

Potsdam Junior Hockey Association

Board Meeting Minutes

Date: 7/11/2022

Directors Present:

Chris Coffey – Vice President	Lara Niles – Registrar
Travis Frank - Scheduler	Doug Saber - Treasure
Rich Ingersoll – Website - on phone	Eric Thomas – Ace Coordinator
Lindsay LaSala - Secretary	Alicia Ward – President
Jen Murray – Equipment Director	

Previous Meeting Minutes:

1. Financials:

- No update – balance is good, and taxes are back

2. Registration:

- teams and registration fees for 2022-23 Season
 - U6 (must be able to skate without assistance)**
 - \$250 (2 hours of ice weekly)
 - U8 (Mite League - Red, White, Blue Teams)**
 - \$400 (3 hours of ice weekly)
 - U8 - Girls "Wrap" Team/"dual roster"**
 - \$100
 - U10 (Anticipating A & B Teams)**
 - \$450 (3 hours of ice weekly)
 - U10 - Girls "Wrap" Team/"dual roster"**
 - \$150
 - U12 (Anticipating A & B Teams)**
 - \$450 (3 hours of ice weekly)
 - U14**
 - \$450 (3 hours of ice weekly)
- **Discuss the process for registration**
 - a. In person – Decision was no and to have a parents meeting to inform people of the PJHA information
 - b. Parents code of conduct agreement will be sent out with the registration.
Currently thinking no state bound teams but will let head coaches of each division make the final decision.

3. COVID Update:

- N/A

4. Fundraising:

- a. Fundraising coordinator/committee?
- b. CJs on going collection – PJHA Account – No one's name is on account but people who come in to get money have to sign a sheet they took the money.

- c. Krispy Kreme Fundraiser
- d. Apparel Sale Fundraiser
- e. Other? – Dinner? Golf Tournament?
- f. Pie Fundraiser – berries & applies – PJHA members can pick in September

5. Coaches/ACE Update:

- a. Review coaches' applications which were due by June 1st
- b. Discussed coaches at all levels

6. Old Business:

6.1. Email and Facebook Post for Potsdam Hockey registration completed.

- 6.1.1. Dates – August 1st to August 31st. **Hard Stop is September 30th, no later.** This will include clinics 2 weeks prior to start of formal season. Typically, ice opens at pine street October 11th time frame.

6.2. Jersey collection – all U10 jersey's are collected and Lindsay will get ice storm from Rob Bicknell this week.

6.3. Sent out email about possible Coordinator Positions (non-board members / board members) – Only received a couple volunteers.

- 1. Snack Bar Coordinator - discussed that Trey may take it over
- 2. CU Hockey Liaison – **Josh Bartell**
- 3. Girls Wrap teams Coordinators– **Lindsay (U10), Mark (U8)**
- 4. Girls' High School Hockey Liaison – **Joe Stark / Abby Adams**
- 5. Boys High School Hockey Liaison –
- 6. Fundraising Coordinator (involves the Krispy Crème sale, apparel sale, pie sale, and any other ideas this person feels would be ideal) – **Lara Niles**
- 7. Goalie Development Coordinator – (setting up and organizing the goalie clinics) – **John Smith**
- 8. Social Media Coordinator – (with guidance/approval from PJHA board, posting on social media) – **Brittany Bisnett**
- 9. Tournament Coordinator (all levels) – (organizing tournaments at Potsdam arena for all levels)
- 10. Player/Skill Development Coordinator (all levels) – (setting up and organizing clinics throughout the year)

c. Communicate conversation with Trey (village board meetings 1st and 3rd Monday of month)

Trey stated that the village runs the arena now. All money raised can go to the arena now.

Dasher Boards \$400 1st year, \$350 each additional. Banner (4x4) \$200 1st year, \$150 each additional year

Need a grant writer (someone aggressive and experience writing grants) to get money for the rink. We need to consider this a community center, not just focused on the rink but summer sports also

Budget was approved June 1st, new door and locks to be installed after that.

7. New Business:

- 7.1. Doug and Eric both will be able to resign their position next year. Doug would like to train someone to take over as Treasurer. Need to keep this mind for next year.

- 7.2. Discussed Parents code of conduct agreement – Email was sent prior to this meeting for board to review. Not all members saw it. I ran it by Bryant Bullard, and he said it was good. Lara can attach to registration info. Jen Murray and Travis Frank will review and provide comments within the week for updates to agreement.
- 7.3. Website updates – Rich will update site with new positions and add the link for registration once Lara send it to him.
- 7.4. Discuss emails received – asked group about two emails I received about website management and that turned out to be spam.
- 7.5. Discussed lead coach positions

The Board was presented with all the names that applied for head coach and a blind vote was conducted. The Results are presented:

- U6 – **(need a Head coach)**
 1. Bernie Adams,
 2. Jeff Traskoski,
 3. Steve Smalling,
 4. Derrick Dodd

Need to continue to look for head coach (2 hours a week) – Alicia reached out to Kat and she can't do Sunday afternoon, or Tuesday/Wednesday evenings. She is interested but wanted to know what we would pay her. Alicia will contact her again an offer \$50.00 an hour for 1 hour on Thursday's and 1 hour on Saturday. She must have USA hockey volunteer number, SafeSport and background check to get on ice.
- U8-
 1. **Mark Goodnow (head),**
 2. Dan Cook
 3. Gasper
 4. Lindsay,
 5. Franker (as needed)
- U8 – Girls Wrap
 1. **Mark Goodnow (head)**
- U10 –
 1. **Bryant Bullard (head)**
 2. Lindsay LaSala
 3. Missy Thomas,
 4. Chet Thomas,
 5. Dan Cook
- U10 Girls Wrap
 1. **Lindsay (head)**
 2. Dan
 3. Shannon
 4. Missy
- U12 –
 1. **Steve Warr (head)**
 2. Bryant Bullard
 3. Eric Thomas,
 4. Ryan Niles,
 5. Gasper
 6. Jeff,
 7. Tim

➤ U14 – **Jason Hubbard (head)**

1. Chris Deon

Board discussed the definition of head coach and determined we need to go with the definition defined in the Handbook.

Head Coach JOB RESPONSIBILITIES (handbook on website)

- Serve as the official spokesperson for the team
- Coordinate the delegation of responsibilities to the assistant coaches and team manager
- Plan on and off-ice activities in consultation with the assistant coaches
- Plan, implement and control pre-game preparation and communication with the Rev. 4, 07/2021 Potsdam Junior Hockey Association
- Design the practice plans in consultation with the assistant coaches
- Coach the team in all games and practices
- Establish rules for the team and oversee the supervision of the play
- Plan player evaluation and the player selection process.
- Plan the operation of the team during the games.
- Plan the supervision of players on and off the ice.
- Plan the formulation of the game plan.
- Report any issues or concerns to PJHA board (email/attend meeting).

Board discussed having a head coach meeting before season starts.

The board discussed some of the complaints parents has regarding U10 last year. The model for kids playing for two different teams or only playing for one team could be improved upon. Board echoed that the Potsdam teams need to come first when planning/scheduling. Last year U10 had 3 rosters, this year we agreed during meeting we will have only an A & B team roster.

Meeting Adjourned – 9:00 pm

Next Meeting: August 1st, 2022

Action Items:

1. **Boys Wrap teams** - Jen will investigate further to see what can be done to get this going.
2. **Parent Code of Conduct** - Jen Murray and Travis Frank will review and provide comments within the week for updates to agreement.
3. **U6 Head Coach** - Alicia to check with Kat about running the U6 level
4. **WebSite/Registration** – Lara to send Rich the link for registration
5. Get an add in North Country Now for Hockey registration
6. **Registration** pamphlet for 1st week of school to let parents know about hockey registration. Email Jen and Dan at school about this.
7. **Head Coach** – Alicia to email head coaches to see if they accept the role.