



Flagstaff Youth Hockey Association
BOARD OF DIRECTOR'S MONTHLY MEETING MINUTES
October 19, 2022

Call to Order: Called to order at 6:02pm

BOD Role Call:

- | | | |
|---|---|--|
| <input checked="" type="checkbox"/> Paul Barton | <input checked="" type="checkbox"/> Travis Johanson | |
| <input checked="" type="checkbox"/> Brad Mihalik | <input checked="" type="checkbox"/> Stephanie Babbitt | |
| <input checked="" type="checkbox"/> Travis Joralmon | <input checked="" type="checkbox"/> Greg McLaughlin | <input checked="" type="checkbox"/> Gina Nabours |

Coaches:

- | | | |
|-------------------------------------|-------------------------------------|--|
| <input type="checkbox"/> 6U - | <input type="checkbox"/> 10UA - | |
| <input type="checkbox"/> 8U - | <input type="checkbox"/> 10UH - | <input checked="" type="checkbox"/> 12U – T Johanson |
| <input type="checkbox"/> 8U Select- | <input type="checkbox"/> 10/12/14 - | <input checked="" type="checkbox"/> 14U – Mel Palmer |

Managers:

- | | | |
|------------------------------|--|---|
| <input type="checkbox"/> 8U- | <input type="checkbox"/> 10U- | <input checked="" type="checkbox"/> 14U-Sara Zerger |
| <input type="checkbox"/> 10U | <input checked="" type="checkbox"/> 12U- MJ/JJ | |

Members: Charlie Knott, Mel Palmer, Finisha Shiew, Kris Walsh, Sara Zerger

Approval of Minutes: Motion by Gina, Second by Travis Johanson.

Meeting began with a presentation from our official healthcare partner, Matt Kraemer of Northern Arizona Healthcare’s Orthopedic and Spine Institute. Discussed concussion testing/protocol, referral to OSI from FYHA, dryland training progress and deliverables. Agreed to send out messaging to FYHA about our partnership. Discussed invoicing for water bottles and providing healthcare education to coaches. We have logo placement on social media, emails blasts, dryland gear, rink side advertising (Travis Joralmon will create banner), and announcement of partnership at home games.

Reports:

1. President’s Report- Travis Joralmon: All Travel & Club Programs are up and running. It is great to see all of the kids working hard at dryland and on the ice.
2. AAHA Hockey Director- Travis Joralmon: I was able to get enough hockey directors interested in creating an 8U State Championship in Flagstaff on 3-4 & 3-5. I will be working with Kris Walsh and Kenny Corupe to develop a tournament format. I had pushed to host a State Playoff division in Flagstaff this year. The tournament committee indicated that we could host the 12U Blue division or the 14U Mesquite division. After the board discussion, I advised Tim Reckell that we would like

to host both division as they are on separate weekends. I also told him if that was not an option, we would be flexible and let the tournament committee decide based on what works best for them. We discussed a policy revision for the Kachinas that addresses play-up requests. More info available upon request.

3. ADM Coordinator: Kris Walsh: Try Hockey for Free can be scheduled for early December during Sunday stick time.
4. Coaching Coordinator- Travis Johanson: 6/8u club has tons of help. Andrew Gramh has mostly taken over club ice and runs the practices and games. This looks good for the future. We have a few coaches in the middle of completing cep classes, still have a few that need to take the class. Season's in full swing
5. Equipment Manager- Greg McLaughlin: Club jerseys and socks have arrived. Coyotes once again sponsored jerseys, we pay for socks and I will be passing them out this Saturday. Hats have arrived for fund raiser swag (20). Paul will handle passing out to those who sold 20+ cards. Water bottles should arrive this week or next week. Custom Northstars gloves arrived. Have 10 sets of 10", 11", 12", 13" and 14"



Charlie is building a sports engine billing for those who want they can go on pay and I will get a list to then pass them out. Charlie should have this done by mid next week to launch is our hope.

All jerseys except for one 14U player have FLG HOCKEY patches completed.

Team Swag site through monkey sports is open. Get your orders in!!

Working with Tag Sports for another swag site. Will remain open year-round and looking at a variety of items from water bottles, stickers, different apparel items, tumbler mugs, etc.

Hope to have it live by next month.

Things still to do:

Bill out for 2nd years who got jerseys and parent jerseys

Finalize a list of those who have rental gear out and deposits

Count of what dryland gear and warmups we have on hand

Compute cost of apparel for this past year for looking forward for budget next year

Get with Charlie and Gina to see how they want numbers broke down for budget purposes

6. Fundraising Coordinator-Paul Barton: Discount cards are over \$14,000 in profits. Each team made their amount to get the \$500. Club kids have the cards and start collecting next week. Beginning planning on silent auction and finding a good two weekends to lay that out
7. Ice Scheduler-Brad Mihalik: Unused FYHA game ice slots have been forfeited back to the city through the end of the year. January slots will be given up on November 1st. This practice allows us to avoid cancellation fees from the city. The slots forfeited may still be available for managers to schedule games, we will just need to inquire with the city to see if the slots are still available. Any changes to home game times need to be communicated to the ice scheduler as soon as they are known as referees need to be arranged. No ice/hockey (club or travel) on the following dates:

October 31st (Halloween), Nov. 24th – Nov. 27th (Thanksgiving Holiday) Dec. 19th – Jan. 1st (Holiday Break), January 16th (MLK Day), February 20th (President's Day). Stick Time (open to all FYHA members) is every Sunday 9:45-10:45am through the end of February except on the following Sundays: October 30th, November 27th, December 25th, January 1st. Working on when the end of winter club season will be. Chris Whitney is working on a game schedule that will determine which date in March club will end.

8. Registrar-Charlie Knotts: Everyone is rostered, managers are attempting to add volunteers. Contacted by the state registrar due to problems with birth certificate registration, which isn't in place for many players.
9. Treasurer-Gina Nabours: Invoices: All invoices have been paid up to 10/14.
Budgets: Charlie and I have been working to get our ducks in a row. We've established COA categories and are now working on specific budgets. We want to make sure each person in charge of spending money has their appropriate budget. This is different than how we track association spending when we create the overall association budget and determine registration fees (for example, Greg doesn't have a tab in the google sheet budget, but he's in charge of approving spending money). I will be sending out budgets to each team manager and board member who approves the spending of money. Items in the budget are what the team has control over, not necessarily everything that is included when we calculate player costs. For example, the team doesn't decide how much to spend on uniforms, but they do control how much they spend on end of year parties, tournaments, and how many games they play for their allotted 15 home games. Once I have these set, Charlie will help me send out monthly (?) updates to managers to let them know where they currently stand with their spending.
Accounting and taxes: I have been working with Chris Talley to make sure we are following proper accounting procedures and using correct terminology - scholarship/discount vs stipend. We will not be giving stipends unless they are under \$600. We will be switching to a fiscal year of April-March starting in April 2023 (so we will have a short tax year once she files the FY 2022 taxes). This will help us follow our bylaws as well.
Coach's reimbursable expenses: We are suggesting a more streamlined approach to reimbursable expenses for coaches:
 - Coaches submit hotel receipts to Charlie and me
 - In that same email coaches let us know how many miles they drove and how many days they spent traveling.
 - Coaches will be reimbursed for the hotel, mileage (\$.61/mile?), and a per diem for meals
 - Coaches can be reimbursed for these expenses up to the allocated amount we have included in the association budget.
 - We believe this requires coaches to submit less paperwork in order to be reimbursed.
 - If airline tickets were purchased as a travel expense, these can also be submitted like hotel receipts. Travis will not be giving out his debit card for purchases.
10. Webmaster-Gina Nabours: I have not had the chance to update the website with the SafeSport information. I'll be sure to work on that this month. I've been trying to post weekly to advertise what games are happening in Flagstaff and where teams are traveling to. When association parents submit photos and game results, I'm able to post them to social media, which I think is great. Please keep the pictures and updates coming.
11. Managers-Brad Mihalik: Will be working on proposed policy updates to the behavioral and bullying policy to include penalties/consequences for unacceptable behavior to be brought before the board for input at a later date. The goal would be to have this information be forward facing to parents/players each season so they understand the penalties for such behavior and provide coaches/team managers a tool to use to address such behavior.

Would like to suggest that we mandate player participation in the age-appropriate SafeSport antibullying training rather than leave it up to the players/parents.

Will be including club team coaches in applicable communications to team managers as the coaches for club are the de facto team managers of those teams.

12. Sponsorship- Stephanie Babbitt: Matt Kraemer invited to this month's BOD meeting.

UPCOMING EVENTS:

1. Winter Club begins 1/2/2023: Gina will begin promoting on social media.

OLD BUSINESS:

NEW BUSINESS:

1. Policy and Procedures Review: Discussed how to review policies and regularly review. We are trying to be consistent with policies and in compliance with our Bylaws. Brad was asked to create a policy about anti-bullying. Reviewed proposed policy by Gina (above) regarding reimbursing head coaches. We will reimburse based on IRS per diem for that year.
2. Hosting State Tournament in Flagstaff: Right now it is in the State's hands but we will table discussion for future possibilities.
3. Allocating fundraiser money to teams: Each travel team made their fundraising goal. This is already an approved decision, so Charlie will release \$500 to each team.
4. Updated reimbursable expenses for coaches: above. Redundant agenda item
5. Dark Sky (added): We will ask that Kyle Palmer communicate with Charlie and properly registered with USA Hockey.

Next meeting will be held on Nov. 16th @ 6pm.

Meeting adjourned at 6:59pm