it Again
- Board ask is that these new managers document what they are doing so that it can be handed down to future managers.

#### 6:05 pm - Old Business: Action Items from Previous Meeting & Discussion Points

- Golf Outing
  - Dibs needs to be updated. Chad will send to Liz
  - Currently have 10 teams, usually fills up the last couple of weeks
  - Sponsorships are going well
  - Four baskets made for raffle
  - Need another reminder email
- WAHA Annual Meeting Attendance Plan
  - David and Tara will be in attendance
  - We have 13 votes to cast
  - Region 4 will have three spots open with seven candidates
    - There will be three separate votes, first for three year term, then two year term, and finally one year term
  - Send out communication about showing up to vote. The board can send them as reps to cast a ballot on the organization's behalf.
    - Request is that someone with an understanding of the WAHA meeting write up the communications. Comms will send it out in the Newsletter and provide updates up until the meeting.
- 40th Anniversary Update
- Registration – Pulse on current numbers and registration deadline
- Committee's still in need of Volunteers - Recruitment
  - Still looking for someone
- Email/Shared Drive Status/Ownership
  - Recommendation from Zach – Google Suite
  - It needs to be set up with a patriotshockey.org email address. Recommendation is to use [communications@patriotshockey.org](mailto:communications@patriotshockey.org).
    - Blythe will take point on moving over to google

- Read through documentation
    - Setup a plan
    - Send out the plan so that there is an understanding of how the transition will work and if there will be a disruption
  - Comms in Emails - Liz requests that all emails have PYHA in the subject
    - Can some emails hold until the board meeting?
    - How to streamline email communication so that there are not so many threads. Communication is getting lost in too much noise.
- Grants:
  - Mite Equipment Grant submitted
    - Application is submitted for equipment grant
    - Brianna Decker grant was not accepted
    - Grassroots Grant is upcoming
      - Goalie, Dryland, Cross ice nets, Helmets and Neckguards, Gamesheets iPads
      - Request for iPad donation in newsletter - need to know if we need to requests ipads for gamesheets
      - Apply Goalies as primary, iPads as backup
  - Grants – Need a list of Grants for records
- Electronic Scoresheet

#### 6:45 pm - Girls Hockey Update

- Waunakee Partnership Update
  - Follow-up meeting with Waunakee
    - Fine with participating in the Patriots Raffle
    - Sticking point is Dibs. Waunakee will require that Dragons be liable for 700 volunteer hours to Waunakee regardless of a player's home rink.
    - What were the Waunakee expectations for participation
      - Last year we had 5 female skaters registered - 1 full time U10 and four cross-rosters
      - Currently have 2 female skaters registered as Dragons
    - Megan has a meeting with the outgoing Waunakee President and will report back
      - Based on how it comes back, Waunakee skaters can apply to be Dragons and if we have space they will be accepted. They would be a part of the organization and volunteer/concessions hours would fall under the Patriots org.
      - We can reopen negotiations next season
      - We have Sun Prairies backing to proceed as last year and reopen negotiations next year
  - Some 2016 families asked if there would be room to play-up. Right now, only if there is a need and that will be determined after registration closes.
    - OIC will have a conversation and make a recommendation, however, we traditionally do not play up U8s to Squirts/U10.
    - OIC will discuss and come up with a written process for future reference
  - Region 4 Showdown has 100 girls signed up. They need a few more U14s in order to have 3 teams.
- FAQ Document
  - Will be finalized and sent to the board for email approval and distribution ASAP
- Next advisory committee is 7/28
- Region 4 girls hockey council is looking at high school

### 7:15 pm - EMIC Update

- Have a term sheet with the city that is with the attorneys
  - They have a couple things that they would like to see changed in the language
  - Once it is signed, they will start talking with MII. What is the transition plan, who controls the ice, when?
  - They're hopeful for more updates sometime next week
- Target for ownership change date may be backdated to 7/1
  - No changes or updated until signed contract, likely August or September

### 7:30 pm - Treasurer's Report

- Raffle Ticket Date
- Registrations are coming in, focus is on registration
  - 147 registered as of today
    - L1 - 6, U6 - 17, U8 - 18, Sq - 23, PW - 25, B - 14, DU10 - 10, DU12 - 8, DU14 - 22
- Grants
- Closing out volunteer hours from last season
  - Will send out bills for Concessions/Volunteer hours not fulfilled

### 7:45 pm - OIC Update /Camp Ice & Tryouts

- Schedule for Sessions & Parent Meetings
  - Will attempt to avoid weekends for tryouts
    - Will clearly communicate when team announcements will go out
    - Explain the process: Tryouts, OIC Meets, Board Meets, Team rosters posted
  - We know September 9 for start of Camp Ice
  - Parents meetings - would like to get planned soon so communication can go out
    - Offer one virtual and one in-person
  - Dan will finalize tryout dates within the next week
  - A-Team tryout is not used towards placements will be called out in communications
  - Camp Ice and Tryout tentative dates to consider is how much time between the start of Camp Ice and first games. Currently looking at five weeks which could be too long. OIC will discuss dates further and bring them to the board.
- Document updates
  - Tryout and Placement document is still being refined
    - Due to the board by 8/2 for review
    - Ratify on 8/12
- Bantam Document
  - Pros/Cons HS Tryouts and things to think about for choosing a team (HS vs Patriots)
- Summer program has been kicked off, focus on low-key but find ways to increase participation
- Working on web resources
  - Potential to put behind a login
- Work with coaches on skills practices and practice plans - communication and development
  - Action items - finalize outline, identify key items, create timeline, create sample practice plans

- First Aid Kits and Safety Training - OIC is creating a map of the arena with locations of AED and First Aid Kits
  - To be posted at the rink, TBD locations
  - Include tourniquet with the kits
  - Gameday card to include info including concussion reporting and handling
- Skillshark - discussion on ways to improve. Coaches felt it was time consuming so OIC is working on ways to streamline.
  - Skills rated based on ages and team
  - Action items - review the criteria, involve parents more with communication, provide definitions to coaches
- OIC discussed coaches manual, ice utilization

8:10 pm - Ice Schedule Update

- McFarland Ice
  - Waiting for McFarland to review the amendments to the agreement
- HIA Ice
  - MII wants to put in a vending machine for hockey essentials

8:20 pm - Other Committee and Coordinator updates as needed (See last page)

- Dragons Jerseys -
  - Last season's jerseys can be checked out and returned at the end of the season
    - Players will be restricted by numbers available and may not get a requested number
    - They will unlikely fit Bantam age females
      - We as a board will be prepared to order larger jerseys as necessary

8:30 pm - New Business – Looking ahead

- Closed Session – Scholarship
- Motion to go in Andy, 2nd Chad
- Motion to come out Blythe, 2nd Aaron

9:36 pm - Liz motion to close, 2nd Aaron

30 Days:

\*Action for Board Members: Safe Sport and USA Hockey Certified - Complete and send to registrar@patriotshockey.org

Registration Closes

Golf Outing (Aug 3)

WAHA Annual Meeting (Aug 3)

Region 4 Showdown (Aug 9)

Travel Jersey Store Opens (ASAP)

Evaluation Schedules Set

60 Days:

Level 1 & 2, Mite + Rec Start Dates / Schedule

Travel Jersey Store Closes (Aug 18)  
Parent Meetings prior Tryouts (one in person and one virtual)  
WAHA Grass Roots Grant Application  
Dibs for 24/25 Season Available – Mid / End July  
Apparel Store Opens  
Level 1 & 2 Jersey Orders Placed  
Season Fundraising Opportunities Set  
Tournaments secured

90 Days:

Raffle Tickets Available  
Town Hall 2-3 weeks into the season  
Practice Schedules Set  
Open Skate Schedules Posted  
Picture dates locked in  
Mid Season Survey

8:55 pm - Summary of Action Items, Deadlines and Responsible Parties

9:00 pm - Adjourn

- **Committee Updates**

- **Vice President, Andy:**
  - Ice Schedule
  - Rink/MII
- **Dibs Scheduler, Dana**
- **Dibs Reconciler, Renee**
- **Treasurer, Liz:**
  - Finance
  - Concessions
  - Registrar
  - Finance Committee
- **DOH, Dan:**
  - OIC Update
  - Rec Team
- **Registrar, Megan**
- **ALD, Greg**
- **R&R Coordinator – TBD – Needs to be messaged**
- **Jersey Coordinator, Natasha / Lindsay**
- **Equipment Coordinator, Joe Z.**

- **Apparel, Emily Farwell**
- **Website Coordinator – TBD – Need**
- **Social Media Coordinator – TBD – Need**
- **MS Office/Outlook Coordinator – TBD – Need**
- **Event / Fundraising Coordinator, Chad, Tara, Andy**